Executive Session

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

Board Members Excused: Andy Dousis

Administrators Present: Paul Smotas, Paul Freeman

Call to Order: 7:05 p.m.

Al Littlefield moved to go into Executive Session and to include the Superintendent and Assistant Superintendent for the purpose of personnel issues; seconded by Marlene Nickerson. Executive Session ended at 7:25 p.m.

Regular Meeting

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

Board Members Absent: Andy Dousis

Administrators Present: Paul Smotas, Paul Freeman, Steve Buck, Don Meltabarger, Karen Costello, Judy DeLeeuw

I. CALL TO ORDER – 7:30 p.m.

II. PLEDGE OF ALLEGIANCE – Led by new Board member Laura Greenstein

III. PUBLIC COMMENT –

1. Lisa Penselon, 15 Oswegatchie Hills Road, asked the Board to consider changing the April 09 school vacation to coincide with neighboring districts.

2. Christine DeLea, 24 Lincoln Street, also asked the Board to consider changing the April 09 school vacation to coincide with neighboring districts.

3. Mike Schultz, 14 Lovers Lane, remarked on how informative and interesting recent subcommittee meetings were and requested information regarding BOE retreats.

IV. APPROVAL OF MINUTES

The minutes were tabled due to ELHS Pool Commission language.
V. SPECIAL REPORTS: SELECTMEN'S REPRESENTATIVE, STUDENTS' REPRESENTATIVES, and OTHER REPORTERS
A. Students’ Representative Sara Schwartz was not present.
B. Selectmen’s Representative Pamela Rowe was not present.
C. Building Committee Representative Gerard Burkhardt was not present.
D. Other Reporters – Noemi Santana, Facilities Director, updated the Board on the Flanders playground. Dr. Smotas, the Flanders principal and PTA members have met to discuss possible options. The PTA Committee will meet on August 19, 2008. Dr. Smotas will bring his recommendation to the Board on September 8, 2008.

VI. CONSENT AGENDA
MOTION: Jaime Ellis moved approval of the Consent Agenda as presented; (A) proposed donation to the ELHS Class of 2010 from the University of Michigan in the amount of $1,000.00; (B) proposed donation to the ELHS Band from James and Kathryn Burton in the amount of $500.00; (C) proposed donation to the ELHS Cheering Squad from Honeywell Hometown Solutions, in the name of Franklin Burdick, Jr., in the amount of $500.00; (D) proposed one-year leave of absence for ELHS 1.0 math teacher Ann Hoffner; (E) proposed 2007-2008 year end budget transfers; Melissa Ford seconded.

VOTE: Unanimous MOTION CARRIED

VII. DISCUSSION & ACTION ITEMS
A. Finance/Facilities/Community
   1. Discussion/action re: Proposed 2008-2009 Rental Agreement with LEARN
      Dr. Smotas reviewed the LEARN rental proposal which represents a 3% increase over the 2007-2008 agreement. The agreement is made on a yearly basis for use of classroom space and other facilities and operations of LEARN special education classes in cooperation with the Board. Discussion took place regarding whether the proposed rate increase was sufficient to cover electricity and maintenance costs. The Board agreed to table this item until it is reexamined by the administration.

B. Instruction
   1. Discussion/action re: Proposed Amendment of 2008-2009 Creative Playschool Budget to Include Program Coordinator Position
      Creative Playschool Board President Sarah Bonura proposed the addition of a coordinator position at no cost to the Board of Education or the taxpayers of East Lyme. This person will help provide better provide continuity between CPS teachers and Board members.

MOTION: Mary Broderick moved approval of the proposed amendment of the 2008-2009 Creative Playschool Budget to include a program coordinator position as presented; Marlene Nickerson seconded.

VOTE: Unanimous MOTION CARRIED

   Mrs. RoseAnn Hardy and her Contemporary Issues students will attend this conference.

MOTION: Al Littlefield moved approval of the proposed ELHS Contemporary Issues Sunday field trip to Washington, D.C. from November 19-23, 2008 as presented; Jaime Ellis seconded.

VOTE: Unanimous MOTION CARRIED
3. **Discussion/action re:** Proposed ELHS Sunday Field Trip to Philadelphia, PA to Participate in the University of Pennsylvania Model Congress from Wednesday, February 25, 2009 through Sunday, March 1, 2009.

Mrs. RoseAnn Hardy and her Contemporary Issues students will attend this conference.

**MOTION:** Jaime Ellis moved approval of the proposed ELHS Contemporary Issues Sunday field trip to Philadelphia, PA from February 25 through March 1, 2009; Al Littlefield seconded.

**VOTE:** Unanimous

**MOTION CARRIED**

4. **Discussion re:** ELPS 2008-2009 East Lyme Public School Calendar

The calendar was approved by the Board on December 12, 2007. East Lyme and Salem have a different schedule than many surrounding communities. Dr. Smotas stated that although he is sensitive to those affected by the calendar, he asked the Board to leave the April 09 vacation as is. He has contacted EL Youth Services to possible offer a childcare program to accommodate those in need of assistance. He reminded the Board of the extensive process followed by the Calendar Committee to develop the calendar, and the many opportunities that were available to the public for input. The Superintendent will work closely with surrounding superintendents on future calendars. No action was taken.

