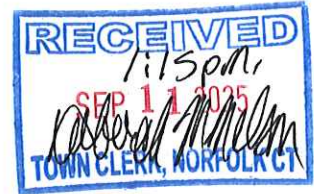


NORFOLK BOARD OF EDUCATION

Special Meeting –September 9, 2025



MINUTES

BOARD MEMBERS PRESENT: Virginia Coleman-Prisco, John DeShazo, Donna Rubin,
Walter Godlewski, Jay Whitaker, Amy Bennett

BOARD MEMBERS ABSENT: Janet Byrne

ADMINISTRATION PRESENT: Kevin D. Case, Superintendent, Lauren Valentino, Principal

ADMINISTRATION ABSENT:

The meeting was called to order at 6:31 P.M.

Public Comments:

None

Motion by J. DeShazo seconded by Whitaker to approve the minutes of the regular meeting of August 19, 2025 UNANIMOUSLY APPROVED.

Financial Report: Superintendent Case reviewed the August 2025 Check Authorization/Bills for Review, the August 2025 Monthly Expenditure Report and the 2024-2025 Year End Unaudited Expenditure Report without Transfers. Discussion ensued.

Motion by J. DeShazo seconded by A. Bennett to approve August Monthly Expenditure Report. UNANIMOUSLY APPROVED.

Superintendent Case reported the following to the board:

- Entry Plan Update:
 - Continuing one-to-one meetings with staff members
 - Met with Pastor Erick Olsen to discuss our collaboration
 - Attended the “Meet and Greet” hosted by The Hub. Tony Kaiser and Lisa Atkins are willing to host a “Meet and Greet” at their home on the evening of Saturday, October 18th. They would be planning to invite Board of Education Members and others with a special invitation-
- The Fire Marshal and Deputy Fire Marshal conducted the annual inspection of the school prior to school opening on August 26th. Keith Byrne will present the results of the inspection at our October Board Meeting.
- I attended the Northwestern Superintendents’ Meeting to prepare for the Regional Curriculum Council Meeting coming up on September 18th. Our focus throughout the Region this school year will be on Math Instruction. Learning walks will be conducted at each school beginning with Northwestern Regional with staff members throughout the District Participating.
- To enhance communication and in an effort to engage the community, we will be sending out weekly videos highlighting aspects of our educational programs throughout the year. My goal is to send these out Friday afternoon.
- I attended the State of CT Back to School. Meeting for Superintendents. We heard from State of CT Education Commissioner Charlene Russell-Tucker and Gov. Ned Lamont. He discussed his three priorities as:
 - Equalizing the Educational Cost Sharing Grant Funds
 - Focusing on Free Early Childhood Programs in all Districts

- Working to establish a Teacher Apprentice Program where students becoming teachers would work during their fourth year of college as an apprentice in a classroom. The coursework would be completed in three years.
- It's not too late to register for the 2025 CABA Conference to be held on Friday, November 21st and Saturday, November 22nd, please consider attending! If you plan to attend, please let Kathy know and she will register you.
- Upcoming Committee Meetings:
 - Health and Wellness – Tuesday, October 7th @ 9:00 AM
 - Policy - Tuesday, October 7th @ 4:30 PM

Principal Valentino reported the following to the board:

Updates-

Professional Learning

- On 8/25 & 8/26 staff learned about the 25-26 School Goals. Teachers identified the priority standards of their units, created pacing guides and collaborated on feedback tools to support student learning and growth. We discussed alignment between Restorative Practices and RULER. Then made a Staff Charter, reviewing the steps staff would take when they made Class Charters with their students.

School Goals & Action Steps

- At the first staff meeting on 9/30, the School Leadership Teams will present the action steps we will take as a staff to help students reach the goals we've identified this year for Literacy, Math and Climate. We'll get broad feedback and additional ideas from all.
- See the High Leverage Strategies, Goals and Action Steps [here](#).

Upcoming Events-

- 9/15-9/25 Teachers meet in Impact Teams to analyze BOY Benchmark Data
- 9/17 River Day with Barkhamsted, Colebrook and Hartland @ Riverton Fairgrounds
- 9/25 Open House
- 10/1 SOAR Celebration
- 10/3 Good News Gathering

Enrollment-

Botelle Elementary School, Enrollment Summary		
Grade	Teacher	9/8/2025
Early Primary	Holly Alexson	9
Primary	Debbie Tallon	18
Intermediate	Nicole Partyka	17
Upper Intermediate	Sarah Ward	11
	Total	55

Chair Report: Virginia Coleman-Prisco reviewed with the board the format for the minutes.

Committee Reports:

Curriculum and Technology met on 09/09/25 @ 3:30 Committee Chair Amy Bennett reported the following to the board:

Technology & Library, STEAM

- Using MAP Growth for reading and math assessments
- LinkIt - a data "warehouse" that houses attendance, academic performance and growth, behavior
- Rural grant - purchased new iPads for K-2
- Pebble Go & True Flix supports research for ARC ELA units
- Integration of technology and STEAM with ARC ELA units

- AI - Upper Intermediate uses as part of PIP; Image creator within Canva

Math

- K-6 Curriculum Map developed to identify Priority Standards, Pacing
- Developing Feedback Tools based on IM End of Unit Assessments
- BOY assessments are underway

Literacy

- Identifying Priority Standards, pacing and how standards are assessed
- Analyzed SBA Interims to look for instructional shifts that can be made in the classrooms, particularly in writing
- Created a PK-7 Narrative Writing Rubric to give feedback to students
- BOY assessments are underway

Affiliation Reports: No meetings to report on

Board Mission Statement: The Board discussed the current Board of Education Mission Statement. It was determined that there is a need for a revised Schoolwide Mission Statement. Superintendent Case will present a plan to the Board to develop a new mission statement with stakeholder's feedback.

New Business: Walter Godlewski brought up board goals as new business. The Board will discuss this further at the October 14, 2025 meeting.

Motion by A. Bennett seconded by J. DeShazo to adjourn the meeting @ 7:54
UNANIMOUSLY APPROVED.

Meeting adjourned @ 7:54 p.m.
Respectfully submitted,

Kathy Lippincott
Kathy Lippincott,
Recording Secretary

THESE ARE NOT APPROVED MINUTES SUBJECT TO APPROVAL OR DISAPPROVAL AT THE NEXT MEETING.