

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

Monday, February 23, 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), Jill Carini, Candice Carlson, Rob Kupis, Marlene Nickerson, Barbara Senges, Jaime Barr Shelburn, Pam Rowe (arrived 7:10 p.m.)

Board Members Absent: Joe Arcarese

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. Judy DeLeeuw (East Lyme Middle School Principal), Kim Davis and Claudine Kelly (Special Education Coordinator), Nancy Burdick (Business Manager), Pat Lannon (Technology Director)

I. CALL TO ORDER – The meeting was called to order at 6:55 p.m. by Chair Tim Hagen.

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

III. PUBLIC COMMENT

1. Gil Gallant, East Lyme Teachers Association President, asked the Board to consider adopting Option 2 of the Proposed 215-2016 East Lyme Public School Calendar, as the East Lyme Public School staff overwhelmingly supports starting school one week later than the Option 1 Regional Calendar.

IV. APPROVAL OF MINUTES

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education February 12, 2015 Regular Meeting as presented; Jill Carini seconded.

VOTE: Unanimous

MOTION CARRIED

V. SPECIAL REPORTS

A. Students' Representative – Megan Dugan

- Roar for Maddie Night – A successful fundraiser, netting nearly \$6,000
- East Lyme High School Boys' and Girls' Track teams were successful in recent ECC completions.
- ELHS Drama Club Spring production - *Grease*
- French students will visit East Lyme High School next week
- Successful Dodgeball fundraiser was held
- Senior and Junior Class Prom Fashion Show is upcoming
- Joint performance of East Lyme and Montville High Schools

B. Selectmen's Representative – Rose Ann Hardy

- The Board of Selectmen is in the process of reviewing Town departmental budgets.

C. Salem Board of Education – George Jackson

- Salem has passed a 3+% increase budget for FY 2016
- Big budget items included the expansion of the pre-kindergarten program and *Reading across the Disciplines* initiatives
- Interested in hearing more about the proposed East Lyme Middle School Teacher-Leader position.

D. Town Building Committee – None.

There was no objection to adding item VII.A.3. Discussion/action: re: Proposed Grant Submission – CSDE District Technology Upgrades to Support Transition to the New Standards

VI. CONSENT AGENDA

MOTION: Jaime Barr Shelburn moved approval of the Consent Agenda (A. Donation to ELMS from Valiloff Stained Glass LLC of stained glass valued at approximately \$5,500.00) as presented; Candice Carlson seconded.

VOTE: Unanimous

MOTION CARRIED

VII. DISCUSSION/ACTION ITEMS**A. Finance/Facilities/Community****1. Discussion/action re: Proposed ELPS Calendar for the 2015/2016 School Year**

The recommended calendar of the East Lyme Public School administrators and ELPS Calendar Committee was initially presented to the Board on January 12. A school-wide survey of parents and staff was conducted and the results were presented to the Board.

- **Option 1** – Regional Calendar with exception that East Lyme has a regular school day on Veterans' Day. The first day of school for students would be August 26, 2015 (per an online survey, Parents weighed in at 50/50% between Options 1 and 2).
- **Option 2** – Calendar Committee's recommendation – School starts one week later than the Regional Calendar and has an estimated associated cost of \$4,000 to provide magnet school transportation. The first day of school for students would be September 2, 2015 (per an online survey, Staff weighed in at 3:1 in favor of Option 2 and Parents weighed in at 50/50% between Options 1 and 2).

Discussion ensued regarding the pros and cons of each option.

MOTION: Barbara Senges moved approval of Option # 2 of the proposed ELPS Calendar with a 2015/2016 school start date for students of September 2, 2015; as presented, Candice Carlson seconded.

VOTE PRO: Candice Carlson, Jill Carini, Rob Kupis, Barbara Senges

VOTE CON: Tim Hagen (Chair), Al Littlefield (Secretary), Marlene Nickerson, Pam Rowe, Jaime Barr Shelburn

MOTION DEFEATED 4:5

MOTION: Jaime Barr Shelburn moved approval of Option # 1 of the proposed ELPS Calendar for 2015/2016 with a school start date for students of August 26, 2015 as presented; Pam Rowe seconded.

VOTE PRO: Tim Hagen (Chair), Al Littlefield (Secretary), Marlene Nickerson, Pam Rowe, Jaime Barr Shelburn

VOTE CON: Candice Carlson, Jill Carini, Rob Kupis, Barbara Senges

MOTION CARRIED 5:4

2. Discussion/action re: Proposed ELPS Budget for 2015-2016

- As requested by the Board, Dr. Lombardo and his administrative team arrived at a consensus on recommended reductions to get to achieve a 3.9% and 3.7% budget increase from the originally proposed 4.7% increase. A summary of the reductions and the assumptions made to achieve this was discussed:

To get to a 3.9% Increase:

- Reduce 3 teaching positions	\$189,000
- Reduce four (4) paraprofessionals	108,000
- Breakage (retirements and staff changes since budget draft)	<u>44,000</u>
▪ Total Reduction	\$341,000

Assumptions: - Grades K and 1 projections do not change significantly.

- Paraprofessional needs do not change significantly.

