

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

**Monday, June 8, 2015**

**Regular Meeting: 7:00 p.m.**

Mary Broderick Auditorium, East Lyme High School

**REGULAR MEETING MINUTES**

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

**Board Members Absent:** Joe Arcarese, Rob Kupis, Pam Rowe

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

- 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 Tim Hagen, Board Chair
- III. **PUBLIC COMMENT** – None.

Dr. Hagen, Superintendent Newton and Board members took this opportunity to recognize each of the ELPS retiring staff and departing staff with 20 or more years of service present with a small token of appreciation from the Board of Education and a Proclamation from the Town of East Lyme.

*East Lyme Board of Education Recognition Ceremony  
for ELPS Retiring Staff  
and Departing Staff with 20 or More Years of ELPS Service*

Teachers

Genevieve Amlong - French/Spanish, MS

Jacqueline Curry – French/Spanish, MS

\*Freda Gianakos – Family & Consumer Sciences, HS

Barbara Jacobsen - Elementary, FL

Susan Kohanski – Music, MS

Kathryn LaPlatney – Math, MS

\*Curriculum and Instructional Leader

Roy Schryver – Music, FL

Kathleen Smith – Elementary, FL

Kathleen Sterling – Elementary, FL

\*James Warykas – Art/English, HS

Charles Wyand – Math, MS

Support Staff

Mimi Amdur – Registrar, HS

Tina Frydryk – Preschool Facilitator, FL

Edward Hernandez – Custodian, HA

Greg Lutzen – Head Custodian, HA

Patricia Parulis – Instructional Aide, NC

*The Board took a short break at 7:20 p.m. and moved the meeting to Room B101, East Lyme High School.*

*The meeting resumed at 7:30 p.m. in Room B101, East Lyme High School.*

#### **IV. APPROVAL OF MINUTES**

**MOTION:** Jamie Barr Shelburn moved approval of minutes of the Board of Education May 26, 2015 Regular Meeting as presented; Barbara Senges seconded.

**VOTE:** Unanimous

**MOTION CARRIED**

#### **V. SPECIAL REPORTS**

A. Students' Representative – Although Kendall Roberts was not present, she was recognized for two years of dedicated service as the ELHS Student Representative to the Board of Education.

B. Selectmen's Representative – First Selectman Mark Nickerson recognized the retiring staff with a Proclamation from the Town of East Lyme that was presented by the BOE earlier in the meeting.

C. Salem Board of Education – None.

D. Town Building Committee – None.

#### **VI. CONSENT AGENDA - None**

*There was no objection by Board members to add VII.A.3. – Naming of Preschool Laboratory at ELHS*

#### **VII. DISCUSSION/ACTION ITEMS**

##### **A. Finance/Facilities/Community**

##### **1. Discussion/action re: Proposed CSDE FY 15-16 Healthy Food Certification Statement (ED-099)**

The East Lyme Food Service Program currently complies within the Federal & State mandated nutritional standards and has chosen to certify that all items sold to students within the schools will meet CT nutritional standards. By implementing this program, ELPS will receive an additional .10 per lunch, based on the total number of reimbursable lunches served in the district in the prior school year. This election is the same as school year 2014-2015.

**MOTION:** Jamie Barr Shelburn moved to recommend approval of the proposed CSDE FY 15-16 Healthy Food Certification Statement (ED-099) as presented; Candice Carlson seconded.

**VOTE:** Unanimous

**MOTION CARRIED**

##### **2. Discussion re: BOE Budget for 2015/2016**

The ELPS Town (approved May 21, 2015) 2015-2016 Budget Booklet was distributed.

##### **3. Discussion/action re: Proposed Naming of ELHS Preschool Laboratory**

There was discussion led by an Ad Hoc committee to honor Family and Consumer Sciences teacher Freda Gianakos, recognizing her years of service to the District.

**MOTION:** Jamie Barr Shelburn moved to approve the naming of the Freda Kral Gianakos Preschool Laboratory at East Lyme High School as presented; Al Littlefield seconded.

**VOTE:** Unanimous

**MOTION CARRIED**

*A formal dedication naming the East Lyme High School Preschool Laboratory in honor of Freda Gianakos will be held on June 16.*

##### **B. Instruction**

##### **1. Discussion re: Proposed ELHS Textbook Adoption – World History, Authors Stanley M. Burstein and Richard Shek, Publisher Holt McDougal, 2013**

The ELHS administration is seeking Board approval for the grade 9 World History textbook. It was recommended for approval by Curriculum Council and the AAA Committee. The textbook is available at Central Office for viewing and will be brought back to the full Board for approval on June 23, 2015.

**2. Discussion re: Proposed ELHS Textbook Adoption – Economics, Authors/Editors Arthur O’Sullivan, Ph.D. and Steven M. Sheffrin, Ph.D., Publisher Pearson, 2016**

ELHS administration is seeking Board approval for the A level Economics textbook. It was recommended for approval by Curriculum Council and the AAA Committee. The textbook is available for viewing at Central Office and will be brought back to the full Board for approval on June 23, 2015.

**3. Discussion re: Elementary Global Language Program**

The Board reviewed and discussed challenges the district is facing with the reinstatement of the elementary global language program. The bus schedule and the daily school schedule will be further discussed by the elementary principals and will be brought back to the Board on June 23, 2015.

