

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

**SPECIAL MEETING
Tuesday, January 20, 2015
7:00 p.m.**

Central Office Conference Room
East Lyme Board of Education Building

MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Candice Carlson, Rob Kupis, Barbara Senges, Jaime Barr Shelburn, Jill Carini

Board Members Absent: Joe Arcarese, Marlene Nickerson, Pam Rowe

Administrators Present: Dr. James Lombardo (Superintendent), Donna Gittleman (Interim Assistant Superintendent), Dr. Karen Costello (Administrator for Program Improvement), Linda Anania, (Flanders Principal), Melissa DeLoreto (Niantic Center Principal), Dr. David Miko (Haynes Principal), Dr. Judy DeLeeuw (ELMS Principal), Jason Bitgood (ELMS Asst. Principal), Mike Susi (ELHS Principal), Don Meltabarger (Finance and Facilities Director), Pat Lannon (Technology Director)

I. **CALL TO ORDER** – 7:05 p.m. by Chair Tim Hagen

II. **PLEDGE OF ALLEGIANCE** – Led by Chair Tim Hagen

III. **DISCUSSION ITEMS**

A. **Discussion re: FY 16 Budget Workshop**

Dr. Lombardo and ELPS administrators provided Board members with the rationale for the new staffing positions proposed in the 2015-2016 budget.

- **1.0 FTE Data Manager (DW) – Clerical Position – Superintendent Dr. Lombardo and Technology Director Pat Lannon**
 - Assist the district with the collection, analysis, and use of data to improve performance and raise the educational level of students in East Lyme
 - Move to Power School information management system software
 - Comply with increased demands of State and Federal reporting mandates
- **1.0 FTE Reading Teachers (Elementary – 1.0 FL and 1.0 HA) – Flanders Principal Linda Anania and Haynes Principal Dr. David Miko**
 - Provide tier 3 services for students with reading challenges in Grades 1 – 4
- **1.0 FTE Reading Teacher (High School) – ELHS Principal Michael Susi**
 - Data collection clearly recognizes literacy issues in grades 9 – 12
 - One third of Grade 9 students are in need of instructional support in reading
 - Enable reading consultant to work with content area teachers to develop learning strategies

- Provide more 1-to-1 and small group instruction for students who do not qualify for special education
- **1.0 FTE Dean of Students (Certified Teacher) Middle School – ELMS Principal Dr. Judy DeLeeuw and Assistant Principal Jason Bitgood**
- Assist with discipline issues, investigations, communication, and ensure security and safety in the building
- Enable principal and assistant principals to assist in improved education for students
- **1.0 FTE Assistant Principal (092 certification) -- Shared between Flanders and Haynes – Flanders Principal Linda Anania and Haynes Principal Dr. David Miko**
- Support building principals in all areas
- Enables principals to provide support to new teachers
- Principal Linda Anania spoke regarding the impact the state mandates and education reform issues have on students and staff and how they have redefined the principal's role.
- **1.0 FTE Special Education Clerical Support – High School – ELHS Principal Mike Susi and Interim Assistant Superintendent Donna Gittleman**
- Provide clerical support for 504 and SRBI reporting requirements
- **Monitorial Aides - \$20,000 – High School – ELHS Principal Mike Susi**
- Additional Lunch Aides will replace high school teachers assigned lunch duty, and in turn will free up those teachers to provide direct support for students

Jaime Barr Shelburn recommended that a one page summary be prepared for each new position to help with communication and upcoming justification discussions. The summary should included a brief high level description of the job role and functions; title; reporting alignment; union affiliation (if appropriate); and total cost of funding the position (salary and benefits).

The next Board meeting on Monday, January 26 will focus on district operations.

IV. ADJOURNMENT

MOTION: Al Littlefield moved to adjourn the meeting at 9:47 p.m.; Jaime Barr Shelburn seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully submitted,

Albert Littlefield

Albert Littlefield, Secretary

East Lyme Board of Education