EAST LYME BOARD OF EDUCATION
East Lyme, Connecticut

Monday, January 28, 2008
East Lyme High School
INTV Room
Regular Meeting – 7:30 p.m.

Board of Education Regular Meeting Minutes

Board Members Present: Kevin Seery (Chair), Judy Engel (Secretary), Mary Broderick, Andy Dousis, Jaime Ellis, Melissa Ford, Elizabeth Groeber, Tim Hagen, Al Littlefield, Marlene Nickerson

Administrators Present: Paul Smotas, Paul Freeman, Steve Buck, Karen Costello, Don Meltabarger, Judy DeLeeuw, Lucy Schuman, Larry Roberts, David Miko, Kathryn Sassu

I. CALL TO ORDER – 7:30 p.m.

II. PLEDGE OF ALLEGIANCE - Led by Andy Dousis

III. PUBLIC COMMENT –
1. Barbara Jacobsen, 10 Clark Street, stated she is hopeful the Board will reinstate Kindergarten specials.

IV. APPROVAL OF MINUTES

MOTION: Beth Groeber moved approval of the minutes of the Board of Education regular meeting of January 15, 2008; Andy Dousis seconded.

VOTE: Unanimous MOTION CARRIED

MOTION: Beth Groeber moved approval of the minutes of the Board of Education public hearing of January 22, 2008; Marlene Nickerson seconded.

VOTE: Unanimous MOTION CARRIED

MOTION: Judy Engel moved approval of the minutes of the Board of Education special budget meeting of January 22, 2008; Mary Broderick seconded.

VOTE: Unanimous MOTION CARRIED

V. SPECIAL REPORTS: SELECTMEN'S REPRESENTATIVE, STUDENTS' REPRESENTATIVES, and OTHER REPORTERS
A. Students’ Representative – Robyn Engel and Sara Schwartz were not present.
B. Selectmen’s Representative – Pamela Rowe relayed a message from First Selectman Paul Formica that he thanks Paul Smotas and Don Meltabarger for their attendance at recent town meetings and feels their attendance is helpful with the budget process. Also, he looks forward to strengthening relationships between town boards and increasing efficiencies for taxpayers.
C. Salem’s Representative – Not present.
D. Building Committee Representative – Gerard Burkhardt gave an update on the high school gym floor. The town appropriation does not cover the replacement of high school bleachers. The matter will be referred to the BOE Building and Grounds Committee. Board consensus was to get the job done right the first time.
E. Other Reporters - None

VI. CONSENT AGENDA

MOTION: Marlene Nickerson moved approval of the Consent Agenda; approving (A) 2007-2008 budget transfer (reallocate $17,0000 to replenish respective supplies accounts in the Maintenance Department); (B) second year child rearing leave of absence for Franca Curran for the 2008-2009 school year; Melissa Ford seconded.

VOTE: Unanimous MOTION CARRIED

VII. DISCUSSION & ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion re: proposed budget questions and answers (continued)
   Paul Freeman reviewed budget questions and answers #19-25, the ELPS Supervision/Evaluation/Direct Authority and Responsibility Flow Chart and administrative job descriptions which are all available on the district web site. Additional budget questions may be sent to Paul Smotas or Paul Freeman at Central Office and will be addressed at the February 4 and 11, 2008 meetings.

2. Discussion re: proposed 2008-2009 Superintendent’s Budget – Purchased Services, Property Services, Special Education, New Initiatives and Revenue Presentation
   Dr. Smotas gave a comprehensive presentation entitled Budget 101- Purchased Services, Property Services, Special Education, New Initiatives and Revenue. Dialogue continues with the town to explore cost saving possibilities by combining services. Budget questions may be sent to Paul Smotas or Paul Freeman at Central Office and will be addressed at the February 4 and 11, 2008 meetings. Budget Subcommittee Chair Tim Hagen reviewed minutes of the January 25, 2008 meeting. The committee asked the administration to prepare more detailed, specific reasons for the differences in per pupil expenses at the elementary levels. They also discussed the out-pouring of concerns that was received at the BOE Public Hearing on January 22, 2008 over the lack of reinstating the Kindergarten Specials in the 2008-2009. The restoration of Kindergarten specials would bring the budget request to a 7.1% increase before any other adjustments are made to the budget. The Board thanked the administration and the staff for the level of budget detail. Further budget discussion, to include possible reductions, will take place at the February 4 Board meeting. Budget adoption is expected on February 11, 2008.

3. Discussion re: proposed purchase of heating oil for the 2008-2009 school year
   As a member of a heating oil consortium, the district realized a 07-08 savings of $158,700 by purchasing heating oil when prices were down. The commitment to
purchase heating oil for the 2008-2009 school year is made in 2007-2008, however payment is not made until July 2008.

