

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

**REGULAR MEETING
Monday, July 18, 2016 – 6:00 p.m.
Room B101, East Lyme High School**

MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Eric Bauman, Candice Carlson, Bill Derry, Jaime Barr Shelburn

Board Members Absent: Jill Carini, John Kleinhans, Marlene Nickerson, Barbara Senges

Administrators Present: Jeffrey Newton (Superintendent), Amy Drowne Assistant Superintendent for Curriculum, Instructional and Assessment, Jeff Provost (Interim Principal, Niantic Center School), Maria Whalen (Director of Business and Facilities), Pat Lannon (Technology Director)

I. **CALL TO ORDER** – 6:03 p.m. by Chair Tim Hagen

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

III. **PUBLIC COMMENT**

1. Carol Russell (4 Bramble Bush Drive, Niantic) stated it is a highly reasonable likelihood that information presented at the June 27, 2016 BOE meeting may not be a fluke, but the beginning of an upward trend in student enrollment. She suggested that now is the time for East Lyme to redistrict to ensure equity among the schools and cautioned the Board about closing any elementary school unless and until a detailed, affordable, cost effective plan is in place to ensure the quality of education will not be compromised and the elementary education program will be enhanced.
2. Erin Bauman (15 Harvest Glen, East Lyme) stated she would like to see a sign language elective course offered at ELHS and was supported by many other students interested as well.
3. Christine Stahl, (4 Upper Kensington Drive, East Lyme) thanked the Policy Review Committee for soliciting input pertaining to the new allergy policy and suggested a team be formed to include parents, a pediatrician and an allergist moving forward. She stressed the importance of educating and training responsible person for students with allergies and communicating with parents.
4. Jennifer Murray (7 Tabernacle Drive, Niantic) asked the Board not to give up swing space and said it is not a prudent time to decide to close a school with businesses and families moving into town and home prices down from 10 years ago. She expressed concern that fifty percent of the Board of Finance members had been invited to attend the elementary building project meetings.
5. As requested, a letter from Maia Vargas (18 Pontiac Drive, Niantic) was read into the minutes. She urged the Board to keep the three schools, redistrict, even out enrollment, and move the programs that currently rent space to outside of town buildings, and to save the elementary building project decision making until there has been more chance for community input.

IV. APPROVAL OF MINUTES

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education June 27, 2016 Regular Meeting as presented; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

V. SPECIAL REPORTS

- A. Student Representative – Not present
- B. Selectmen's Representative – Not present
- C. Salem Board of Education – None.
- D. Other Reporters - None.

VI. CONSENT AGENDA

MOTION: Jaime Barr Shelburn moved to approve the Consent Agenda as presented (A. Proposed Donation to East Lyme High School from The Men's Warehouse in the Amount of \$625.00); Candice Carlson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion/Action re: Elementary School Building Project Board of Education Motion of 6/27/16 Agenda Item VIII.A.4.

Superintendent Newton recommended the Board not make a decision on the elementary schools at this time (motion made by Jill Carini and seconded by Jaime Barr Shelburn on June 27 to add the elementary facilities project of two schools or three schools, and if two schools which two, to the July 18 BOE meeting agenda for discussion and action.) He stated the intended plan to renovate as new Lillie B. Haynes School and provide \$1.5 million in refurbishments for Flanders School warrants more discussion and input from the committee, community, and town boards to ensure the plan moving forward will be supported.

Secretary Al Littlefield read a letter written by Board member Barbara Senges dated July 14, 2016 (*attached*) asking the Board to delay a decision on deciding on the closing of an elementary school. She stated that much work and fact gathering is needed before the Board can present viable options to the public.

The Board members agreed and discussed next steps. A plan of action and timeline for making a decision will be discussed at the next meeting.

Superintendent Newton updated the Board on class sizes for grades K-4.

No action was taken.

2. Discussion/Action re: Proposed 10-Month Contract Renewal with the Child & Family Agency of SE CT, Inc. for the 2016/2017 School Year

Superintendent Newton noted that for the last five years Child & Family Agency of SE CT, Inc. has successfully provided support for our students and families dealing with issues that may not be school based, but have an impact at school. The proposed contract renewal ensures the same services are provided to the district for the 2016/2017 school year. The contract reflects a \$2,536 (3%) increase over the present year due to staff salary increases over the last several years.

MOTION: Jaime Barr Shelburn moved to authorize the Superintendent to sign a 10-month contract with the Child & Family Agency of Southeastern Connecticut, Inc. for the period August 25, 2016 through June 15, 2017 in the total amount of \$84,936.00 as presented; Candice Carlson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

3. Discussion/Action re: Proposed Tuition Rates for Out-of-District Students Attending ELPS for the 2016-2017 School Year

Superintendent Newton recommended the Board set the FY 17 tuition rate at \$16,179.00 for new out-of-district students and for returning out-of-district students that were enrolled the prior year, per Board of Education Policy #3240. The proposed rate reflects an increase of 5.7%, or \$872 over last year's rate.

MOTION: Jaime Barr Shelburn moved to approve the proposed regular education tuition rate for out-of-district students attending ELPS for the 2016-2017 at \$16,179.00. The set rate is for any regular education tuition student and does not include special education programs, Coastal Connections, or high school students from Salem; Al Littlefield seconded.