To get to a 3.7% Increase:

- Reduce 3 teaching positions	\$189,000
- Reduce five (5) paraprofessional positions	135,000
- Breakage (retirements and staff changes since budget draft)	44,000
- Bus monitors	15,000
- Per Pupil Expenses	<u>20,000</u>
▪ Total Reduction	\$403,000

Assumptions: - Our grade level projections do not change significantly.

- Our paraprofessional needs do not change significantly.

- First Student does not increase our bus monitor costs.

- Dr. Lombardo distributed the East Lyme Public School Revenue Accounts Balance Sheet as of February 23, 2015. There was much discussion as the Administration provided clarifications to Revenue Account items. Barbara Senges requested information related to the East Lyme Parks and Recreation use of East Lyme Public School facilities.
- Continuing budget discussions ensued. Dr. Lombardo expects that the reductions in teaching positions will come through attrition without changing class sizes.
- The Board directed Dr. Lombardo to return to the Board on March 9 with a 3% budget increase.

3. Discussion/action re: Proposed Grant Submission – CT State Department of Education District Technology Upgrades to Support Transition to the New Standards

- Dr. Lombardo requested the Board approve submission of the grant for the purchase of technology related hardware for online testing.
- The CSDE State funds are \$81,750.25 with Local Funds Match (Capital Funds) of \$101,381.25 for a total of \$183,131.50. The equipment is necessary for online testing and without this grant; the cost to the district would be the \$183,131.50. Technology Director Pat Lannon was available to answer questions.

MOTION: Jaime Barr Shelburn moved to recommend approval of the submission of the CSDE District Technology Upgrades to Support Transition to the New Standards Grant – CSDE State Funds \$81,750.25 and Local Funds Match of \$101,391.25 (Capital Fund) as presented; Jill Carini seconded.

VOTE: Unanimous

MOTION CARRIED

B. Instruction

1. Discussion re: Proposed Elementary Global Language Program

The Board continued discussion regarding the proposed Elementary Global Language Program for the 2015/2015 school year. Dr Lombardo reported:

- 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.
- Principals are developing schedules as to what the day will look like
- the elementary school start time will be 10 minutes earlier and 5 minutes later than the current day.
- the middle school start time will be 10 minutes earlier to accommodate the elementary school schedule.
- Board action is expected by April.

C. Personnel

1. Discussion/action re: Proposed Ratification of Agreement with the East Lyme Administrators' Association for July 1, 2015 through June 30, 2018

The membership of the East Lyme Administrators' Association (ELAA) has ratified the Agreement between the East Lyme Board of Education and the ELAA for the period beginning July 1, 2015 through June 30, 2018. The ELAA and the Board Negotiating Committee members (Joe Arcarese, Marlene Nickerson, and Pam Rowe) were thanked for their effort.

MOTION: Pam Rowe moved to ratify the proposed agreement with the East Lyme Administrators' Association for July 1, 2015 – June 30, 2018 as presented; Marlene Nickerson seconded.

VOTE: Unanimous

MOTION CARRIED

D. Policy

E. Other

VIII. ADMINISTRATION REPORTS**A. Superintendent of Schools – Dr. James D. Lombardo**

- The Administration has completed round two of interviews for the Finance and Facilities Director. It is anticipated that finalist recommended candidates will be available for the Board interview by the next Regular Board Meeting on March 9.

B. Interim Assistant Superintendent of Schools – Donna Gittleman

- Preschool numbers are bursting at the seams
- Probate Judge Jeff McNamara will speak on the topic of guardianship at a meeting at 6:00 p.m. on Thursday, February 26, 2015 at the East Lyme Board of Education Central Office.

C. Business/Facilities Director – None.**IX. COMMITTEE REPORTS**

- A. AAA Committee
- B. FFO Committee
- C. Policy Review Committee
- D. Alignment Research Ad hoc Committee
- E. East Lyme Elementary Schools Design Steering Committee

X. COMMUNICATIONS

1. The Viking Saga, Volume 48, Edition 11 dated 2/6/15

XI. NOTICES**A. Notice of staffing changes:**

1. Appointments:
 - Dana Dindinger, 1.0 FTE Teaching Assistant, ELHS, 02/11/15
2. Reassignment:
3. Increases/Decreases/Additional Appointments:
4. Retirements:
5. Resignations:
 - Chelsea Russell, 0.25 FTE Before School Aide (Greeter), NC, 02/11/15
6. Supplemental Appointments 2014/2015:

B. Notice of out of state field trips: None.**XI. BOARD COMMENTS/FUTURE AGENDA ITEMS****A. Board Comments – None.****B. Future Agenda Items:**

1. Proposed Global Education Task Force Recommendation Regarding the Suspended Elementary Global Language Program – *To be continued during subsequent Board Meetings*
2. Elementary Facilities Update – *To be scheduled*
3. Progress on Implementation of Teacher and Administrator Evaluation and Development Plan – J. Arcarese - *To be scheduled*
4. Pre-K Program Discussion – *To be scheduled*
5. Board of Education Budget Review by Board of Finance – Wednesday, 03/25/15, 7:00 p.m., East Lyme Town Hall

XII. PUBLIC COMMENT – None.**XIII. EXECUTIVE SESSION – None.****XIV. ADJOURNMENT**

MOTION: Jaime Barr Shelburn moved to adjourn the meeting at 9:45 p.m.; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully Submitted,

Albert Littlefield

Albert Littlefield, Secretary
East Lyme Board of Education