

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

**REGULAR MEETING  
Monday, January 25, 2016  
7:00 p.m.**

Room B101, East Lyme High School

**MINUTES**

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Eric Bauman, Jill Carini, Candice Carlson, Bill Derry, John Kleinhans, Marlene Nickerson, Barbara Senges, Jaime Barr Shelburn

Board Members Absent:

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 (Principal, Flanders School), Dr. David Miko (Principal, Lillie B. Haynes Elementary), Melissa DeLoreto (Principal, Niantic Center School), Dr. Judy DeLeeuw (Principal, East Lyme Middle School), Mike Susi (Principal, East Lyme High School), Kim Davis (Special Education Coordinator), Maria Whalen (Director of Business and Facilities), Nancy Burdick (Business Supervisor), Pat Lannon (Technology Director)

**I. CALL TO ORDER** – 7:04 p.m. by Chair Tim Hagen

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

**III. PUBLIC COMMENT**

1. Amy Bogert - 8 Corey Lane, Niantic - representative of the Lillie B. Haynes Elementary paraprofessionals, thanked the Board for more professional development time and asked them, as they make tough budget decisions, to consider the contributions paraprofessionals make as educators and the support they provide to the school community. She asked that despite declining student enrollment numbers, the district must recognize students with special education requirements.
2. Maureen Haaland - 322 Boston Post Road, East Lyme - Lillie B. Haynes Elementary teacher, spoke in support of paraprofessionals as they make a valuable difference in the lives of teachers and students by allowing teachers to identify students' needs. She also noted that paraprofessionals assist in intervention to provide consistent and intensive instruction, the key to student success.
3. A letter from Heidi Henry, Lillie B. Haynes Elementary teacher, was read highlighting the wonderful work that the East Lyme paraprofessionals do for our children in that paraprofessionals provide a "double-dosing" of educational support that ensure student success.
4. Maureen Werner - 23 Fairhaven Road, Niantic - Lillie B. Haynes Elementary paraprofessional, spoke of the vital role paraprofessionals play for teachers and students to support learning of every student to achieve academic success. She asked the Board to consider the effect budget cuts will have on teachers and students.
5. Julie Kuja, Lillie B. Haynes Elementary 3<sup>rd</sup> grade teacher, read a letter in support of paraprofessionals at Lillie B. Haynes Elementary and the important role they play; providing support to students necessary for positive academic and social functioning in

the classroom. She spoke of the dire consequences of cutting paraprofessional positions.

6. Reverend Alan Scott - 138 Boston Post Road, East Lyme - spoke in support of paraprofessionals by reflecting on prior experiences from the parents' perspective in the school district.
7. Kristen Anderson – 9 Foster Leigh Road, Niantic, Flanders Elementary 2<sup>nd</sup> grade teacher, spoke of incredible student learning that takes place in East Lyme and supports the superintendent's proposed budget as presented. She urged the Board to maintain small class sizes and school averages in student population to allow East Lyme to provide quality educational experiences for children. The paraprofessionals ensure that "each and every student is reached."
8. Lawry O'Connell - 81 East Pattagansett Road, Niantic - Lillie B. Haynes Elementary Preschool Instructional Aide, gave an overview of an average day in the preschool program and the important role that paraprofessionals play to ensure each student is getting the level of services needed. She noted that staffing has not increased even though preschool enrollment has grown.

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

**MOTION:** Jaime Barr Shelburn moved approval of minutes of the Board of Education January 19, 2016 Regular Meeting as presented; Candice Carlson seconded.

**VOTE PRO:** Tim Hagen (Chair), Eric Bauman, Jill Carini, Candice Carlson, Bill Derry, John Kleinhans, Marlene Nickerson, Barbara Senges, Jaime Barr Shelburn

**VOTE CON:** None

**ABSTAIN:** Al Littlefield

**MOTION CARRIED 9:0:1**

**MOTION:** Jaime Barr Shelburn moved approval of minutes of the Board of Education January 19, 2016 Committee of the Whole Meeting as presented; Candice Carlson seconded.

