NORFOLK BOARD OF EDUCATION

Regular Meeting-June 9, 2026

MINUTES

BOARD MEMBERS PRESENT: John DeShazo, Amy Bennett, Donna Rubin, Jeremy Withnell, Virginia Coleman-Prisco, Mike Listorti

BOARD MEMBERS ABSENT: Walter Godlewski

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

The meeting was called to order at 6:33 p.m.

Public Comments:
None

Motion by V. Coleman-Prisco **seconded by** J. Withnell to approve the minutes of the regular meeting of May 26, 2026 **UNANIMOUSLY APPROVED.**

Correspondence:
Letter of resignation.

The Board received a letter of resignation from Kathy Dravis, Music Teacher, effective June 30, 2026

Superintendent Case informed the Board that he received an invitation for a second meeting on June 23, 2026 to discuss the possibility of hiring a Regional Curriculum Coordinator Position for the 2027-2028 school year. Mr. Case informed the board that the questions posed at the last board meeting will be brought back to the group that will be meeting on June 23rd.

Superintendent Case also informed the Board that they are all invited to the Haystack Woods Ribbon Cutting on June 22, 2026 at 11:00 am

Motion by J. Withnell **seconded by** A. Bennett to accept the resignation of Kathy Dravis effective June 30, 2026 **UNANIMOUSLY APPROVED.**

Financial Report: Superintendent Case reviewed the May 2026 Check Authorization/Bills for Review and the May 2026 Monthly Expenditure Report. After some discussion, the Board Chair asked for a motion to approve.

Line-Item Transfers: Superintendent Case shared the line-item transfers with the Board for their approval. After some discussion the board voted to approve the transfers.

Motion by A. Bennett **seconded by** M. Listorti to approve Transfer #1: transfer funds from line 100-2310-54302-000 Consultant's Services in the amount of $4,595.64 and line 100-2320-51122-000 Office Clerk in the amount of $961.96 totaling $5,557.60 to line 100-2320-51111-000 Superintendent as specified on the attached chart. **UNANIMOUSLY APPROVED**

Motion by V. Coleman-Prisco **seconded by** J. Withnell to approve Transfer #2: transfer funds from line 100-2800-52207-000 Health and Dental Ins. in the amount of $348.17 to line 100-2210-53222-000 Staff Development in the amount of $348.17 as specified on the attached chart. **UNANIMOUSLY APPROVED.**

Superintendent Case also shared Transfer #3 for information only, letting the board know that there will be approximately $13,438 left in Employer Provided Benefits 100-2800-52207-000 to Operations and Maintenance to cover overages in Building Repairs and Electricity.

Grant the Superintendent to Act: Superintendent Case requested that the Board grant the Superintendent the authority to make any necessary line-item transfers over the summer months to successfully close out the fiscal year.

Motion by J. Withnell **seconded by** M. Listorti to Grant the Superintendent the power to act through the summer months to make whatever transfers are necessary to close out the 2025-2026 Fiscal Year. **UNANIMOUSLY APPROVED.**

Superintendent's Report: Superintendent Case shared with the Board of copy the Norfolk Now that featured and article about the Mission and Vision Committee and also in the Botelle Beat section of the Norfolk Now an article featuring Abigail Bennett as this year's Superintendent Award recipient.

Superintendent Case reported that the school received generous donations from Peter Coffeen, Susan Sloan and Kathy Connolly, Norfolk Lions Club and the PTO. The donations were used to help pay for the Upper Intermediate class trip to Nature's Classroom. The donations along with fundraising money raised meant that the children were able to attend the trip at no cost to them. The class is working on thank you notes.

- Review of Draft Mission Statement-

Superintendent Case shared 3 draft mission statements that were developed by the stakeholders on the Vision/Mission Committee. The Superintendent asked the Board for their feedback on the draft statements. Board Members shared feedback. Superintendent Case will revise the Draft Mission Statement to include as much of the provided feedback as possible.

