

**EAST LYME BOARD OF EDUCATION
East Lyme, Connecticut**

**Tuesday, May 12, 2015
Regular Meeting: 7:00 p.m.
Room B101, East Lyme High School**

REGULAR MEETING MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Jill Carini, Candice Carlson, Pam Rowe, Barbara Senges, Jaime Barr Shelburn, Marlene Nickerson (arrived 7:20 p.m.)

Board Members Absent: Joe Arcarese, Rob Kupis

Administrators Present: Jeffrey Newton (Superintendent), Donna Gittleman (Interim Assistant Superintendent for Special Education and Pupil Personnel), Dr. Karen Costello (Administrator for Program Improvement), Linda Anania (Flanders Principal), Dr. David Miko (Lillie B. Haynes Principal), Melissa DeLoreto (Niantic Center Principal), Dr. Judy DeLeeuw (East Lyme Middle School Principal), Mike Susi (East Lyme High School Principal), Maria Whalen (Director of Business and Facilities), Pat Lannon (Technology Director), Nancy Burdick (Business Supervisor)

- I. **CALL TO ORDER** – The meeting was called to order at 7:04 p.m. by Chair Tim Hagen.
- II. **PLEDGE OF ALLEGIANCE** – Led by ELHS seniors Kendall Roberts and Robert Alden
- III. **PUBLIC COMMENT** – None

**CONNECTICUT ASSOCIATION OF BOARDS OF EDUCATION (CABE)
Student Leadership Award Winners**

Kendall Roberts, Grade 12

Robert Alden, Grade 12

Staff Recognition

Rachel Michaud, ELHS Art Teacher

Selected by ELHS alumna Danni Shen,
Merrill Presidential Scholar at Cornell University,
as the secondary school teacher who has made the
most significant contribution to her education

Dr. Judy DeLeeuw

2015 Connecticut Association of Schools (CAS)

Middle School Principal of the Year

Dr. Karen Costello, Administrator for Program Improvement

Connecticut Association of School Librarians (CASL)

CASL Administrator's Award

IV. APPROVAL OF MINUTES

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education April 27, 2015 Regular Meeting as presented; Pam Rowe seconded.

VOTE PRO: Tim Hagen, Al Littlefield, Marlene Nickerson, Pam Rowe, Jaime Barr Shelburn

VOTE CON: None

ABSTAIN: Jill Carini, Candice Carlson, Barbara Senges

MOTION CARRIED 5:0:3

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education April 27, 2015 Meeting of the Whole as presented; Marlene Nickerson seconded.

VOTE: Unanimous

MOTION CARRIED

VI. SPECIAL REPORTS**A. Students' Representative – Megan Dugan**

- Plant Sale Fundraiser
- ELHS Teacher Appreciation Breakfast sponsored by Student Senate and other ELHS clubs
- ELHS students recently partnered with elementary students to work on science projects
- AP testing started last week and SBAC this week
- Senior Prom will be held at the Water's Edge
- Art Expo, Monday, May 18, 2015, 6:00 – 8:00 p.m., Gerald M. Mistretta Commons, ELHS

B. Selectmen's Representative – First Selectman Mark Nickerson

- Actual "Hole in the Wall" will open this weekend and beach will be open 7 days a week – Be mindful of construction zone
- Enjoyed visit today at Outdoor Environmental Classroom Day at Hole In the Wall today for ELPS 3rd grade students
- Budget Referendum – May 21
- Tree dedication at Town Hall to recognize Former First Selectman Paul Formica for his service

C. Salem Board of Education**D. Town Building Committee - None****VII. CONSENT AGENDA**

MOTION: Jaime Barr Shelburn moved approval of the Consent Agenda as presented (A. Donation of elementary Spanish resources to ELPS from Madeline Franco-DeFaria with an approximate value of \$4,450); Pam Rowe seconded.

