EAST LYME BOARD OF EDUCATION
East Lyme, Connecticut
Monday, September 8, 2008
Regular Meeting: 7:30 P.M.
East Lyme High School
INTV Room (B101)

Regular Meeting

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

Board Members Absent: Elizabeth Groeber

Administrators Present: Paul Smotas, Paul Freeman, Steve Buck, Karen Costello, John Sullivan, Judy DeLeeuw, David Miko, Lucy Schuman, Don Meltabarger

I. CALL TO ORDER – 7:30 p.m.

II. PLEDGE OF ALLEGIANCE – Led by Marlene Nickerson

III. PUBLIC COMMENT
1. Danielle Green, 6 Johnny Cake Road, expressed concerns regarding the transitioning of her son from LEARN to ELMS.
2. Michael Amaral, 45 Plants Dam Road, voiced his objection to Section VII.A.4. of the 7/21/08 Board of Education Minutes re: Proposed EL Aquatic and Fitness Center Committee Rule (“no action necessary”). He asked the Board to reconsider and reopen this up for further discussion.
3. Rocco Tricarico, 17 Rose Lane, voiced concerns regarding the condition of the ELHS South Gym roof; high school fields; and Flanders and Middle School grounds. Mr. Tricarico also voiced concerns on the lack of public input and communication regarding bus stop consolidation and the Flanders playground.

IV. APPROVAL OF MINUTES

MOTION: Jaime Ellis moved approval of the minutes of the Board of Education regular meeting of July 21, 2008 as amended (Page 4344-4345 under VII.A.4. Discussion/action re: Proposed East Lyme Aquatic and Fitness Center Committee Rule – Change last sentence of first paragraph to read “The town attorney’s opinion is that this an advisory committee, and therefore, no action is necessary.” Al Littlefield seconded.

VOTE PRO: Kevin Seery, Tim Hagen, Mary Broderick, Jaime Ellis, Melissa Ford, Al Littlefield, Marlene Nickerson

ABSTAIN: Laura Greenstein, Andy Dousis

MOTION CARRIED
MOTION: Jaime Ellis moved approval of the minutes of the Board of Education regular meeting of August 18, 2008; Al Littlefield seconded.

VOTE PRO: Kevin Seery, Tim Hagen, Mary Broderick, Jaime Ellis, Melissa Ford, Laura Greenstein, Al Littlefield, Marlene Nickerson

ABSTAIN: Andy Dousis

MOTION CARRIED

MOTION: Marlene Nickerson moved approval of the minutes of the Board of Education special meeting/retreat of August 25, 2008; Jaime Ellis seconded.

VOTE PRO: Kevin Seery, Mary Broderick, Jaime Ellis, Melissa Ford, Laura Greenstein, Al Littlefield, Marlene Nickerson

ABSTAIN: Andy Dousis, Tim Hagen

MOTION CARRIED

V. SPECIAL REPORTS: SELECTMEN'S REPRESENTATIVE, STUDENTS' REPRESENTATIVES, and OTHER REPORTERS

A. Students' Representative Sara Schwartz
   • Senior Class Picnic is Friday, September 12, 2008
   • Drama and band are rehearsing for their fall activities
   • Many new faces, including our new principal, and everyone is adjusting well

B. Selectmen’s Representative Pamela Rowe
   • The mandatory water conservation order should be lifted within the next two(2) weeks. Residents are asked to voluntarily practice water conservation.
   • Andy McKirdy will be honored for his public service on 10/19/08, 5:00 p.m. at the Flanders Fish Market.
   • The annual Heritage Weekend will be held on September 27-28, 2008.
   • The East Lyme Public Library will be open on Sundays from 1-4 p.m. starting 10/5/08.

C. Building Committee Representative Gerard Burkhardt was not present.

D. Other Reporters

VI. CONSENT AGENDA

MOTION: Tim Hagen moved approval of the Consent Agenda as amended (move to VII.A.4. (B) proposed 2008-2009 budget transfer ($12,824.64 to cover new instructional aides for the 2008-2009 school year); approved Consent Agenda item - (A) proposed 2008-2009 budget transfer ($400.00 due to recording error on budget document submitted to CO from NCS); Jaime Ellis seconded.