Principal's Report:

Teaching and Learning

- SUMMATIVE SBA - 100% of students in grades 3-6 participated in and completed summative ELA and math assessments.
- FIELD DAY - Mr. T-K, staff and family volunteers held Field Day. Students were in multiage groups with their Learning Buddies. Students enjoyed a soaking from the NVFD at the end!
- CELEBRATION OF LEARNING - Students gave their families and friends a tour of their learning journey this year. The first stop was their classrooms, then the Maker Space, Art Show and Spring Concert.
- ENVIRONMENTAL EDUCATION - Upper Intermediate students departed for Nature's Classroom and will return on Friday afternoon. K-4 students visited Great Mountain Forest to extend their learning about bugs, ecosystems and weather.

Professional Learning

- Planning for next year's Professional Learning has begun.

Community Connections

- Botelle students and staff marched in the Memorial Day Parade.
- The NVFD supported students and staff during the Evacuation Drill.
- Later this week, PK-2 students will tour downtown Norfolk, visiting Town Hall and other important locations to see the "community helpers" in action.

Chair Report:

Board Chair John DeShazo reported to the Board that the Superintendents and Board Chairs from the 4 Regional #7 Feeder Towns will meet again to discuss the possibility of having a Regional Director of Curriculum for the 2027-2028 on June 23, 2026.

Standing Committee Reports:

Policy –First Reading of CABE Sample Policy 6141.3273-Instructional Personnel-Certified-Non-Certified-Electronic Resources – Generative AI (Artificial Intelligence)

First Reading of Draft Policy on Student Use of AI (Artificial Intelligence) proposed by Erin Dubecky, Library /Media Specialist.

The committee members along with Erin Dubecky discussed the policies and looked at NWR#7's AI Policy after discussion the committee will make some changes to the policy proposed by Erin Dubecky and send to the Board of Ed in the fall for a first reading.

Health and Wellness- Meeting June 3, 2026

Health and Wellness Policy given to the Board for a First Reading.

Motion by J. Withnell **seconded by** M. Listorti to approve the Health and Wellness Policy as a First Read
UNANIMOUSLY APPROVED.

Curriculum and Technology: Math Specialist and Teachers participated in a regional math pd with grade level partners. Looking at updated IM math materials. Enhancing Literacy and updating ARC materials and to have every grade level in the media center. Power goals very effective for students.

Safety and Security: Successful Evacuation Drill. The committee discussed procedures and equipment related materials.

Affiliation Reports:

PTO – First Friday night on the green; Botelle merch for sale; promotion on June 16, 2026

Approval of Policies:

After some discussion the Board approves policies 6171;6159;5114

Motion by V. Coleman-Prisco **seconded by** J. Withnell to approve Policy 6171 Individualized Education Program UNANIMOUSLY **APPROVED.**

Motion by V. Coleman-Prisco **seconded by** J. Withnell to approve Policy 6159 Special Education with noted change. UNANIMOUSLY **APPROVED**

Motion by V. Coleman-Prisco **seconded by** J. Withnell to approve Policy 5114 Suspension and Expulsion/ Due Process. UNANIMOUSLY **APPROVED**

New Business:

Superintendent Case reminded the Board that starting in September board meeting will be the first Tuesday of the month at 6:30 with the exception the November meeting due to Election Day. Superintendent Case would like to hold a Board Workshop before the August 18, 2026, Board of Ed Meeting. The Board will hold a workshop session from 4:00 to 6:00 pm with the Business Meeting at 6:00 pm at a location To Be Determined.

Executive Session:

Superintendent of Schools Performance Evaluation.

Motion by D. Rubin **seconded by** J. Withnell to enter into executive session and to invite the Superintendent Case at 8:00 p.m. for the purpose of Superintendent Case's Performance Evaluation.

Motion by D. Rubin **seconded by** M. Listorti to come out of executive session at 8:47 p.m.
UNANIMOUSLY APPROVED.

Motion by V. Coleman-Prisco **seconded by.** J. Withnell to extend the Superintendent's contract
UNANIMOUSLY APPROVED.

Motion by J. Withnell **seconded by.** M. Listorti to adjourn the meeting@ 8:48 p.m.
UNANIMOUSLY APPROVED.

Meeting adjourned@ 8:48 p.m.

Respectfully submitted,

Kathy Lippincott

Kathy Lippincott,
Recording Secretary

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