VOTE: Unanimous

MOTION CARRIED

VIII. DISCUSSION/ACTION ITEMS**A. Finance/Facilities/Community****1. Discussion re: Board of Education Budget for 2015/2016**

As a result of the rise in health insurance costs the district faces for the upcoming year, Superintendent Jeff Newton invited Brown and Brown Insurance representatives Sonia Kaminsky and Chuck Petruccione to present an overview of the town and school district's medical insurance claim history to the Board. The increase is not affiliated with the change in insurance carrier that occurred this year from Anthem to Aetna. Insurance costs are determined by claims paid out for the participants of the plan and projected medical costs based on their current diagnosis. This year the town and the Board of Education have experienced very high expenses due to several major illnesses. Based on the claim history trend, Aetna recommends the district prepare for a 20% increase in rates. The district budgeted 5%. Employee insurance costs will be impacted. First Selectman Nickerson anticipates that \$1m of the town's insurance reserve will be used in June 2015 and the need to replenish those funds. Sonia and Chuck will keep Mr. Newton updated on claims, First Selectman Mark Nickerson and Jeff Newton will continue to meet regularly, and Mr. Newton will apprise BOE employees of the health insurance issues and increased costs that we are facing for the upcoming year.

2. Discussion re: Update on ELHS Baseball Field/Dugouts

Superintendent Jeff Newton and Supervisor of Facilities Ted Hunt updated the Board on the collaborative effort with the town to address ELHS baseball field issues. The field is playable, the dugouts have been removed, and poles have been set for a new permanent fence per modifications of the town engineer. Dugouts will be replaced at a later date, and aluminum benches will be installed for the summer.

B. Instruction

1. Discussion re: Update on Recent ELHS Trip to China

ELHS Principal Michael Susi provided an update of his recent visit to China. The purpose of the trip was to interview potential students to attend ELHS for the 15-16 school year, review curriculum, give model lessons and observe classes, and to provide professional development for staff. ELHS faculty members Dan Nazzaro (Science), Henry Kydd (Social Studies), Ryan Ainscough (English), and Deb Kelly (Counselor) and Ryan Ainscough (MS Math) accompanied Mr. Susi on the trip. Potentially 8 or 9 Chinese students may attend ELHS for their senior year, although other students may be considered for one-year only. Spiral International has offered with costs of ESL support. The Board thanked the staff members for their support.

2. Discussion re: Proposed ELPS Educator Evaluation and Support Plan for 2015-2016

The administration shared the changes made to the ELPS Educator Evaluation and Support Plan for 2015-2016 before submission to the CT State Department of Education (CSDE). Upon receiving state approval, the plan will be presented to the Board for adoption. Minor revisions based on this year's experience include:

- Updated parent and staff surveys
- Reference made to a CSDE website that provides evidence guides, a supplemental resource to support teachers

3. Discussion re: Proposed ELPS Administrator Evaluation & Development Plan for 2015-2016

The administration shared the changes made to the ELPS Administrator Evaluation and Development Plan for 2015-2016 before submission to the CT State Department of Education (CSDE). Upon receiving state approval, the plan will be presented to the Board for adoption. Minor revisions based on this year's experience include:

- Page 17 – Added “The SPI data is unavailable for the 2014-2016 school years. Therefore, locally determined measures will be used for the entire 45%.”
- Page 21 – Second paragraph has been rewritten.

C. Personnel

D. Policy

E. Other

IX. ADMINISTRATION REPORTS

A. Superintendent of Schools – Mr. Jeffrey Newton

- Attended Outdoor Stormwater Project at Hole in the Wall – great experience for students
- ELHS ranking – US World News Report #592 High School in US out of 29,070 that were rated and #16 in the State. Congratulations to Mr. Susi and staff.
- Silver medal award for
- Spending as much time as possible visiting schools and programs
- Budget 14/15 and 15/16 – positive work with Maria Whalen and Nancy Burdick
- Meeting regularly with Interim Assistant Superintendent Donna Gittleman
- Thanked Technology Director Pat Lannon for supporting testing

B. Interim Assistant Superintendent of Schools – Ms. Donna Gittleman

The Assessment Reduction Committee will meet on Friday, May 15. We chose to look at standardized testing. CREC is conducting a survey for us – 400 parents have responded to date.