VOTE: Unanimous

MOTION CARRIED

VII. DISCUSSION & ACTION ITEMS

A. Finance/Facilities/Community
   1. Discussion/action re: Proposed 2008-2009 Rental Agreement with LEARN
      Item was tabled from the August 18, 2008 meeting. The newly proposed increase sufficiently covers electricity, fuel and maintenance costs. Due to the lateness of this proposal, LEARN respectfully requested that the rates remain as originally proposed on July 15, 2008. In March 2009, the administration will engage in dialogue with LEARN regarding a 2009/2010 agreement.
MOTION: Mary Broderick moved approval of the option B 2008/2009 rental agreement with LEARN as proposed to the Board on July 15, 2008 (3% increase over 07/08); Jaime Ellis seconded.

VOTE PRO: Kevin Seery, Mary Broderick, Jaime Ellis, Melissa Ford, Laura Greenstein, Tim Hagen, Al Littlefield, Marlene Nickerson

VOTE CON: Andy Dousis

MOTION CARRIED 8:1

2. Discussion re: East Lyme Aquatic Profit and Loss Update for FY 08, 07, 06 Tabled for Pool Committee review.

3. Discussion re: Bus Contract with First Student Dr. Smotas responded to a concern raised by an East Lyme parent regarding the ages of the buses in service with the district. He explained that under the “5-year used bus contract” with First Student, new buses are scheduled to be put into place in September/October 08. Engaging in a “new bus contract,” would cost the district an additional $270,000 per year.

4. Discussion/action re: Proposed 2008-2009 Budget Transfer Dr. Smotas reminded the Board that the budget transfer in the amount of $12,824.64 is for an instructional aide in the Integrated Primary Program and will be paid for from the savings of a .7 special education teacher at NCS. The $109,009.44 transfer is offset by tuition savings from students brought back to the district and will be used to fund the 8.5 instructional aides approved by the Board on August 18, 2008. The Budget Subcommittee recommended approval of the transfers.

MOTION: Al Littlefield moved approval of the proposed 2008-2009 budget transfers as presented ($12,824.64 to cover new instructional aides for the 2008-2009 school year and $109,009.44 to cover the costs of 8.5 instructional aides as approved by the Board on August 18, 2008); Laura Greenstein seconded.

VOTE: Unanimous

MOTION CARRIED

B. Instruction

1. Discussion re: CT State Department of Education (CSDE) Decision Regarding Student Fees Dr. Smotas was notified by Attorney Laura Anastasio that a parent requested a legal opinion from the CT State Department of Education regarding East Lyme’s district practice of levying student fees for some courses. As a result of Attorney Anastasio’s interpretation of Section 10-228 and 10-220 of the CT Education Laws, the East Lyme School District’s budget may be impacted by at least $100,000 per year for fees which may not be collected in the future. Dr. Smotas is consulting with other superintendents as well as additional legal consultation and will update the Board at the next meeting. Until a final assessment is completed, the collection of fees has been suspended.

C. Personnel


MOTION: Jaime Ellis moved approval of the proposed 4-year agreement (July 1, 2008 through June 30, 2012) between the ELBOE and the EL Non-Certified Custodial/Maintenance Bargaining Unit, Local 1303-187 of Council 4, AFSCME/AFL-CIO as presented; Mary Broderick seconded.

VOTE: Unanimous

MOTION CARRIED
2. **Discussion/action re: Proposed Paraprofessional Staffing Plan Increase**  
Director of Special Services Steve Buck requested a total of 3.0 FTE instructional aide positions be added to the staffing plan to cover the needs presented by a new student to the district, a student remaining in the district, and two students moving from half to full day programming. Each of the students presents either a social/emotional and/or safety issue. Communication will continue with parents and previous outplacements to ensure student needs are met.

**MOTION:** Tim Hagen moved approval of the proposed addition of 3.0 FTE district wide instructional aides to the 2008-2009 staffing plan as presented; Jaime Ellis seconded.

**VOTE:** Unanimous

**MOTION CARRIED**

D. **Policy**

1. **Discussion/action re: Second Reading – BOE Policy 1314 - Soliciting Funds from and by School Personnel**  
This item was tabled.

2. **Discussion/action re: Second Reading – BOE Policy 1324 – Solicitation of Funds**  
This item was tabled.

