

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

Monday, February 12, 2015

Regular Public Meeting: 7:00 p.m.

Room B101 (INTV Room) - East Lyme High School

REGULAR MEETING MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Joe Arcarese, Jill Carini, Candice Carlson, Barbara Senges, Jaime Barr Shelburn, Rob Kupis (arrived 7:10 p.m.), Marlene Nickerson (arrived 7:50 p.m.)

Board Members Absent: Pam Rowe

Administrators Present: Dr. James D. Lombardo (Superintendent), Donna Gittleman (Interim Assistant Superintendent), Dr. Karen Costello (Administrator for Program Improvement), Linda Anania (Flanders Principal), Melissa DeLoreto (Niantic Center School Principal), Dr. David Miko (Lillie B. Haynes Principal), Dr. Judy DeLeeuw (East Lyme Middle School Principal), Mike Susi (East Lyme High School Principal), Kim Davis (Special Education Coordinator), Don Meltabarger (Finance and Facilities Director), Nancy Burdick (Business Manager), Pat Lannon (Technology Director)

I. CALL TO ORDER – The meeting was called to order at 7:05 p.m. by Chair Tim Hagen.

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

III. PUBLIC COMMENT - None

IV. APPROVAL OF MINUTES

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education January 12, 2015 Regular Meeting as presented, Candice Carlson seconded.

VOTE PRO: Tim Hagen (Chair), Al Littlefield (Secretary), Candice Carlson, Barbara Senges, Jaime Barr Shelburn, Marlene Nickerson

ABSTAIN: Joe Arcarese, Jill Carini, Rob Kupis

MOTION CARRIED

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education January 20, 2015 Special Meeting as presented, Barbara Senges seconded.

VOTE PRO: Tim Hagen (Chair), Al Littlefield (Secretary), Jill Carini, Candice Carlson, Rob Kupis, Barbara Senges, Jaime Barr Shelburn, Marlene Nickerson

ABSTAIN: Joe Arcarese

MOTION CARRIED

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education February 5, 2015 Special Meeting as presented, Candice Carlson seconded.

VOTE PRO: Tim Hagen (Chair), Al Littlefield (Secretary), Joe Arcarese, Jill Carini, Candice Carlson, Rob Kupis, Barbara Senges, Marlene Nickerson

ABSTAIN: Jaime Barr Shelburn

MOTION CARRIED

V. SPECIAL REPORTS

A. Students' Representative

B. Selectmen's Representative – Rose Ann Hardy

1. Beginning budget reviews next week. BOE budget review date is Wednesday, 3/25/15, 7:00 p.m.
2. Town Meeting, Wednesday, February 18, 2015 – Agenda items are as follows:
 - a. Appropriate a \$161,770 grant from the Department of Defense (DOD) to help cover a joint land use study on the military installations in town in conjunction with Old Lyme and Lyme.

- b. Appropriate \$71,561.42 to complete projects in the Capital Improvement Plan.
- c. Appropriate \$49,305 to install new power generator at Emergency Operations Center to replace the 30-year old generator using a Federal grant of \$40,305 and a 25% match (\$9,000) from the town. BOE may want to consider providing covers for the school generators.
- 3. Update on Grand List: 1.234% increase, which is the largest increase since 2006/2007.
- 4. EL Police Department Incident Reports Status: August 590 calls, November 743 calls, January 360 calls.

- C. Salem Board of Education
- D. Town Building Committee

VI. CONSENT AGENDA – None

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion re: Proposed ELPS Budget for 2015-2016

- Dr. Lombardo walked the Board through the budget questions and responses dated February 12, 2015. New positions represent 1.4% of the 4.45% proposed increase.
- Michael Susi (ELHS Principal) reviewed the data that supports the need for hiring a 0.5 FTE Drug and Alcohol Counselor (cost ≈ \$34K). Police reports, informal conversations with students, and surveys indicate the need for this position. This contracted-professional would provide training to school counselors, offer group options to students displaying risk taking behaviors, support and guide students to make good choices, and educate and provide support to families. The hope is that the Town of East Lyme will also hire this counselor to provide community support outside of the school day.
- Building principals provided additional rationale for other new positions.
 - It was noted that the ELMS position of Dean of Students has been changed to Teacher Leader for Student Safety and Learning.
 - Linda Anania (Flanders Principal) and Dr. David Miko (Lillie B. Hayes Principal) spoke on the need for a shared Assistant Principal to serve Flanders and Lillie B. Hanes elementary schools.
- Don Meltabarger (Finance and Facilities Director) and Nancy Burdick (Business Manager) continued the budget discussion covering the following budget items in response to Board member questions:
 - Salary increases without new initiatives: New staffing additions: \$ 397,314
 - Non-Instructional Equipment (Object 732): \$ 18,000
 - Pupil Services (Object 323) Current FY 15 status:
 - FY15 Budget Amount: \$ 372,615.00
 - Expended To-Date: \$ 306,291.00
 - Encumbered: \$ 238,506.00
 - Remaining Balance: \$ -172,182.00 – *(to be offset by ECS)*
 - Percentage of Certified Staff on top step of Salary Schedule
 - Tuition Breakdown: (Object 560) Tuition paid by East Lyme to charter/magnet schools
- Board discussion ensued and Dr. Lombardo was asked to return with what the budget would look like with increases at the 3.7% and 4% levels.
 - Barbara Senges went on record stating that she does not agree that the Board should look at either figure and should recommend approval of the 2015-2016 Budget as presented.
- Further budget discussion will continue during subsequent meetings with possible action taking place at the next meeting on February 23.
- 2015-2016 Budget presentation by the Board of Education to the Board of Finance is scheduled for March 25.

