

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

"East Lyme Public Schools will inspire, engage and educate each student to become a contributing citizen and a responsible, independent, and critical thinker."

REGULAR MEETING

Monday, December 19, 2016 – 6:00 p.m.
Room B101, East Lyme High School

MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Eric Bauman, Jill Carini (arrived 6:05 p.m.), Bill Derry, John Kleinhans (arrived 6:35 p.m.), Barbara Senges, Jaime Barr Shelburn

Board Members Absent: Candice Carlson

Administrators Present: Jeffrey Newton (Superintendent), Amy Drowne (Assistant Superintendent for Curriculum, Instructional and Assessment), Kim Davis (Interim Director of Special Services), Maria Whalen (Finance and Facilities Director), Melissa DeLoreto (Principal, Lillie B. Haynes School), Jeff Provost (Interim Principal, Niantic Center School), Mike Susi (Principal, East Lyme High School), Pat Lannon (Technology Director)

I. **CALL TO ORDER** – 6:03 p.m. by Superintendent Newton

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

III. **PUBLIC COMMENT** - None

IV. **APPROVAL OF MINUTES**

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education December 5, 2016 Regular Meeting as presented; Eric Bauman seconded.

VOTE: UNANIMOUS

MOTION CARRIED

V. **SPECIAL REPORTS**

A. **ELHS Student Representatives** – Lily Zhong (Gr.12) and Conrad French (Gr. 11)

- PRO Annual Breakfast w/Santa was canceled due to inclement weather. Other ideas are on the table.

- NEMFA Auditions scheduled for 12/16/16

- Hugh O'Brien Youth Leadership Award candidates have been chosen

- PSAT scores are available online at collegeboard.org

- Annual ELHS Holiday Spectacular to benefit the Gauthier family on 12/23/16

-Transitioning to Google Classroom software changes

- New acceptable use policy form is out reflecting Infinite Campus and Google Classroom. There are changes of student user names

B. **Selectmen's Representative** –Selectman Dan Cunningham

- Street LED lighting project is well underway

- BOS appointed the Police Commission

- Building at the end of Pennsylvania Avenue is pending demolition

C. **Salem Board of Education** - None present

D. **Other Reporters** - None

No objections to 1) removing from the agenda VII.A.1. Discussion/action re: Proposed One-Year Extension of Memorandum of Understanding Between Creative Playschool, Inc. and EL Board of Education through June 30, 2018; and 2) moving Consent Agenda item to Discussion/action VII.A.1. a.

VI. CONSENT AGENDA – Item moved to VII.A.1.

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

(Discussion/Action re: Proposed One-Year Extension of Memorandum of Understanding Between Creative Playschool, Inc and EL Board of Education through June 30, 2018 was removed from the Agenda)

1. Discussion/Action re: Proposed Donation from the Naktenis Foundation to Niantic Center School in the Amount of \$5,000.00

This item was moved from the Consent Agenda. Superintendent Newton and the Board acknowledged the generous donation. The intended use was discussed (to support field trips for all NCS students to White Gate Farms) and the importance of providing equitable opportunities for all ELPS elementary students.

MOTION: Jaime Barr Shelburn moved to approve the donation of \$5,000.00 from the Naktenis Foundation to Niantic Center School as presented; Jill Carini seconded.

VOTE PRO: Tim Hagen (Chair), Al Littlefield (Secretary), Eric Bauman, Jill Carini, Bill Derry, John Kleinhans, Jaime Barr Shelburn

ABSTAIN: Barbara Senges

MOTION CARRIED 7:1

2. Discussion/Action re: Board of Education Committee Assignments CY 2017

Board members requesting a change in assignment contacted Chair Tim Hagen prior to the meeting.