3. **Discussion/action re: Second Reading – BOE Policy 4222 – Paraprofessionals**  
This item was tabled.

4. **Discussion/action re: Second Reading – BOE Policy 5118 – Non Resident Status**  
This item was tabled.

5. **Discussion/action re: Second Reading – BOE Policy 6161.3 – Comparability of Services**  
This item was tabled.

6. **Discussion/action re: Second Reading – BOE Policy 6162.51 – Survey of Students**  
This item was tabled.

E. **Other**

2. **Discussion/action re: Presentation of Superintendent’s 2007-2008 Annual Report**  
This item was moved to Executive Session.

**VIII. ADMINISTRATION REPORTS**

A. **Superintendent of Schools – Dr. Paul Smotas**

- Dr. Smotas reported on the successes of professional development activities for teachers, new teacher orientation, paraprofessional training and opening day for students.
- ELHS Back to School Night 9/18/08 at 6:30 p.m.
- ELHS College Fair 10/7/08 at 6:30 p.m.
- NEASC evaluation of ELHS will occur November 7-10, 2010. ELHS Principal Dr. John Sullivan is meeting weekly with the steering committee and will “kick off” parent surveys on Back to School Night.
- Our thoughts and prayers are with ELHS retired teacher Bill Bonavita and his family at this very difficult time.
- Dr. Smotas thanked staff members who were involved in conducting interviews over the summer months.
- Due to mandatory water restrictions, the resodding of fields, and the cut backs on summer maintenance help, the playing fields suffered considerable deterioration over the summer.
- Approximately $500.00 was spent for the bus route consolidation project. All concerns were investigated.
- The ELMS Butterfly Garden is student maintained.
• Dr. Smotas does not see the need to consider redistricting based on enrollment figures of 9/5/08.
• A contractor will dismantle and remove the Flanders playground this weekend. Dr. Smotas and Mr. Freeman have had multiple meetings with the Flanders PTA. The majority of the project will be funded through the Flanders revenue account. The goal is to complete the project by next spring. Dr. Smotas will continue to update the Board.

B. Assistant Superintendent of Schools – Mr. Paul Freeman
• Mr. Freeman echoed Dr. Smotas remarks regarding the successes of professional development activities and the opening of school.
• The administrative leadership team recently participated in two(2) days of professional development.
• A compilation of teacher professional development evaluations will be provided to the Board.

C. Business Manager – Mr. Don Meltabarger
• An EnerNOC capacity payment in the amount of $4,740.00 was received for April, May, and June 2008. Capacity payments are awarded for the amount of capacity that we commit to reduce from the electrical grid during a demand response event. Payments are received whether or not an actual event occurs. In addition, energy payments are awarded for the total amount of energy consumption reduced from the grid during an event.
• ELHS Solar Project Update – The design has been substantially completed and Constellation is negotiating with roofing and electrical subcontractors to begin by the end of this month. The expected project completion date is 12/31/08.
• ELHS is an emergency shelter. Dr. Smotas recognized Don Meltabarger as “Mr. Energy” for acquiring the generator at no cost.

IX. COMMITTEE REPORTS
A. Budget Committee – Meeting 9/8/08 7:15 p.m.
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. ELPS BEST Program Brochures
B. Mission of the Best Program Presentation
C. International Reading Association article entitled New IRA commission will address RTI issues, August/September 2008 Reading Today noting Dr. Karen Costello as a Commission member
D. WSRA Journal Article, Vol. 47, No. 3, (2008), Response to Intervention – Where We Are... Connecticut’s Response to Intervention RtI (February 2008 Executive Summary) authored by Dr. Karen Costello
E. CSDE 2008 Back-to-School Message from Commissioner Mark K. McQuillan dated 8/21/08
F. Congratulatory letter from the United Way to Dr. Smotas dated 8/13/08 re: $6,218.00 in employee contributions
G. CSDE Brochure entitled The Condition of Education in Connecticut dated August 2008
H. ELHS Viking Saga, Volume 42 Edition 1, dated 9/2/08
XI. **NOTICES**