C. **Personnel**

1. **Discussion/action re:** Proposed Paraprofessional Staffing Plan Increase

Director of Special Services Steve Buck explained the circumstances surrounding his request for an increase of 9.5 FTE instructional aides to the ELPS 2008-2009 Staffing Plan. Several out placed students have returned to the district, a student moved to a new school within the district and multiple students moved to less restrictive environments at the elementary, middle and high school levels. The request addresses safety concerns and represents the best educational choices for the students and the district. The positions are fully funded by savings generated with the elimination of a 0.7 teaching position at Niantic Center School, tuition reduction and the 611 grant.

**MOTION:** Tim Hagen moved approval of the proposed staffing increase of 9.5 FTE instructional aides as presented; Beth Groeber seconded.

**VOTE:** Unanimous

**MOTION CARRIED**

2. **Discussion/action re:** Proposed Employment Contracts for the Superintendent and Assistant Superintendent

Chairman Kevin Seery previously met with Dr. Smotas and Mr. Freeman to negotiate salaries for 2008-2009 and minor contract revisions.

This item was tabled until discussed at the upcoming retreat.

D. **Policy**

1. **Discussion/action re:** Proposed Revision of ELPS Use of Board of Education and Grounds Rate Schedule

The proposal was tabled by the Board on June 23, 2008 pending a summary of 2007-2008 facilities use. It has since been reviewed by the Policy Subcommittee and provides consistency and rationale.

**MOTION:** Marlene Nickerson moved to approve the proposed revision of the ELPS Use of Board of Education and Grounds Rate Schedule as presented; Jaime Ellis seconded.

**VOTE:** Unanimous

**MOTION CARRIED**
E. Other
   1. Discussion/action re: Presentation of Superintendent’s Annual Report
      This item was tabled until the next meeting.

VIII. ADMINISTRATION REPORTS
A. Superintendent of Schools – Dr. Paul Smotas
   • 8/25/08 8:00 a.m. New Teacher Orientation at East Lyme High School. Board members are encouraged and invited to attend.
   • 8/26/08 8:30 a.m. Opening Day for Teachers at East Lyme High School. Board members are encouraged and invited to attend.
   • Bus routes have been consolidated in order to save money on fuel costs. Parents were notified by mail and a hotline will be manned at Central Office next week to address concerns. Approximately $10,000 in fuel savings in anticipated as a result of these changes.
   • Staffing of teacher positions within the district is almost complete. Administrators are actively working on filling the last positions.

B. Assistant Superintendent of Schools Mr. Paul Freeman had no report.

C. Business Manager – Mr. Don Meltabarger had no report.

IX. COMMITTEE REPORTS
A. Budget Committee – Minutes of 8/12/08 were presented.
B. Policy Committee – Minutes of 8/11/08 were presented.
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. ELMS 2008-2009 Anticipated Field Trips dated 7/28/08
B. Memo to Paul Freeman from ELPS Director of Security Jim Barnes re: 2008-2009 ELHS Student Parking Fee Increase dated 7/2/08
C. Letter to ELPS Staff from Dr. Smotas re: Welcome Back to School, dated 8/08
D. Letter to Mary Broderick from CABE re: CABE’s Master Board of Education Member designation, dated 7/25/08
E. Letter to ELPS Parents and Guardians from Dr. Smotas re: Bus Route Consolidation, dated 8/08
F. Invitation to Board members from The Community Foundation of Southeastern Connecticut re: 25th Anniversary Community Celebration
G. Article from Education Week entitled Poll of U.S. Teens Finds Heavier Homework Load, More Stress Over Grades, dated 8/13/08
H. EL BOE Policy Subcommittee Minutes of 8/11/08
I. EL BOE Budget Subcommittee Minutes of 8/12/08

XI. NOTICES
A. Notice of the following staffing changes:
   1. Appointments
      • Frank Burdick, .75 Custodian, HS, 7/28/08
      • Christina Davis, 1.0 Special Education Teacher, MS, 8/26/08
2. Reassignments
   - Edward Hernandez, 1.0 Custodian, from MS to NC, 8/4/08
   - Jacqueline Luce, 1.0 Elementary Teacher, NC to 1.0 Language Arts Teacher, MS, 8/26/08

3. Increases/Decreases in FTE – None at this time.

4. Resignations
   - Teresa Alfieri, .33 Instructional Aide, DW at HA, 7/28/08
   - Nancy Field, 1.0 Instructional Aide, DW at MS, 7/23/08
   - Susan Lessard, .5 Kindergarten Teacher, FL, 7/23/08 (does not return from lv of abs)
   - Mandy Ryan, 1.0 Language Arts Teacher, MS, 8/15/08
   - Sharon Rachel Ryan, 1.0 Social Studies Teacher, MS, 8/11/08

5. Retirements – None at this time.

6. Supplemental Appointments – None at this time.

B. Notice of the following out of state field trips: None at this time.

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS
A. Board Comments
   1. ADSTAFF and Board Retreat information was provided.
   2. Jim Moran has been appointed as the new ELHS Athletic Director

B. Future Agenda Items:
   1. 2009-2010 ELPS Calendar
   2. Long Range Planning
   3. Early Childhood Education Update – Sep 08
   4. Solar Panel Update

XIII. PUBLIC COMMENT
1. Mike Schultz, 14 Lovers Lane, thanked the Board for retreat information. He requested information regarding the process for student registration and verifying residency.

XIV. ADJOURNMENT

MOTION: Jaime Ellis moved to adjourn the meeting at 8:52 p.m.; Marlene Nickerson seconded.

VOTE: Unanimous

MOTION CARRIED

Respectfully submitted,

Elizabeth Groeber
Elizabeth Groeber, Secretary
East Lyme Board of Education