

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

**REGULAR MEETING
Monday, February 22, 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, Candice Carlson (arrived at 6:33), Bill Derry, John Kleinhans, Marlene Nickerson, Barbara Senges, Jaime Barr Shelburn

Board Members Absent: None

Administrators Present: Jeffrey Newton (Superintendent), Donna Gittleman (Interim Assistant Superintendent for Special Education and Pupil Personnel), Dr. Karen Costello (Administrator for Program Improvement), Dr. Judy DeLeeuw (Principal, East Lyme Middle School), Mike Susi (Principal, East Lyme High School), Maria Whalen (Director of Business and Facilities), Nancy Burdick (Business Supervisor), Pat Lannon (Technology Director)

I. **CALL TO ORDER** – 6:00 p.m. by Chair Tim Hagen

II. **EXECUTIVE SESSION** (Room B100)

MOTION: Jamie Barr Shelburn moved to enter into executive session at 6:00 p.m. and to include the Superintendent to discuss legal issues; Jill Carini seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited Executive Session at 7:09 p.m. and Board meeting resumed (Room B101).

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

IV. **PUBLIC COMMENT** - None

V. **APPROVAL OF MINUTES**

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education February 1, 2016 Regular Meeting as presented; Candice Carlson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

MOTION: Jaime Barr Shelburn moved to approval of minutes of the Board of Education February 18, 2016 Public Hearing; Candice Carlson seconded.

VOTE PRO: Tim Hagen (Chair), Al Littlefield (Secretary), Eric Bauman, Candice Carlson, Bill Derry, John Kleinhans, Barbara Senges, Jaime Barr Shelburn

ABSTAIN: Jill Carini, Marlene Nickerson

MOTION CARRIED 8:2

MOTION: Jaime Barr Shelburn moved to approval of minutes of the Board of Education February 18, 2016 Committee of the Whole Meeting; Barbara Senges seconded.

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

ABSTAIN: Marlene Nickerson

MOTION CARRIED 9:1

VI. SPECIAL REPORTS

A. Students' Representative – Lily Zhong and Matt Spang

1. Senior Class trip is May 19 to Brownstone Park
2. French students traveled to Quebec and Spanish students on trip to Barcelona
3. Stonington HS music exchange trip to East Lyme
4. Various athletic recognitions

B. Selectmen's Representative was not present.

C. Salem Board of Education was not present.

D. Other Reporters

VII. CONSENT AGENDA

MOTION: Jaime Barr Shelburn moved approval of the Consent Agenda (A. Proposed Niantic Center School After School Activities Program for Winter 2016) as presented; Barbara Seneges seconded.

VOTE: UNANIMOUS


MOTION CARRIED

VIII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion/action re: Proposed Adoption of ELPS Budget for 2016-2017

At the Board's request, Superintendent Newton presented adjusted reduction scenarios for the FY 2016-2017 budget based on the February 18 Budget Workshop and the Board's consensus not to increase class sizes and compromise instruction:



East Lyme Public Schools

Superintendent's Adjusted Reduction Scenarios for FY 2016-2017

Presented to the EL BOE on 2-22-16
by Superintendent Jeffrey Newton

Adjusted Budget Proposal

Adopted Budget - FY 2016	\$ 44,033,000	
Superintendent's Proposed - FY 2017 (11/11/2016)	\$ 46,018,391	
Total Increase over FY 2016	\$ 2,005,811	4.56%
Superintendent's Adjusted Proposal - FY 2017 (2/1/16)	\$ 45,763,545	
Total Increase over FY 2016	\$ 1,730,485	3.93%
Restore - Project Oceanology (BOE Action February 1, 2016)	\$ 47,790	
Adjusted Proposal - FY 2017: AS REVISED	\$ 45,811,355	4.04%

Adjusted Budget Proposal

Proposed Reductions to Achieve a 3.09% Increase:

1. Transition Program move to ATE	\$11,800	
2. Reduce Benefits - Income tax Write (2016 FY 2016 2017) Gross m include 30 benefits for 2 Teachers	\$18,622	
3. Reduce Safety Facilities Usage	\$16,861	
4. Admin Ed. Tuition (AE)	\$14,644	
5. Reduce DW - Computer Equipment (Charge Expense to Revenue)	\$7,976	
6. Reduce the Revenue Account Reduce Benefits Reduce Retiree Incentives (Charge to Revenue) Use Flex account for ELTA Incentive	\$74,026	
7. Curtail OT for Fac Usage (Charge to Revenue)	\$28,001	
TOTAL PROPOSED REDUCTION	\$171,510	
Superintendent's Adjusted Proposal - FY 2017	\$45,840,106	3.61%

Adjusted Budget Proposal

8. BOE Legal Services	\$5,000	
9. DW - Summer School SPED Salary	\$20,000	
10. DW - Maintenance Eliminate Budgeted Shed	\$5,500	
11. Reduce Tuition Reimbursement - Non-Certifies	\$10,000	
TOTAL PROPOSED REDUCTION	\$40,500	
Superintendent's Adjusted Proposal - FY 2017	\$45,599,605	3.50%

A breakdown of student enrollment by school and grade was provided. It was noted that district wide enrollment is up 35 students from the NESDEC projection for the 2015-2016 school year. The Board thanked Superintendent Newton and the Administrative Staff for doing a great job.

