

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

Monday, August 24, 2015
Room B101 (INTV Room), East Lyme High School

REGULAR MEETING MINUTES

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

Board Members Absent: Jill Carini, Candice Carlson, Rob Kupis, Marlene Nickerson

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 Elementary Principal), Melissa DeLoreto (Niantic Center Principal), Dr. David Miko (Lillie B. Haynes Principal), Pat Lannon (Technology Director)

I. CALL TO ORDER – The meeting was called to order at 7:06 p.m. by Chair Tim Hagen.

II. PLEDGE OF ALLEGIANCE – Led by Tim Hagen, Board Chair and Holly Cheeseman, Selectman

III. PUBLIC COMMENT

1. Rocco Tricarico, 17 Rose Lane, Niantic - Commended Superintendent Newton on the transparency demonstrated at a recent meeting with him regarding the proposed Chinese program. He expressed concerns regarding the timing of the signed agreement, staff traveling to China during the school year and the cost of substitute teachers during that time, and the actual benefits to the district. He encouraged the Board to build flexibility into the contract to allow East Lyme to opt out of the program and to have an open conversation on the topic tonight. Rocco state he is disappointed that he did not receive a response from the Board to his letter sent in August.

IV. APPROVAL OF MINUTES

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education August 10, 2015 Regular Meeting as presented; Pam Rowe seconded.

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

VOTE CON: None

ABSTAIN: Joe Arcarese, Pam Rowe

MOTION CARRIED 6:0:2

V. SPECIAL REPORTS

A. Students' Representative – Not present (Summer Break)

B. Selectmen's Representative – Holly Cheeseman

- No report as the Board of Selectmen have not met since the last report

C. Salem Board of Education – Not present.

D. Town Building Committee – Not present.

VI. CONSENT AGENDA – None

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion re: Legal Presentation by Attorney Anne Littlefield, Shipman & Goodwin LLP

Partners Anne Littlefield and Leander Dolphin of Shipman & Goodwin LLP thanked the Board for the opportunity to provide legal services. Associate Jessica Ritter will join them in providing counsel to the Superintendent and Board of Education in all areas of school law. With 60 lawyers on staff, 20 specializing in education, the firm prides itself on taking a team approach to assist school districts at any time. Services also include preventative work and in-service training and collaborative opportunities for staff, parents, and community.

2. Discussion/action re: Proposed One-Year Agreement Among Xiang Jiang High/Middle School, East Lyme High School and East Lyme Middle School, and SPIRAL International

Superintendent Newton presented the proposed fourth phase agreement for continuing the Sino-American Education Cooperation Program. Since May 2013, the Co-Op Program has been successfully developed and implemented with high speed and outstanding outcomes. A second phase agreement was signed in December 2013 and the third phase agreement was signed in June 2014.

The proposed one-year agreement dated 08/17/15 was developed by all parties and has been reviewed by the Board's attorney and the Board Ad hoc Committee (Marlene Nickerson, Al Littlefield, Jill Carini). The **Mission** of the fourth phase program is to support the general development of the newly established International Division including its leadership team building, faculty team building, and administrative and academic infrastructure building. The support includes, but is not limited to, 1) provide leadership skills training through face-to-face and/or long-distance advising and consultation to school administrators; 2) help to develop and implement an action plan for building an energetic and stable faculty team that features active and meaningful interaction between foreign teachers and Chinese teachers; 3) help to develop an effective and efficient teachers' evaluation system and oversee its implementation; 4) help to develop a practical plan for both Chinese and foreign teachers' professional development; 5) investigate the refinement of the existing teachers' mentoring practice into a teacher' exchange program that combines individual mentoring and organized group advising and training; and 6) provide the best effort in supporting nine students from Party A to be tuition paying registered students studying and succeeding during the school year 2015-2016 at ELHS.

Mr. Newton reiterated that the agreement is for one-year and includes a termination clause. Payments to the Homestay Coordinator and the homestay families are paid directly by SPIRAL International. Stipends are paid by Spiral funds to International Teacher Mentors and Chinese Program Liaisons for one-hour of work each week for 30-weeks. The work is done outside of school hours. Although members recognize the program's cultural experience for our students, some Board members expressed concerns regarding the demands put on staff, taking time away from students by annually sending representatives from the MS and HS to China, and monitoring the program budget, benefits and success. Superintendent Newton will closely monitor the program and keep the Board informed on an on-going basis. The possibility of establishing an ad hoc type committee to assist the Board in monitoring the program will be discussed at a future meeting.

MOTION: Al Littlefield moved to authorize the Superintendent of Schools to sign the One-Year Agreement Among Xiang Jiang High School and East Lyme High School and East Lyme Middle School, and SPIRAL International on Developing Sino-American Cooperative Program Phase Four 2015-2016 dated 8/17/15 as presented; Jaime Barr Shelburn seconded.

Discussion/Questions:

- Joe Arcarese – Who selects which Administrators/Teachers travel to China? Travel to China during the school year removes our teachers from the classroom.
- Pam Rowe – Requested an accounting of payments made for the past years of the agreement.

