

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

Monday, March 23, 2015

Regular 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), Rob Kupis, Marlene Nickerson, Pam Rowe, Barbara Senges, Jaime Barr Shelburn

Board Members Absent: Joe Arcarese, Candice Carlson, Jill Carini

Administrators Present: Dr. James Lombardo (Superintendent), Donna Gittleman (Interim Assistant Superintendent for Special Education and Pupil Personnel), Dr. Karen Costello (Administrator for Program Improvement), Kim Davis (Special Education Coordinators), Linda Anania (Flanders Elementary Principal), Melissa DeLoreto (Niantic Center Principal), Dr. Judy DeLeeuw (East Lyme Middle School Principal), 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 and Dr. Lombardo

III. **PUBLIC COMMENT** - None

IV. **APPROVAL OF MINUTES**

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education March 9, 2015 Regular Meeting as presented; Rob Kupis seconded.

VOTE PRO: Al Littlefield, Jaime Barr Shelburn, Rob Kupis, Pam Rowe, Barbara Senges

VOTE CON: None

ABSTAIN: Tim Hagen, Marlene Nickerson

MOTION CARRIED 5:0:2

V. **EXECUTIVE SESSION** – There were no objections by Board members to move the executive session to the end of the meeting.

VI. **SPECIAL REPORTS**

A. Students' Representative – None

B. Selectmen's Representative – Marc Salerno

- The Board of Selectmen is in the budget process and waiting to hear feedback from the Board of Finance.

C. Salem Board of Education – None

D. Town Building Committee – None

VII. **CONSENT AGENDA** - None

VIII. **DISCUSSION/ACTION ITEMS**

Members of the Board had no objection to adding the following item to the agenda:

Discussion/Action re: Proposed Board of Education Proclamation for Dr. James D. Lombardo Day on Friday, March 27, 2015

Chair Tim Hagen acknowledged Dr. Lombardo's last Board of Education meeting before his retirement on March 31, 2015 and read a proposed Board of Education Proclamation.

MOTION: Barbara Senges moved to approve the East Lyme Board of Education Proclamation declaring Friday, March 27, 2015 as *Dr. James D. Lombardo Day* as presented (see attached); Jaime Barr Shelburn seconded.

VOTE: Unanimous

MOTION CARRIED

A. Finance/Facilities/Community

1. Discussion re: Board of Education Budget Presentation to the Board of Finance

- Dr. Lombardo and Chair Tim Hagen collected input from the Board regarding the content of the Board of Education's budget presentation for 2015-2016 to the Board of Finance on Monday, March 30, 2015 at 7:00 p.m.
- The letter and a copy of Volume 48, Edition 13 of The Viking Saga (Opinion on page 2 and 3 The Budget: Snipping Away at East Lyme's Edge) will be sent to the Board of Finance prior to the presentation.
- The adopted version of the budget was distributed and reflects changes as approved by the Board of Education on March 9 and includes the revenue from the Xiangjiang program.

2. Discussion/Action re: Proposed Revision of ED-099 Agreement for Child Nutrition Programs (Authorized Signer) Effective April 1, 2015

- Dr. Lombardo explained that the CT State Department of Education requires Board action when a signature change is necessary to the ED-099 Agreement for Child Nutrition Programs.
- Upon Dr. Lombardo's retirement and Board approval, Mr. Newton will be the authorized signer to sign claims for reimbursement.

MOTION: Jaime Barr Shelburn moved approval to revise the authorized signer of the ED-099 Agreement for Child Nutrition Program from Dr. James D. Lombardo to Mr. Jeffrey R. Newton, ELPS Superintendent effective 04/01/15 as presented; Marlene Nickerson seconded.

VOTE: Unanimous

MOTION CARRIED

3. Discussion re: Update on Elementary Schools Renovation Planning

Dr. Hagen updated the Board on the work of the Elementary School Design Committee and reviewed what the committee views as an impossible timeline in order to meet the June 1, 2015 deadline for submission of the project to the state for reimbursement.

- The next Elementary School Design Committee Meeting is scheduled for Thursday, March 26, 2015, 4:00 p.m. at Central Office. The committee will be presented with the first schematic design drawings of the two schools.
- Town officials toured the Lillie B. Haynes facility with Dr. Lombardo last week.
- A traffic study has been initiated for Niantic Center School.
- The committee minutes and schematic drawings will be distributed to the Board at the next meeting on April 6.

B. Instruction

1. Discussion re: Proposed Reinstatement of the Suspended Elementary Global Language Program and an Extension of the Elementary School Day

The Board continued discussion regarding the proposed reinstatement of the suspended Elementary Global Language Program for the 2015/2016 school year and an extension of the elementary school day of 10 minutes earlier and 5 minutes later than the current day.

- As requested by the Board, examples of daily schedules were reviewed.
- Students in grades 3 and 4 will receive a minimum of 60 minutes per week of instruction in French and/or Spanish and younger children will receive more recess time.
- Funds for the two instructors will be covered by revenue from the East Lyme – Xiangjiang Cooperative Agreement.
- Board consensus – The program is important program action will be deferred until the next BOE meeting.

2. Discussion re: Update on East Lyme – Xiangjiang Cooperative Agreement Activities and Budget

Dr. Lombardo updated the Board on the 2014/2015 activities of the East Lyme – Xiangjiang Cooperative Agreement. In addition, a brief overview of the 2014/2015 budget and tentative plans for 2015/2016 were presented.

- Next school year 6 to 10 tuition-paying Chinese students will attend and graduate from East Lyme High School. The students have followed the East Lyme High School curriculum for the past two years.
- Dr. Lombardo and East Lyme High School Principal Susi addressed academic and scholarship concerns.
- ELMS students have been regularly communicating by Skype with students in China in the areas of math, science, and language arts.
- All resources for the Chinese program are covered by our Chinese partners.
- Provide opportunities for East Lyme students to travel to China to spend 1-2 weeks at the boarding school.