MOTION: Jaime Barr Shelburn moved to approve the revised East Lyme Board of Education Committee Assignments for CY 2017 dated 12/12/16 as presented; Al Littlefield

VOTE: UNANIMOUS

MOTION CARRIED

3. Discussion/Action re: Proposed Board of Education Meeting Dates for CY 2017

Board members discussed the proposed meeting date calendar and future options for CY 2017. Superintendent Newton and Chair Tim Hagen will follow up to discuss a possible change in schedule for 2017.

MOTION: Jaime Barr Shelburn moved to adopt the East Lyme Board of Education Meeting Date for CY 2017 dated 12/19/16 as presented; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

4. Discussion re: ELPS Elementary Redistricting Ad Hoc Committee Update

Superintendent Newton and Assistant Superintendent Amy Drowne updated the Board on the work being done by the EL Elementary Redistricting Ad Hoc Committee.

Five focus groups have been formed to determine :

1) What are our current elementary strengths, weaknesses, future opportunities to capitalize on, and future obstacles?

2) What would make the redistricting process a success and define what a successful process would look like?

The minutes of the December 14, 2016 meeting and other committee information is available on the district website at redistricting/eastlymeschools.org. The next meeting is scheduled for Tuesday, December 20, 4:15 p.m. at Central Office.

5. Discussion re: Update on the District's Long Range Plan

Assistant Superintendent Amy Drowne informed the Board that the committee met on December 8 to review the parent/teacher/student survey results. Survey feedback was quite positive and reflects a caring community. Some discrepancies were noted and are being reviewed when comparing schools side by side across the district. The next meeting is scheduled for January 17 (full day).

6. Discussion re: Update on Elementary School Projects

Superintendent Newton updated the Board on the December 8 Elementary Design Steering Committee meeting.

Architect Al Jacunski will share information at the next Board meeting. Alteration plans are expected to be shared with the State of CT by the end of January.

7. Discussion re: Class Size Guidelines

During the first reading of BOE Policy 6152 Instruction on December 5, further discussion by the full board was requested regarding class size. Some Board members suggested stronger language be added regarding parameters for class size or that the Board each year review the past year's guidelines in anticipation of planning for the next year's budget. The class size guidelines were referred to the AAA for clarification.

B. Instruction

1. Discussion/Action re: Proposed ELHS Field Trip to France from April 11-19, 2017

Superintendent Newton recommended the approval of the proposed ELHS field trip to France from April 11-19, 2017. The trip falls during the April break.

MOTION: Jaime Barr Shelburn moved to approve the proposed ELHS field trip to France from April 11-19, 2017 as presented; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

C. Personnel

D. Policy

1. Discussion re: Annual Review of Board of Education Code of Ethics – By laws 9271-B

As an annual practice, the Board members reviewed BOE Code of Ethics – By laws 9271-B.

E. Other

VIII. ADMINISTRATION REPORTS

A. Superintendent of Schools – Mr. Jeffrey Newton

- No final closure on well issue
- Met w/principals and preparing proposed budget for presentation to BOE on 1/9/17
- Kim Davis and Supt Newton met w/Waterford Superintendent and Sp Ed Director regarding state mandates and offsetting special education costs
- Happy Holidays
- Central Office will be open on Wednesday, December 28 and Thursday, December 29

- B. **Assistant Superintendent for Curriculum, Assessment, & Instruction** – Mrs. Amy Drowne
 - East Lyme has offered to host LEARN consortium on curriculum revision
 -Curriculum Committee has reached a consensus on the curriculum review process
 -Happy Holidays
- C. **Finance/Facilities Director** – Mrs. Maria Z. Whalen
 - Budget preparation

IX. COMMITTEE REPORTS

- A. AAA Committee
 B. FFO Committee
 C. Policy Review Committee
 D. ELPS Chinese Program ad Hoc Committee
 E. Board of Education Liaison to Board of Finance
 F. District Long Range Plan Committee