- Barbara Senges – Questioned the stipends paid to our staff to support the development of the program in China. Are the stipends earned adequate for the efforts made? How are the stipend amounts determined and what are the associated tasks?

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

VOTE CON: Joe Arcarese

MOTION CARRIED 5:1

B. Instruction

C. Personnel

1. Discussion/action re: Proposed Addition of a 1.0 FTE Kindergarten Teaching Position at Flanders School for the 2015-2016 School Year Only

Superintendent Newton continued to update the Board regarding the increasing Kindergarten enrollment at Flanders School. To keep Kindergarten class sizes at less than 18 students, the need is evident that an additional teacher is needed for the 2015-2016 school year. The position will be funded by savings in the operating budget realized in the hiring of new staff.

MOTION: Barbara Senges moved to approve the addition of a 1.0 FTE Kindergarten teaching position at Flanders School for the 2015-2016 school year only as presented; Jaime Barr Shelburn seconded.

VOTE: Unanimous

MOTION CARRIED

D. Policy

E. Other

VIII. ADMINISTRATION REPORTS

- A. Superintendent of Schools – Mr. Jeffrey Newton**
 - The Staff back and are ready for the opening of school!
- B. Interim Assistant Superintendent of Schools – Ms. Donna Gittleman**
 - Hiring staff has continued right up to the last minute!
 - CSDE desk audit – District was found to be in full compliance
- C. Business/Facilities Director – Ms. Maria Whalen**
 - A preliminary meeting has been held with the auditors to tie up end of year financials

IX. COMMITTEE REPORTS

- A. AAA Committee – None.**
- B. FFO Committee – None.**
- C. Policy Review Committee – Oral report of 8/24/15 meeting by Jaime Barr Shelburn**

X. COMMUNICATIONS - None

XI. NOTICES

A. Notice of the following 2015/2016 staffing changes:

1. Appointments:
 - Geraldine Fuhrmann, 1.0 FTE English Long-Term Substitute Teacher, HS, 8/17/15
2. Increases/Decreases
 - Karen Hollingsworth, from 0.5 (Coastal Connections) to 1.0 FTE Math, HS, 8/21/05
3. Resignations
 - Michael Boccaccio, 1.0 FTE Math Teacher, HS, 8/17/15
 - Kevin Gallagher, 1.0 FTE Teaching Assistant, HS, 8/17/15
 - Lori Johnson, 1.0 FTE Instructional Aide, FL, 7/30/15
 - Kathleen Morin, 1.0 Music Teacher, HA, 8/10/15
 - Kenneth Rice, 1.0 FTE Math Teacher, HS, 7/24/15
 - Shawn Rupy, 1.0 FTE Teaching Assistant, MS, 8/6/15
 - John Sigler, 0.5 FTE School Aide, FL, 6/18/15
 - Brittany Sutera, 1.0 Instructional Aide, HA, 8/4/15

4. Student Teachers
5. Supplemental Appointments for 2015/2016
 - Ryan Ainscough, 0.5 FTE Men's Cross Country Assistant Coach, HS
 - Adam Bobrowski, Volunteer Marching Band Instructor, HS*
 - Richard Chiappetta, Volunteer Marching Band Instructor, HS *
 - Catherine Cordell, Marching Band Instructor, HS*
 - Wesley Long, Marching Band Instructor, HS*
 - Robert Okerelom, Volunteer Marching Band Instructor, HS*
 - Victoria Porter, Volunteer Marching Band Instructor, HS*

* Not a member of the ELPS professional teaching staff

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

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. Board Comments

- Jaime Barr Shelburn – NCS family had a fire. They have a, preschool age girl and an NCS 4th grade boy. Contact Jaime with donations.
- Barbara Senges – A Spanish teacher was hired for ELMS.

B. Future Agenda Items:

1. Progress on Implementation of Teacher and Administrator Evaluation and Development Plan – J. Arcarese - *To be scheduled*
2. Redistricting Discussion – Jill Carini – *To be scheduled*
3. Summer School Program/Camp – Candice Carlson – *To be scheduled*
4. Proposed Pool Renovation at ELHS – *To be scheduled*
5. Draft East Lyme/Salem Cooperative Agreement – January 2016
6. BOE Budget Update for FY15 – September 14, 2015
7. SBAC to SAT Discussion – *To be scheduled*
8. East Lyme / Chinese Program Update - *Monthly*

XIII. PUBLIC COMMENT

Rocco Tricarico, 17 Rose Lane, Niantic -- Appreciates the Board's discussion and supports an ad hoc committee, but believes it should be more expansive to include other stakeholders. Expressed concerns that trips to China are scheduled during the school year and urged the Board to change the dates of the trips to coincide with our school vacations. He stated he supports diversity and opportunity, but would like to see more transparency regarding the financial aspects of the program.

The Board took a short break at 8:11p.m.

XIV. EXECUTIVE SESSION

MOTION: Following the break, Jamie Barr Shelburn moved to enter into executive session at 8:17p.m. and to include the Superintendent and Interim Assistant Superintendent to review the Board of Education self evaluation; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

XV. ADJOURNMENT

MOTION: Jamie Barr Shelburn moved to adjourn the meeting at 8:35p.m.; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

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