**VOTE PRO:** Tim Hagen (Chair), Eric Bauman, Jill Carini, Candice Carlson, Bill Derry, John Kleinhans, Marlene Nickerson, Barbara Senges, Jaime Barr Shelburn

**VOTE CON:** None

**ABSTAIN:** Al Littlefield

**MOTION CARRIED 9:0:1**

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

##### **A. Students' Representative – Lily Zhong**

- Peers Reaching Out (PRO) sponsored tour of ELHS for East Lyme and Salem 8<sup>th</sup> graders was successful
- SAT testing was postponed from 1/23/16 to 2/20/16 due to weather conditions
- Athletic competitions were rescheduled
- Family Bingo Night on 1/19 was successful
- Two Chinese teachers are here visiting ELHS and ELMS through Friday 1/29/16
- Anti Defamation League follow up and open forum with student reps and teachers 1/26/16

##### **B. Selectmen's Representative – Holly Cheeseman**

- Update of 1/20/16 meeting
- Life saving awards were presented
- Approved fire fighters bargaining agreement
- Appointment of town treasurers
- New registrars were announced
- Budget review schedule has been set

- Commercial fishing licenses were discussed
- What is Salem tuition rate? – (Posed by Selectman Rose Ann Hardy)

**C. Salem Board of Education** – George Jackson was not present.

**D. Other Reporters**

## **VI. CONSENT AGENDA**

*Barbara Senges asked to have A. Proposed Lillie B. Haynes After School Activities Program for Winter 2016 removed from the Consent Agenda and moved to Item VII.A.3. Discussion/Action. No objections were heard.*

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

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

#### **1. Discussion re: Superintendent's Proposed ELPS Budget for 2016-2017**

The Board continued deliberations regarding the Superintendent's proposed budget for 2016-2017. Budget questions and responses were distributed and will be posted to the District's website.

- Discussion ensued regarding further identifying areas for cost savings, further areas for cost savings to reinvest in new initiatives to move the district forward, and clarification of the \$589,469 increase.
- Several board members spoke in support of maintaining class sizes and current staff and encouraged administrators to further identify areas that no longer provide value.
- Other suggested areas for review included rental leases for both Coastal Connections and the Transition Program (18-21 year olds), the district's copy machine lease, and consolidation of goods and services with the town and region.
- Superintendent Newton reminded the Board that the Increase in teacher salaries and benefits is approximately 2.9%. Further reductions would result in major cuts.

Board Chair, Tim Hagen outlined the timeline for the budget process:

- Superintendent Newton will continue to respond to Board questions until all questions have been answered
- The budget will be discussed at the next four BOE meetings
- A Public Hearing will be held by the Board
- The Board will build consensus as to where they are and will work through the process as a collaborative group
- Last date to adopt the budget is February 29, 2016

#### **2. Discussion re: Elementary School Building Project Update**

- Superintendent Newton informed the Board that he will hold a second collaborative meeting regarding the elementary school building projects on Tuesday, January 26, 2016, with two members of the BOE, BOS and BOF, the Design Steering Committee and the building principals to collaboratively identify project costs that can meet appropriate needs for our elementary schools.
- Chair Tim Hagen and Superintendent Newton sent a letter to ELPS parents/guardians on January 20 to update them on the status of the project, noting that the Board will continue to adhere to an aggressive timeline that allows the Board to file the projects with the State of CT by June 30, 2016 and hold a referendum either this spring, as initially proposed, or by the fall of 2016.

- Superintendent Newton stated that LEARN may be interested in use of Lillie B. Haynes.
- An update will be provided at the next Board meeting.

**3. Discussion/Action re: Proposed Lillie B. Haynes After School Activities Program for Winter 2016**

Superintendent Newton presented the proposed Lillie B. Haynes After School Activities Program for Winter 2016. Dr. Miko addressed questions regarding student scholarships and opportunities for all students.