- C. Business/Facilities Director** – Ms. Maria Whalen
Working on budget and health insurance issues.

X. COMMITTEE REPORTS

- A. AAA Committee
- B. FFO Committee – Minutes of 4/27/15
- C. Policy Review Committee
- D. Other

XI. COMMUNICATIONS

- A. EL Aquatic & Fitness Center Foundation, Inc. Minutes of 1/22/15
- B. ELPS Retirement Flyers
- C. The Viking Saga, Volume 48, Edition 17, dated 5/7/15

XII. NOTICES

- A. Notice of staffing changes:
 - 1. Appointments
 - Anne Astley, 1.0 FTE Administrative Assistant I (Temporary), HS, 4/13/15 – 6/18/15
 - 2. Reassignments
 - Dhelean Ubinas-Rivera from 1.0 FTE Instructional Aide (1:1) DW @ HA to (1:1) ABA PK-1 DW @ HA, 5/12/15
 - 3. Resignations
 - Tina Frydryk, 1.0 FTE Younger's Program Facilitator, FL, 5/15/15
 - Jonathan Nazarko, 1.0 Instructional Aide (1:1), DW @ HS, 6/5/15
 - Rachel Pirie, 1.0 FTE Elementary Teacher, FL, 6/18/15
 - Robert Reas, 0.5 FTE Art Teacher, HS, 6/18/15
 - Jessica Terry, 1.0 FTE Instructional Aide (1:1), DW @ MS, 5/8/15 (date adj from 6/18/15)
 - 4. Supplemental Positions (2014/2015)
 - Jeff Beale, Golf Assistant Coach, HS
 - 5. ▪ Kim Winkler, Lego Club Advisor, MS
- B. Notice of out of state field trips: None

XIII. BOARD COMMENTS/FUTURE AGENDA ITEMS

- A. Board Comments:
 - Praise for new superintendent received from parents – Candice Carlson
 - Thanked Jeff Newton, Donna Gittleman and Maria Whalen for continuing reports to BOE - Pam Rowe
 - MS Literacy Program presentation to AAA Committee was outstanding – Barbara Senges
 - ELTA negotiation dates will be forthcoming – Al Littlefield
- B. Future Agenda Items:
 - 1. Progress on Implementation of Teacher and Administrator Evaluation and Development Plan – J. Arcarese - *To be scheduled*
 - 2. Pre-K Program Discussion – *To be scheduled*
 - 3. Town Audit Report – 5/26/15
 - 4. Redistricting Discussion – Jill Carini – *To be scheduled*
 - 5. Assessment of first year of Full Day Kindergarten – *To be scheduled*

XIV. PUBLIC COMMENT

- 1. Chris Smith, 24 Black Point Road - Niantic, read a letter dated 5/11/15 from Maria Vargas, 18 Pontiac Drive, opposing possible closure of NCS. The letter will be attached to the official minutes.
- 2. Bill Derry, Pennsylvania Avenue - Niantic, respects difficult budget but opposes closing Niantic Center School. Stated that he felt that it was not the right decision for our children.
- 3. Mike Kegan, 59 Black Point Road, important to think about the individual's impacted when closing a school.

A short break was taken at 9:34 p.m.

XV. EXECUTIVE SESSION

MOTION: Jamie Barr Shelburn moved to enter into executive session at 9:40p.m. to discuss personnel and legal issues and to include the Superintendent; Pam Rowe seconded.

VOTE: Unanimous

MOTION CARRIED

The Board exited executive session at 10:10p.m.

XVI. ADJOURNMENT

MOTION: Jamie Barr Shelburn moved to adjourn the meeting at 10:11p.m.; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully Submitted,
Albert Littlefield
Albert Littlefield, Secretary
East Lyme Board of Education