

***"East Lyme Public Schools will inspire, engage and educate each student to become a contributing citizen and a responsible, independent, and critical thinker."***

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

**Monday, November 9, 2015**  
Room B101 (INTV Room), East Lyme High School

**REGULAR MEETING MINUTES**

**Board Members Present:** Tim Hagen (Chair), Al Littlefield (Secretary), Jill Carini, Pam Rowe, Barbara Senges, Jaime Barr Shelburn

**Board Members Absent:** Candice Carlson, Rob Kupis, Marlene Nickerson, Joe Arcaese

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

**I. CALL TO ORDER** – The meeting was called to order at 7:00 p.m. by Chair Tim Hagen

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

There was no objection in moving forward agenda item VII.A.1. Discussion/action re: Award East Lyme High School Diploma to Military Veteran.

*There was no objection in adding VII.E.1. Discussion re: Budget Workshop.*

**VI. DISCUSSION/ACTION ITEMS**

**A. Instruction**

**1. Discussion/action re: Award East Lyme High School Diploma to Military Veteran**

*Public Act 13-57 authorizes boards' of education to award high school diplomas to Vietnam Era veterans who left high school for military service before graduating.*

**MOTION:** Jaime Barr Shelburn moved that pursuant to the provisions of Public Act 13-57, the East Lyme Board of Education awards a high school diploma to Vietnam era veteran Hyde Harman III who left East Lyme High School for military service before graduating as presented; Pam Rowe seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

State Representative Ed Jutila and Legislative Aide Jason Knight presented Hyde Harman III with a proclamation from the State of CT General Assembly. Hyde Harman III was presented his East Lyme High School diploma by East Lyme High School Principal Mike Susi. Mr. Harman was congratulated by the entire Board of Education.

**III. PUBLIC COMMENT**

Julie Horner, 42 Manwaring Rd, Niantic, spoke in support of the idea of renovating as new Niantic Center School and building new Flanders School, as well as giving more space for town needs. She thanked Board members for their service and the many years of work to bring the building project forward.

**IV. APPROVAL OF MINUTES**

**MOTION:** Jaime Barr Shelburn moved approval of minutes of the Board of Education October 26, 2015 Regular Meeting as presented; Pam Rowe seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**V. SPECIAL REPORTS****A. Students' Representative** – Matt Spang and Lily Zhong

1. In response to the recent ELHS Spirit Week incidents, this week students are participating in Awareness Day acts of kindness and the Senior Senate Pledge.
2. Students from China are experiencing an adjustment period at ELHS and EL students are making themselves more available to help them out.

**B. Selectmen's Representative** – Selectman Kevin Seery

1. Reapproved lease of police building w/Dominion for \$1.00 per year for 10 more years.
2. Allowed 1<sup>st</sup> Selectman to enter into contract for micro cell tower near Bridebrook.
3. New fire department ladder truck will arrive next week.
4. A Blight Ordinance being developed to address six to seven properties in town that present serious hazards.
5. 11/28 3:00-7:00 p.m. Annual Holiday Stroll and 5:00 p.m. Tree Lighting Ceremony on theTown Green.
6. 12/12 Jingle Bell 5k Run to Benefit the Brian Daigle Memorial Fund.
7. 12/12 6:00 p.m. Niantic Light Parade. The rain date is 12/13 at 5:00 p.m.
8. BOE incumbents were congratulated on their reelection.
9. Discussing possible town uses for Lillie B. Haynes building, the town will possibly be contracting a study to be conducted.