A. Notice of the following staffing changes:

1. **Appointments**
   - David Casko, .2 Computer Education Teacher, MS, 8/26/08
   - Adam Coleman, 1.0 Science Teacher, MS 8/26/09
   - Jeff Drew, .5 Social Studies Teacher, HS (Alt Ed, 9/2/08)
   - Margaret Elkins, 1.0 Instructional Aide, DW at HS, 9/2/08
   - Kathleen Hewes, 1.0 Teaching Assistant, MS 9/2/08
   - Richelle Johnson, 1.0 Social Studies Teacher, MS, 8/26/08
   - Michelle Lyons, 1.0 Instructional Aide, HA, 9/2/08
   - Rachel Maran, 1.0 Kindergarten Long Term Substitute Teacher, HA, 8/26/08
   - Kim Moran, 1.0 Science Long Term Substitute Teacher, MS, 9/8/08 – 10/17/08
   - Mathew O’Grady, 1.0 Math Teacher, HS, 8/26/08
   - Patricia Picard, .4 Math Teacher, HS, 9/2/08
   - Patrice Rando, .30 Early Bird Facilitator, NC, 9/2/08. This is in addition to her current Position as .30 School Aide, NC
   - Eileen Ruth, 1.0 Instructional Aide, FL, 9/8/08
   - Carlos Saluti, 1.0 Teaching Assistant, HS, 9/2/08
   - Lindsay Santoro, 1.0 Instructional Aide, DW at HS, 9/2/08
   - Robin Shabunia, .4 Health/PE Teacher, MS, 9/2/08
   - Rebecca Silva, 1.0 Instructional Aide, HA, 9/2/08
   - Patricia Spalding, 1.0 Grade 1 Teacher, NC, 8/26/08
   - Stacie Tuzik, 1.0 Art Teacher, .85 at HA and .15 at MS, 8/26/08
   - Stacie Venditto, 1.0 Teaching Assistant, NC, 9/2/08
   - Shannon Wymer, 1.0 English Long Term Substitute Teacher, HS, 8/26/08 – 1/21/09

2. **Reassignments**
   - Denise Scarnati, from 1.0 Teaching Assistant to 1.0 Instructional Aide, MS, 9/2/08
   - Sherry Turner, from .7 FL and .3 DW at HA Speech Pathologist (07/08) to .5 HS, .3 HA DW (Preschool) HA and .2 DW

3. **Increases/Decreases in FTE**
   - Katie Brfeen, increased from .7 to 1.0 Elementary Music Teacher, DW, 8/26/08
   - Laura Gordy, increased from .2 to .3 (from 8 to 10 hrs) School Aide, HA, 9/2/08
   - Anne Megan, increased from .6 to .8 Elementary Music Teacher, HA, 8/26/08
   - Lisa Opsahl, increased from .5 to 1.0 Instructional Aide, HA, 9/2/08

4. **Resignations**
   - Melissa Dempsey, 1.0 Language Arts Teacher, MS, 7/30/08
   - Tanya Deveau, .33 Instructional Aide, HA, 8/21/08
   - Joel French, 1.0 Instructional Aide, HS, 8/29/08
   - Kimberley Welcome, 1.0 Instructional Aide, DW at HA, 8/26/08

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

B. Future Agenda Items:
   1. 2009-2010 ELPS Calendar
   2. Long Range Planning
   3. Early Childhood Education Update – First Committee Meeting 9/17/08, 3:30 p.m. at Central Office
   4. CMT Report – 9/22/08 by Dr. Karen Costello
   5. CAPT/SAT/ACT/AP Report – 10/14/08 by Dr. John Sullivan
XIII. **PUBLIC COMMENT** – None at this time.

A 5-minute recess as held at 9:04 p.m.

XIV. **EXECUTIVE SESSION**

**MOTION:** Jaime Ellis moved into Executive Session at 9:16 p.m. to include the Superintendent for the purpose of conducting the annual evaluation of the Superintendent; Marlene Nickerson seconded.

**VOTE:** Unanimous

MOTION CARRIED

Executive Session ended at 11:46 p.m.

XV. **ADJOURNMENT**

**MOTION:** Jaime Ellis moved to adjourn the meeting at 11:47 p.m.; Andy Dousis seconded.

**VOTE:** Unanimous

MOTION CARRIED

Respectfully submitted,

*Tim Hagen/Ab*

Tim Hagen, Acting Secretary
East Lyme Board of Education