C. Personnel

1. Discussion/Action re: Proposed Employment Contract for the ELPS Director of Business and Facilities for the Period March 18, 2015 – June 30, 2016

At the last meeting, the Board authorized Dr. Lombardo to enter into contract negotiations with Maria Whalen for the position of East Lyme Public Schools Director of Business and Facilities.

MOTION: Al Littlefield moved to approve the proposed employment contract for East Lyme Public Schools Director of Business and Facilities Maria Whalen for the period March 18, 2015 to June 30, 2016 as presented; Rob Kupis seconded.

VOTE: Unanimous

MOTION CARRIED

D. Policy

E. Other

IX. ADMINISTRATION REPORTS

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

B. Interim Assistant Superintendent of Schools – Donna Gittleman

- Donna Gittleman stated that it has been a pleasure to work with Dr. Lombardo and appreciates learning opportunity.

C. Business/Facilities Director – Maria Whalen

- East Lyme Public Schools has a wonderful staff and Maria described herself as “energized”

X. COMMITTEE REPORTS

A. AAA Committee – Oral report of 3/23/15 meeting was presented by Jamie Barr-Shelburn.. The meeting minutes will follow.

B. FFO Committee

C. Policy Review Committee

D. Alignment Research Ad hoc Committee

E. East Lyme Elementary Schools Design Steering Committee

XI. COMMUNICATIONS

A. Flyer for Dr. Lombardo’s Retirement Celebration at Flanders Fish House on 03/27/15.

B. McGladrey Audit Report for the Town of East Lyme dated 2/23/15 and enclosures.

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

1. Appointments:
2. Reassignments:
3. Increases/Decreases/Additional Appointments:
4. Student Teachers:
 - University of New Haven Student Teacher, Emily Alberghini, w/Grade 2 Teacher Gary Wight, Flanders Elementary, 01/26/15 to 05/18/15
5. Retirements:
6. Resignations:
 - Valerie Crane, 1.0 FTE Special Education Teacher, Middle School, 06/30/15
 - Patricia Picard, 1.0 FTE Math Teacher, High School, 06/30/15
 - Jessica Terry, 1.0 FTE Instructional Aide (1:1), District-wide @ Middle School, end of 2014/2015 school year
7. Supplemental Appointments 2014/2015:

B. Notice of out of state field trips:

1. ELHS students to Six Flags New England, Agawam, MA, on Tuesday, 05/26/15
2. ELMS students to Plimoth Plantation in Plymouth, MA on Tuesday, 06/02/15

XIII. BOARD COMMENTS/FUTURE AGENDA ITEMS**A. Board Comments:**

1. Jaime Barr Shelburn asked to return deleted items from the last meeting to the Future Agenda Item list.

B. Future Agenda Items:

- A. Board of Education Budget Review by Board of Finance – Monday, March 30, 2015, 7:00 p.m., EL Town Hall
- B. Proposed Reinstatement of the Suspended Elementary Global Language Program and an Extension of the Elementary School Day – 04/06/15
- C. Middle School Literacy – AAA Committee in April
- D. Progress on Implementation of Teacher and Administrator Evaluation and Development Plan – J. Arcarese - *To be scheduled*
- E. Pre-K Program Discussion – *To be scheduled*

XIV. PUBLIC COMMENT

1. Chris Smith, Black Point Road, expressed concerns regarding the East Lyme Middle School traffic situation. Dr. Lombardo responded that a new traffic plan will take effect on 03/31/15 and a letter and brochure from Dr. DeLeeuw was mailed home this week to ELMS parents.

The Board took a short break at 8:30 p.m.

XV. EXECUTIVE SESSION

MOTION: Al Littlefield moved to enter into executive session at 8:40 p.m. to include the Superintendent to discuss a personnel issue; Pam Rowe seconded.

VOTE: Unanimous

MOTION CARRIED

The Board exited executive session at 8:45 p.m.

XVI. ADJOURNMENT

MOTION: Jamie Barr-Shelburn moved to adjourn the meeting at 8:50 p.m.; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully Submitted,

Albert Littlefield

Albert Littlefield, Secretary

East Lyme Board of Education



East Lyme Board of Education

Proclamation

WHEREAS, *Dr. James D. Lombardo has served with devotion, patience, and distinction the East Lyme Public Schools as Superintendent of Schools since July 1, 2009.*

WHEREAS, *Dr. Lombardo has led the East Lyme Public Schools with vision and purpose for the future assuring quality and excellence within the district.*

WHEREAS, *Dr. Lombardo has led the Administrative Team and the district in numerous initiatives resulting in cost savings totaling over four million dollars to improve services for children.*

WHEREAS, *Dr. Lombardo skillfully navigates his coverage of the district and the streets of East Lyme on his Honda motorcycle with a backpack as his briefcase.*

WHEREAS, *Dr. Lombardo embraces creative innovation within education and loathes standardized testing, bureaucratic box checking and illogical one-size-fits-all mandates.*

WHEREAS, *Dr. Lombardo has a special place in his heart for having fun with children and making them laugh with his antics.*

And WHEREAS, *Dr. Lombardo for over four decades as an educator has strived to deliver the very best education and experience for **each** and **every** child.*

*The East Lyme Board of Education does hereby declare
Friday, the Twenty seventh day of March in the Year 2015 as*

Dr. James D. Lombardo Day

Timothy A. Hagen, Ph.D.
Chair, East Lyme Board of Education
March 23, 2015