MOTION: Andy Dousis moved to authorize the superintendent to purchase up to 220,000 gallons of heating oil for the 2008-2009 school year at a favorable market price when it becomes available; Judy Engel seconded.

VOTE: Unanimous

MOTION CARRIED

B. Instruction
1. Discussion/action re: proposed change to ELPS 2007-2008 calendar due to additional snow days
   Based on the information presented by Calendar Subcommittee Chair Al Littlefield, no change was made to the approved 2007-2008 ELPS Calendar. The committee and respondents were thanked by the Board.

C. Personnel
D. Policy
E. Other

VIII. ADMINISTRATION REPORTS
A. Superintendent of Schools Dr. Paul Smotas:
   ▪ 550 ELHS students attended the Winter Ball
   ▪ Second semester began today (2/28/08)
   ▪ We have been unable to fill 1.0 Spanish vacancy at ELHS
   ▪ Mary Broderick and Dr. Smotas recently attended CAPSS Executive Director Dr. David Larson’s retirement party
   ▪ Dr. Smotas called attention to the SDE Commissioner’s correspondence entitled Secondary School Reform in Connecticut and spoke of non-support by the majority of principals and superintendents throughout the state
   ▪ The 2007-2008 ECC Women’s Basketball Tournament will not be held at Mohegan Sun
B. Assistant Superintendent Paul Freeman:
   ▪ The public is encouraged to visit the district web site to view Budget 101 presentations and parent resources on bullying/harassment
C. Business Director Don Meltabarger:
   ▪ Dr. Smotas and Don Meltabarger are waiting to meet with the town regarding the FY09 capital budget

IX. COMMITTEE REPORTS
A. Budget Committee
B. Policy Committee
C. Community Relations Committee
D. Personnel Policy Committee
E. Long Range Planning Committee
F. Buildings & Grounds Committee
G. Elementary/Middle School Enhancement Committee
H. Substance Abuse Ad Hoc Committee
I. School Calendar Ad Hoc Committee
J. East Lyme Aquatic and Fitness Center Committee
K. Other Committee Reports
X. **COMMUNICATIONS**
A. Letter from Dr. Smotas to legislators re: *Public Act 07-66: An Act Concerning In-School Suspension* dated 1/22/08
B. CSDE NEWS and PowerPoint presentation by Dr. Mark K. McQuillan and Dr. Jay Voss re: Secondary School Reform in Connecticut dated 1/22/08
C. Letter from Lawry O’Connell to EL BOE re: support of Kindergarten specials dated 1/23/08

XI. **NOTICES**
A. Notice of the following staffing changes:
   1. **Appointments:**
      Victoria Brown, .60 After School Care Aide, MS, 1/22/08
   2. **Reassignments 08/09 (Contingent upon budget approval):**
      Jason Bitgood, from 1.0 Math teacher, MS to 1.0 Math Specialist (DW), 7/1/08
   3. **Increases/Decreases in FTE:**
      Jennifer Berchielli, increased from .4 to .6 Computer Consultant, NC, 1/22/08
      James Buchan, extended temporary .2 increase to .8 English teacher, HS through end of the 2007-2008 school year
      Jennifer Hallowell, extended temporary .2 increase to .6 English teacher, HS through end of the 2007-2008 school year
   4. **Resignations:**
      Pamela Fairlie, 1.0 Library Assistant, HS, effective December 21, 2007
   5. **Retirements** – None at this time.

B. **Notice of the following out of state field trips:**
   1. ELMS Ski Club students to Wachusett Mountain, Princeton, MA on Saturday, February 2, 2008.

XII. **BOARD COMMENTS/FUTURE AGENDA ITEMS**
A. Board Comments
B. Future Agenda Items:
   1. Long Range Planning
   2. 2008-2009 and 2009-2010 ELPS Calendar

XIII. **PUBLIC COMMENTS**
1. Marcie Cunningham, 12 Morton Street and ELTA President, thanked the Board for contacting teachers and considering the full reinstatement of Kindergarten specials.

A 5-minute recess was held at 9:50 p.m. followed by Executive Session to include the Superintendent and the Assistant Superintendent for the purpose of personnel and negotiation issues.

XIV. **EXECUTIVE SESSION**
The Board went into Executive Session at 9:55 p.m.

Board Members Present: Kevin Seery (Chair), Judy Engel (Secretary), Mary Broderick, Andy Dousis, Jaime Ellis, Melissa Ford, Elizabeth Groeber, Tim Hagen, Al Littlefield, Marlene Nickerson

Administrators Present: Paul Smotas and Paul Freeman
XV. ADJOURNMENT

MOTION: Andy Dousis moved to adjourn at 10:10 p.m.; Al Littlefield seconded.

VOTE: Unanimous

Respectfully submitted,

Judy Engel
Judy Engel, Secretary
East Lyme Board of Education

MOTION CARRIED