**4. Discussion re: ELPS Elementary Design Planning Update**

Chair Tim Hagen and Superintendent Jeff Newton updated the Board on the elementary design planning. A full committee meeting is scheduled for Monday, June 15, 2015 at 5:00 p.m. at the Central Office. The results of the Niantic Center School Traffic Study will be presented at the next Board meeting.

It was suggested by Barbara Senges that the job/position descriptions certification requirements be modified to widen the pool of applicants the positions of Global Language teachers.

**5. Discussion re: Next Steps for Draft East Lyme/Salem Cooperative Agreement**

Chair Tim Hagen and Superintendent Jeff Newton updated the board on the next steps regarding the draft East Lyme/Salem Cooperative Agreement. The proposed draft agreement and the original agreement with memoranda of agreement (MOU) will be posted to both Salem’s and East Lyme’s district websites for community input. A public forum will be scheduled in the fall and a target date of January 2016 has been set to take Board action.

**C. Personnel**

**1. Discussion/action re: Proposed Supervision Evaluation Plan for the Superintendent for the 2015-2016 School Year**

Ad hoc committee members Tim Hagen and Barbara Senges have been working with Superintendent Newton on his evaluation platform for the 2015-2016 school year. The plan was presented to the full Board for modifications and adjustments.

After discussion, it was decided that the full Board needed to have more time to complete their review and discussion/action will be taken at the 23 June meeting.

**D. Policy**

**E. Other**

**VIII. ADMINISTRATION REPORTS**

**A. Superintendent of Schools – Mr. Jeffrey Newton**

- Noted the retirements of teaching staff.
- Future planned Pool/Aquatic Center updates and renovations will be discussed with the Board at a future meeting.

**B. Interim Assistant Superintendent of Schools – Ms. Donna Gittleman**

- Commented on the recognition dinner for Dr. Judy DeLeeuw, Connecticut’s Middle School Principal of the year.
- Updating/revising the Non-Certified/Non-Affiliated (Paraprofessional) Staff Handbook is in process.
- On June 8, the Transition Student Graduation was held on the front lawn of Central Office. Candice Carlson represented the Board at the ceremony.

**C. Business/Facilities Director – Ms. Maria Whalen**

- The District Business office is busily closing the books for the 2014-2015 school year.

**IX. COMMITTEE REPORTS**

- A. AAA Committee – Oral report of 6/8/15 – Provided by Jamie Barr Shelburn
- B. FFO Committee – Minutes of 5/26/15 meeting
- C. Policy Review Committee – Minutes of 5/26/15 meeting – Provided by Jamie Barr Shelburn
- D. Other

**X. COMMUNICATIONS**

- A. EL BOE Policy Review Committee Minutes of 5/26/15
- B. ELPS Important Team Information Brochure

**XI. NOTICES**

- A. Notice of staffing changes:

- 1. Appointments for 2015/2016

- Margaret Bobrowski, 1.0 FTE Library Media Specialist Long-Term Substitute Teacher, HS, 8/20/15 – on or about 10/19/15
- Sarah Latham, 1.0 FTE School Psychologist, MS, 8/20/15
- Katherine Letellier, 0.5/0.5 FTE French/Spanish Teacher, MS, 8/20/15

- 2. Reassignments

- Melissa Ewers, 1.0 FTE Reading/Language Arts Consultant, FL from 2014-2015 one-year only to permanent assignment, 8/21/15
- Willard Leindecker, 1.0 FTE Custodian from MS to HA, 6/2/15

- 3. Retirements

- Bonni Geaney, 1.0 FTE Administrative Assistant I (10-month), NC, 11/2/15
- Greg Lutzen, 1.0 FTE Head Custodian, HA, 9/1/15

- 4. Resignations

- Lauren Allyn, 1.0 FTE Math Teacher, HS, 6/30/15
- Susan Kohanski, 1.0 FTE Music Teacher, MS, 6/30/15
- Rachel McShane, 0.7 FTE Before/After School Aide, FL, 5/22/15
- Patricia Parulis, 0.8 FTE Instructional Aide, NC, 6/18/15
- Linda Harper Stevenson, 1.0 FTE Teaching Assistant, HS, 6/18/15

- B. Notice of out of state field trips: None

**XII. BOARD COMMENTS/FUTURE AGENDA ITEMS**

- A. Board Comments

- B. Future Agenda Items:

- 1. Progress on Implementation of Teacher and Administrator Evaluation and Development Plan – J. Arcarese - *To be scheduled*
- 2. Pre-K Program Discussion – *To be scheduled*
- 3. Redistricting Discussion – Jill Carini – *To be scheduled*
- 4. Summer School Program/Camp – Candice Carlson – *To be scheduled*
- 5. Calculation of Coastal Connection Tuition Rates – *To be scheduled*
- 6. SPIRAL Agreement – 6/22/15
- 7. EL Town Audit – BOE Section – 6/22/15
- 8. Proposed Pool Renovation Project – *To be scheduled*

**XIII. PUBLIC COMMENT - None.**

*A short break was taken at 8:35 p.m.*

**XIV. EXECUTIVE SESSION**

**MOTION:** Jamie Barr Shelburn moved to enter into executive session at 8:40 p.m. to discuss legal and personnel matters and to include the Superintendent; Marlene Nickerson seconded.

**VOTE:** Unanimous

**MOTION CARRIED**

*The Board exited executive session at 9:00 p.m.*

**XV. ADJOURNMENT**

**MOTION:** Jamie Barr Shelburn moved to adjourn the meeting at 9:01 p.m.; Marlene Nickerson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

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