**C. Salem Board of Education** None.**D. Town Building Committee** None.**VII. CONSENT AGENDA** - None**VIII. DISCUSSION/ACTION ITEMS****B. Instruction****1. Discussion/action re: Award East Lyme High School Diploma to Military Veteran**

*Moved to follow the Pledge of Allegiance*

**C. Finance/Facilities/Community****1. Discussion re: Status of Student Activity Fund for Class of 2010**

As a result of an inquiry by an ELHS alumni, Superintendent Newton informed the Board of his plans to work with Principal Mike Susi to disburse the remaining funds in the Student Activity Fund for the ELHS Class of 2010. Discussed best uses include the new high school electronic sign to be installed on Chesterfield Road, the Brian Daigle Memorial Fund (2010 ELHS graduate) and other scholarship opportunities. The plan going forward is working with class advisors and student representatives to liquidate all funds at the end of each school year. The topic was also discussed at the FFO Committee meeting on October 26, 2015.

**2. Discussion/action re: Proposed Approval of Final Plans for Phase One of ELPS Elementary School Building Project**

The Board discussed the revised budget cost estimates dated November 9, 2015 as follows:

**Conceptual Budget Cost Estimates (dated October 14, 2015 and updated November 9, 2015)**

	Niantic Center School		Flanders School	
	<u>10/14/15</u>	<u>11/9/15</u>	<u>10/14/15</u>	<u>11/9/15</u>
Projected Building Cost:	\$39,657,961.00	\$36,849,338.00	\$49,778,945.00	\$45,906,517.00
Projected State Reimbursement:	<u>(11,806,845.00)</u>	<u>(10,970,671.00)</u>	<u>(14,174,749.00)</u>	<u>(13,072,060.00)</u>
Total Cost to Town of East Lyme:	<b>\$27,851,116.00</b>	<b>\$25,878,667.00</b>	<b>\$35,604,196.00</b>	<b>\$32,834,457.00</b>

Superintendent Newton reported that the revised cost estimates of 11/9/15 reflect a \$5 million reduction and cost savings and adjustments will be an ongoing process. Chair Tim Hagen assured the Board that professionals within the town that have expertise in this area will be brought together for a "think tank" meeting to review details and costs.

*Information is available on the East Lyme Public Schools website at [www.eastlymeschools.org/](http://www.eastlymeschools.org/).*

**MOTION:** Pam Rowe moved to approve total conceptual cost estimate of \$82,755,855 to replace the existing Flanders School with a new facility and renovate as new Niantic Center School; advancing the project to the Board of Selectmen for their review and action as presented; Jill Carini seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**3. Community Forum for ELPS Elementary School Building Project on Wednesday, November 18, 2015**

The Board informed the public of the community forum scheduled for Wednesday, November 18, 2015, 6:00 p.m. at East Lyme Middle School regarding the Elementary School Building Project. Board members discussed the importance of posting a clear agenda and clarifying this is the beginning of a series of forums. Board members were asked to review the draft presentation and present feedback to Chair Hagen and Superintendent Newton. The presentation will be reviewed on Thursday, November 12 at 3:00 p.m. in Superintendent Newton's office and Board members are invited to attend.

**D. Personnel**

**1. Discussion/action re: Proposed Ratification of Agreement Between the East Lyme Board of Education and the East Lyme Teachers' Association September 1, 2016 through August 31, 2019**

The East Lyme Teachers' Association (ELTA) ratified the Agreement Between the East Lyme Board of Education and the ELTA for July 1, 2016 through June 30, 2019. The ELTA and the Board negotiating committee (Candice Carlson, Al Littlefield, and Jaime Barr Shelburn) were thanked for a positive process and collaborative effort. Attorney Anne Littlefield, Finance Director Maria Whalen and Board of Finance representatives Camille Alberti and Steve Harney were extremely helpful in the process.

**MOTION:** Al Littlefield moved to ratify the proposed Agreement Between the East Lyme Board of Education and the East Lyme Teachers' Association for the period July 1, 2016 through June 30, 2019 as presented; Jill Carini seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

Chair Hagen stated that the Board had achieved their goal of providing more competitive teacher salaries with neighboring districts.