**MOTION:** Jaime Barr Shelburn moved to approve the proposed Lillie B. Haynes After School Activities Program for Winter 2016 as presented; Jill Carini seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

B. Instruction

C. Personnel

D. Policy

**1. Discussion/Action re: Second Reading – Proposed Adoption of New BOE Policy 4115.2(a) Personnel/Concussion Training and Sudden Cardiac Arrest Awareness for Athletic Coaches**

*No revisions were made since the first reading.*

**MOTION:** Jaime Barr Shelburn moved to adopt new Board of Education Policy 4115.2(a) Personnel/Concussion Training and Sudden Cardiac Arrest Awareness for Athletic Coaches as presented; Barbara Senges seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**2. Discussion/Action re: Second Reading – Proposed Adoption of New BOE Policy 4218.51 Personnel/Social Networking**

*No revisions were made since the first reading.*

**MOTION:** Jaime Barr Shelburn moved to adopt new Board of Education Policy 4218.51 Personnel/Social Networking presented; Barbara seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**3. Discussion/Action re: Second Reading – Proposed Adoption of New BOE Policy 5141.7 Students/Students Sports: Concussions and Sudden Cardiac Arrest**

*No revisions have been made since the first reading.*

**MOTION:** Jaime Barr Shelburn moved to adopt new Board of Education Policy 5141.7 Students/Students Sports: Concussions and Sudden Cardiac Arrest as presented; Candice Carlson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**4. Discussion re: First Reading – First Reading – Revised BOE Policy 5113 Students: Attendance/Excuses/Dismissal/Truancy/Tardiness**

The policy was reviewed by the Policy Review Committee and presented for a first reading. Input should be sent to Superintendent Newton. The second reading is scheduled for February 29. Comments and questions should be addressed to Superintendent Newton.

**5. Discussion re: First Reading – Deletion of BOE Policy 5113.2 Students: Truancy**

The policy was reviewed by the Policy Review Committee and incorporated into another policy. Input should be sent to Superintendent Newton. The second

reading is scheduled for February 29. Comments and questions should be addressed to Superintendent Newton.

**6. Discussion re: Review Only – BOE Regulation 5113.2 Students: Truancy**

The regulation was included for review only.

**E. Other**

**VIII. ADMINISTRATION REPORTS**

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

- Will continue to respond to Board questions and will provide the questions posed and the responses both on the website and in the Board Packets.

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

- 5-year history of budget comparison average is 1.5% increase per year
- There is nothing in the budget that the administrators have not struggled with.

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

- Drafting memo for employees re: IRS Form 1095-C explanation for 2015 Tax Year

**IX. COMMITTEE REPORTS**

**A. AAA Committee**

**B. FFO Committee**

**C. Policy Review Committee – Oral report of 01/25/16 meeting**

- Next meeting 02/08/16, 5:00 p.m. at ELHS

**D. ELPS Chinese Program Ad hoc Committee**

**E. BOE Liaison to BOF Schedule**

**X. COMMUNICATIONS**

**XI. NOTICES**

**A. Notice of the following 2015/2016 staffing changes: None at this time.**

1. Appointments
2. Increases/Decreases in FTE
3. Reassignment
4. Retirements
5. Resignations

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

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

**A. Board Comments**

**B. Would like to get elementary and middle school updates periodically from students  
Marlene Nickerson – *To be scheduled***

**C. Future Agenda Items:**

1. BOE Public Hearing re: Budget
2. Summer School Program/Camp – Candice Carlson – *To be scheduled*
3. East Lyme / Chinese Program Update – *Monthly*
4. Field Trip Discussion – *To be scheduled*

**XIII. PUBLIC COMMENT**

1. Lawry O'Connell - 81 East Pattagansett Rd, Niantic - asked the following questions:
  - 1) When are the elementary building projects scheduled for referendum?
  - 2) If the projects go to referendum and fail, could we push forward to close one school and redistrict?
  - 3) Is the Board revisiting other ideas?

*The Board took a short break at 9:32 p.m.*

**XIV. EXECUTIVE SESSION**

**MOTION:** Barbara Senges moved to enter into executive session at 9:37p.m. and to include the Superintendent to discuss personnel issues; Candice Carlson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

The Board exited Executive Session at 10:00p.m.

**XV. ADJOURNMENT**

**MOTION:** Jamie Barr Shelburn moved to adjourn the meeting at 10:01p.m.; Candice Carlson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

Respectfully submitted,

*Albert Littlefield*

Albert Littlefield, Secretary  
East Lyme Board of Education