X. COMMUNICATIONS

- A. ELHS Viking Saga, Volume 49, Edition 8, 12/15/16

XI. NOTICES

A. Notice of the following 2016/2017 staffing changes:

1. Assignments

- Dianne Fenn-Page, 1.0 FTE Special Education Long-Term Substitute Teacher, HS, on or about 12/19/16 through 01/20/17
- Cody Waites, 0.40 FTE Before and After School Aide, FL, 11/30/16

2. Reassignments

- Christina Peaslee from 1.0 FTE Teaching Assistant to 1.0 FTE Long-Term Elementary Substitute Teacher (Grade 1), FL, on or about 02/02/17 through 06/15/16

3. Student Teachers

- ECSU student teacher Elizabeth Wallace with Physical Education Teacher Lisa Kriger 01/17/17 through 03/14/17, MS

4. Resignations

- Brittany Littlefield, 1.0 FTE Instructional Aide (ISS), 12/09/16, MS
- Anna Montgomery, 1.0 FTE Instructional Aide, HA, 12/23/16

5. Supplemental Appointments for 2016/2017

- Rudy Bagos, Women's Basketball Assistant Coach (Freshmen), HS
- Steve Bailey, Men's Basketball Assistant Coach (Freshmen), HS*
- Sarah Bennett, Women's Indoor Track Assistant Coach (.5), HS*
- Jeff Bernardi, Men's Basketball Head Coach, HS*
- Robert Bouchey, Men's Swimming Head Coach, HS*
- Holly Buckley, Men's Swimming Assistant Coach (Diving), HS
- Ben Donatello, Men's Indoor Track Assistant Coach, HS*
- Roy Ebersole, Baseball, Assistant Coach (JV), HS*
- Sal Fiorillo, Women's Basketball Head Coach, HS*
- Eric Gauthier, Fencing Assistant Coach, HS*
- Shawn Greeley, Fencing Assistant Coach, HS*
- Sam Harfenist, Men's Indoor Track Assistant Coach, HS
- Steve Hargis, Men's Indoor Track Head Coach, HS
- Stephanie Jenkins, Cheerleading Head Coach, HS
- Keith Knight, Fencing Head Coach, HS*
- Katie Lima, Women's Indoor Track Assistant Coach (.5), HS
- Edwin Lorah, Wrestling Head Coach, HS*
- Dan Nazzaro, Wrestling Assistant Coach, HS

- Grant Place, Fitness Center Head Coach (Winter), HS
 - Carl Reichard, Women's Indoor Track Head Coach, HS*
 - Peter Sepko, Women's Indoor Track Assistant Coach, HS*
- *Not a member of the ELPS professional staff

B. Out of State Field Trips:

1. ELHS Coastal Connections field trip to NE Technical Institute, Warwick, RI on Friday, 12/09/16

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. Board Comments:

1. Donation Criteria – Referred to AAA Committee
2. Class Size Guidelines – Referred to AAA Committee
3. Establish BOE Rep to BOF Schedule for 2017
4. Percentage of coaches on professional staff? Increase/Decrease? – Barbara Senges
5. Suggest the BOE formally invite BOF member to attend BOE meeting when special projects are being presented and discussed

B. Future Agenda Items:

1. Proposed ELPS Calendar for 2017/2018 – January 2017
2. East Lyme/Chinese Program Update - January 2017
3. Elementary School Project Update w/Ken Biega – January 9, 2017
4. MS Challenge Program Mid-Year Report – February 2017
5. ELPS Redistricting Ad Hoc Committee Standing Report – All meetings through February 2017

XIII. PUBLIC COMMENT - None

The Board took a short break at 7:17 p.m.

XIV. EXECUTIVE SESSION

MOTION: Jaime Barr Shelburn moved to enter into executive session and to include the Superintendent for the purpose of discussion of personnel at 7:20 p.m.; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited Executive Session at 7:28 p.m.

XV. ADJOURNMENT

MOTION: Jaime Barr Shelburn moved to adjourn the meeting 7:30 p.m.; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully submitted,

Al Littlefield

Albert Littlefield, Secretary

East Lyme Board of Education