**E. Policy**

**F. Other – Moved to end of the agenda with no objection**

**IX. ADMINISTRATION REPORTS**

- A.** Superintendent of Schools – Mr. Jeffrey Newton  
Good discussions with Salem regarding Salem Cooperative Agreement
- B.** Interim Assistant Superintendent of Schools – Ms. Donna Gittleman  
ELPS Calendar Committee will meet soon to discuss proposed 2016-2017 school calendar
- C.** Business/Facilities Director – Ms. Maria Whalen  
Actively working on budget

**X. COMMITTEE REPORTS**

- A.** AAA Committee – Oral report of 11/9/15 meeting by Jaime Barr Shelburn
- B.** FFO Committee – Minutes of 10/26/15 were distributed
- C.** Policy Review Committee – Oral report of 11/9/15 meeting by Jaime Barr Shelburn

**XI. COMMUNICATIONS**

- 1. The Viking Saga, Volume 49, Edition 5, October 29, 2015

**XII. NOTICES****A. Notice of the following 2015/2016 staffing changes:**1. Appointments for 2015/2016:

- Dianne Anderson, 1.0 FTE Special Education Long-Term Substitute Teacher, HS, on or about 01/29/16 – 03/30/16
- Daniel Ostasiewski, 1.0 FTE English Long-Term Substitute Teacher, HS, on or about 10/27/15 – 11/24/15
- ECSU student teacher Shannon Shultz with ELMS physical education teacher Lisa Kriger, 03/21/16 – 05/13/16

2. Resignations:

- Kris Sanborn, 1.0 FTE Instructional Aide (1:1), DW @ MS, 10/22/15

**B. Notice of the following out of state field trips: None at this time****XIII. BOARD COMMENTS/FUTURE AGENDA ITEMS****A. Board Comments - None****B. Future Agenda Items:**

1. Progress on Implementation of Teacher and Administrator Evaluation and Development Plan – J. Arcarese – *November 2015*
2. Summer School Program/Camp – Candice Carlson – *To be scheduled*
3. Proposed Pool Renovation at ELHS – *November 23, 2015*
4. Draft East Lyme/Salem Cooperative Agreement – *January 2016*
5. East Lyme / Chinese Program Update – *Monthly*
6. Food Service Program Discussion – *FFO Committee, November 23, 2015*
7. Field Trip Discussion – *To be scheduled*
8. East Lyme Youth Survey 2015 Final Report (SERAC) dated 5/29/15 – *November 23, 2015*
9. Inside Look of the Chinese Program at ELHS – *November 2015*

**XIV. PUBLIC COMMENT - None**

The Board took a short break at 8:04 p.m.

**XV. EXECUTIVE SESSION**

**MOTION:** Jamie Barr Shelburn moved to enter into executive session to discuss personnel and legal issues and to include the Superintendent and the Interim Assistant Superintendent for Special Education and Pupil Personnel at 8:07 p.m.; Pam Rowe seconded.

**VOTE: UNANIMOUS****MOTION CARRIED**

The Board exited executive session at 8:29 p.m.

The Board resumed business at 8:30 p.m.

**VII.E.1. Discussion re: Budget Workshop**

The Budget Workshop, led by Superintendent Newton, addressed the following areas:

1. Budget Handbook Discussion.
  - Including the Budget Development Calendar
2. Monthly Expenditure Report and Budget Narrative.
  - An improved report, as is presented to the FFO Committee and to the Board
3. Budget Detail.
  - Including consolidation of Object Codes and Elementary School budget-leveling
4. Potential New Initiatives/Budget Focus Areas for 2016-2017:
  - Middle School: Math and Reading Coaches; Teacher Professional Development (co-teaching); integrating the new State science standards; security improvements; addressing lunch and bus duty
  - High School: Reading support; integrating science, math, and social studies standards changes; use of lunch Aides
  - Elementary Schools: Address the need for math resources.

**XVI. ADJOURNMENT**

**MOTION:** Pam Rowe moved to adjourn the meeting at 9:43 p.m.; Jamie Barr Shelburn seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

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