2. Continued Discussion re: Proposed Elementary Global Language Program

Dr. Lombardo has received unanimous support from elementary and middle school PTA groups to change school times to accommodate the proposed Dual-Language Elementary Global Language Program. The cost of the program will be offset by the tuition paid by the ELHS Chinese student tuitions. Board action is expected by April.

B. Personnel

C. Policy

D. Other

VIII. ADMINISTRATION REPORTS

A. Superintendent of Schools – Dr. James D. Lombardo

1. School Calendar Survey Feedback –

Option 1 – Mirrors the LEARN Regional Calendar, the school year for students starts on August 26, 2015

- Parent responses are 55% in favor of Option 1

Option 2 – Committee’s recommendation – The school year for students starts on September 2, 2015 and will cost the District \$4,000 to transport students who attend magnet schools.

- Teachers are 3:1 in favor of Option 2

2. Snow days taken to-date will add an additional 4 (add days to end of the school calendar with the tentative last day of school for students being June 17, 2015).

3. BOE Presentation to Board of Finance regarding ELPS Elementary Facilities to Board of Selectmen is scheduled for March 11, 2015.

B. Interim Assistant Superintendent of Schools – Donna Gittleman

Although student enrollment is decreasing, identified special education student enrollment continues to increase.

C. Business/Facilities Director – *Don Meltabarger (resignation effective 2/13/15)*

Don thanked the Board for the opportunity to serve ELPS over the last 10 years. Dr. Lombardo read a proclamation and the Board of Education proclaimed Friday, February 13, 2015 as *Don Meltabarger Day*.

IX. COMMITTEE REPORTS

A. AAA Committee – Minutes of the 01/12/15 committee meeting

B. FFO Committee

C. Policy Review Committee

D. Alignment Research Ad hoc Committee

E. East Lyme Elementary Schools Design Steering Committee

X. COMMUNICATIONS

XI. NOTICES

A. Notice of staffing changes:

1. Appointments

- Sarah Anglin, 1.0 Teaching Assistant, NC, 01/12/15
- Lisa DeMaio, 1.0 Administrative Assistant I, HS, 02/06/15

2. Reassignment

- Tina Mulcrone, from 1.0 Instruction Aide, Transition Center to 1.0 Instructional Aide, HS, 01/22/15

3. Increases/Decreases/Additional Appointment

- Karin Carlson, increase 0.1 FTE Music, MS, 01/22/15 through the end of the 2014/2015 school year only

4. Retirements
 - Kathleen Sterling, 1.0 FTE Kindergarten Teacher, FL, 06/30/15
 - Charles Wyand, Jr., 1.0 FTE Math Teacher, MS, 06/30/15
5. Resignations
 - Anne Brodaski, 1.0 FTE Instructional Aide, FL, 01/23/15
 - Donna Gibson, 0.8 FTE Younger's Program Aide, FL, 01/21/15
 - Carol Kensel, 1.0 Administrative Assistant I, HS, from 01/22/15 to 02/5/15
6. Supplemental Appointment 2014/2015
 - Sean Ashburner, Chinese Program Liaison, MS, January – June 2015
 - Nicole Burke, Chinese Program Liaison, MS, January – June 2015
 - Paul Ciccone, Costume Director, Spring, HS
 - Anthony Maise, Drama Director, Spring, HS
 - Grant Place, Drama Director, Spring, HS
 - Lisa Ramaccia, Stage Director, Spring, HS
 - Carla Woitovich, Chinese Program Liaison, MS January – June 2015
7. Supplemental Resignation 2014/2015
 - Trent Gerbers, Volleyball Intramural Coach, MS, 01/16/15

B. Notice of the following out of state field trips:

1. ELHS field trip to NE Institute of Technology, East Greenwich, RI on Friday, 01/23/15
2. ELMS field trip to Boston, MA on Thursday, 05/14/15, to visit the Boston Museum of Science, Quincy Market and Fenway Park
3. ELHS field trip to Six Flags New England, Agawam, MA, Friday, 05/21/15, to participate in the Great East Festival Adjudication

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. Board Comments

Parents reported they appreciated the school calendar survey opportunity – Candice Carlson

B. Future Agenda Items:

1. Proposed Global Education Task Force Recommendation Regarding the Suspended Elementary Program – continued discussion
2. Progress on Implementation of Teacher and Administrator Evaluation and Development Plan – J. Arcarese – To be scheduled
3. Pre-K Program Discussion – To be scheduled

XIII. PUBLIC COMMENT - None

XIV. EXECUTIVE SESSION – None

XV. ADJOURNMENT

MOTION: Jamie Barr Shelburn moved to adjourn the meeting at 9:52 p.m.; Marlene Nickerson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully Submitted,

Albert Littlefield

Albert Littlefield, Secretary
East Lyme Board of Education