MOTION: Eric Bauman moved to adopt the FY 2016-2017 budget for East Lyme Public School in the amount of \$45,599,605.00, an increase of 3.56% over the current year's budget, as presented; Candice Carlson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

2. Discussion re: Elementary School Building Project Update

- Superintendent Newton reported that the collaborative meeting regarding the elementary school building projects consisting of two members of the BOE, BOS and BOF, the Design Steering Committee, and the building principals will meet again on Thursday, February 25. Discussion continues with LEARN. More information will be provided at the next Board meeting.

- B. Instruction
- C. Personnel
- D. Policy
- E. Other

IX. ADMINISTRATION REPORTS

- A. Superintendent of Schools – Mr. Jeffrey Newton had no report.
- B. Interim Assistant Superintendent of Schools – Ms. Donna Gittleman had no report.
- C. Business/Facilities Director – Maria Whalen had no report.

X. COMMITTEE REPORTS

- A. AAA Committee
- B. FFO Committee
- C. Policy Review Committee – Minutes of 1/25/16 and oral report of 2/22/16 meeting
- D. ELPS Chinese Program Ad hoc Committee – Next meeting is 3/14/16
- E. BOE Liaison to BOF Schedule

XI. COMMUNICATIONS

XII. NOTICES

- A. *Notice of the following 2015/2016 staffing changes:*
 - 1. Appointments
 - Margaret Bobrowski, 1.0 Grade 4 Long-Term Substitute Teacher, HA, on or about 02/23/16-4/27/16
 - Sean Chmielewski, 0.10 FTE Health/PE Teacher, Coastal Connections, 2/17/16
 - Lisa DeGraff, 1.0 FTE Instructional Aide, DW @ MS, 02/4/16
 - 2. Reassignments
 - 3. Increases/Decreases in FTE
 - Joann Shugrue, temporary reduction from 1.0 to 0.8 FTE Instructional Aide, NC, 02/15/16
 - Laura Tanner, to 1.0 FTE Instructional Aide (1:1) DW @ MS add .10 FTE Before School Aide, MS, 01/28/16
 - 4. Student Teachers
 - SCSU student teacher Katlyn Foster with Special Education teacher Vita Rose, HS, 03/14/16 – 05/6/16
- B. *Notice of out-of-state field trips:*
 - 1. ELHS students to Providence, RI to attend the Construction Careers Expo on Friday, 03/18/16
 - 2. ELHS students to Agawam, MA to visit Six Flags New England on Friday, 05/13/16

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

1. Candice Carlson commented that the Grades 5 to 12 district-wide collaborative music concert with Salem students at East Lyme Middle School was fantastic. Approximately 275 students participated.

B. Future Agenda Items:

1. Summer School Program/Camp – Candice Carlson – *To be scheduled*
2. East Lyme Chinese Program Update – *Monthly*
3. Field Trip Discussion – *To be scheduled*
4. Elementary and Middle School Period Updates from Students – *To be scheduled*
5. Short-Term Savings Ideas – *02/22/16*
6. Long-Term Savings Ideas – *To be scheduled*
7. New East Lyme-Spiral (Chinese Program) Memorandum of Understanding (MOU) to be presented to the ad Hoc Committee and then to the entire Board – *March 14*
8. Using Technology to Advance Curriculum – Eric Bauman – *To be scheduled*
9. Revenue Account Review – Al Littlefield – Presented to FFO - *To be scheduled*
10. Comprehensive Review of Coastal Connections Program – Tim Hagen – *To be scheduled.*
11. Position Paper – Understanding of PreK-12 Class Sizes Across the District – To be presented to the AAA Committee – *To be scheduled*

XIV. PUBLIC COMMENT - None

The Board took a short break at 7:42 p.m.

XV. EXECUTIVE SESSION

MOTION: Jamie Barr Shelburn moved to enter into executive session at 7:45 p.m. and to include the Superintendent, the Assistant Superintendent, and the Business/Facilities Director to discuss personnel issues; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited Executive Session at 8:41p.m.

XVI. ADJOURNMENT

MOTION: Jamie Barr Shelburn moved to adjourn the meeting at 8:42 p.m.; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully submitted,

Albert Littlefield

Albert Littlefield, Secretary
East Lyme Board of Education