VOTE : UNANIMOUS

MOTION CARRIED

B. Instruction

C. Personnel

1. Discussion re: Proposed Non-Certified/Non-Affiliated Salary and Benefit Schedule for FY 17

Superintendent Newton presented the FY 17 salary and benefit adjustments for non-certified/non-affiliated staff dated July 14, 2016 reflecting no change to the bottom line budget. The schedule was reviewed by the Personnel Policy Committee and the FFO Committee and no Board action was required.

D. Policy

1. Discussion/Action re: Second Reading – Revised BOE Policy 5114 Students: Suspension and Expulsion/Due Process

Superintendent Newton and the Policy Review Committee recommended approval of the revision of this policy. The first reading was held on June 8, 2016. No additional changes have been made.

MOTION: Jaime Barr Shelburn moved to adopt revised BOE Policy 5114 Students: Suspension and Expulsion/Due Process as presented; Candice Carlson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

2. Discussion re: First Reading – Revised BOE Policy 5141.21 Students: Administering Medication

Superintendent Newton presented the proposed revised policy as reviewed by VNA Supervisor Leah Hendricks and School Medical Advisor Dr. Vijay Sikand and reflects no major changes. Board members were asked to contact the Superintendent with any comments. The second reading is scheduled for August 22, 2016.

3. Discussion re: BOE Review Only – New Draft BOE Policy and Regulation 5141.25 Students: Students with Special Health Care Needs

The Policy Review Committee presented the new policy and regulation, as drafted by the Board's attorney, related to students with special health care needs. The information was reviewed by the VNA Supervisor and the School Medical Advisor. The documents will be forwarded to an allergist for further review. Additional input was requested from First Student (bus company), ELTA (teachers' union), and the public.

E. Other

VIII. ADMINISTRATION REPORTS

- A. Superintendent of Schools – Mr. Jeffrey Newton**
- Intra-district transfer options are available for elementary students. Parents are responsible for transportation.
 - Kudos to the East Lyme Middle School custodial staff for working around all of the summer programs.
- B. Assistant Superintendent for Curriculum, Assessment, and Instruction – Mrs. Amy Drowne**
- Preparing a 90-day Entry Plan
 - Summer Enrichment Program Update
 - Preparing for East Lyme Public Schools Administrative Retreat. Scheduled for August 10-11, 2016.
- C. Business/Facilities Director – Mrs. Maria Whalen**
- Reported that we are finishing up processing end-of-year financials.

IX. COMMITTEE REPORTS

- A. AAA Committee**
- B. FFO Committee – Oral report of 07/18/16**
- 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. Thank you letter from the East Lyme Board of Education to the Niantic Lions club for the generous donation of three flagpoles recently installed at the northeast corner of the sports complex at East Lyme High School.**

XI. NOTICES**A. Notice of the following 2015/2016 and 2016/2017 staffing changes:**

1. Assignments:
 - Lauren Ennis, 1.0 FTE Math Teacher, MS, 08/25/16
 - Gregg Landry, 1.0 FTE Math Teacher, MS, 08/25/16
 - Kathy Pindar, 1.0 FTE Kindergarten Teacher, FL, 08/25/16
2. Increases/Decreases in FTE:
 - None.
3. Resignations:
 - Maria DePaola, 1.0 FTE Special Education Teacher, MS, 07/07/16
4. Retirements:
 - Carrie Vezina, 1.0 Administrative Assistant I, CO, 09/16/16
5. Supplementals:
 - Ryan Ainscough, Men's Cross Country Assistant Coach, HS
 - Lauren Allyn, Women's Soccer Volunteer Coach, HS
 - Carolyn Ascioffa, Women's Soccer Assistant Coach (Freshmen Coach), HS
 - Bruce Babcock, Football Assistant Coach, HS*
 - Rudy Bagos, Football Head Coach, HS
 - Jack Biggs, Assistant Athletic Director, HS
 - Jack Biggs, Volleyball Head Coach, HS
 - Holly Buckley, Swimming Assistant Coach, HS
 - Wally Christensen, Men's Soccer Head Coach, HS
 - Ben Donatello, Football Assistant Coach, HS*
 - Ali Facchini, Volleyball Assistant Coach, HS*

- Jeff Handler, Assistant Athletic Director, HS
- Jeff Handler, Men's Soccer Assistant Coach (Freshmen Coach), HS
- Sam Harfenist, Men's Cross Country Head Coach, HS
- Steve Hargis, Athletic Director, HS
- Stephanie Jenkins, Cheerleading Coach, HS
- Dave Knopf, Football Assistant Coach (Freshmen Coach), HS*
- Krissy Konesky, Women's Soccer Assistant Coach, HS
- Kip Kotzan, Men's Soccer Assistant Coach, HS
- Katie Lima, Women's Cross Country Assistant Coach, HS
- Kristy McFadden, Field Hockey Head Coach, HS
- Chris Mountain, Football Volunteer Coach, HS
- Melissa Parker, Swimming Assistant Coach, HS
- Grant Place, Fall Fitness Center Advisor, HS
- Rachel Redding, Women's Soccer Head Coach, HS
- Megan Grills Ressler, Field Hockey Assistant Coach, HS*
- Dale Schumacher, Volleyball Assistant Coach, HS*
- Jack Stabach, Swimming Head Coach, HS
- Joline Weissgarber, Volleyball Assistant Coach*
- Gary Wight, Football Assistant Coach, HS

* Not a member of the ELPS professional staff

B. Out of state field trips: None at this time.

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. Board Comments:

1. Jaime Barr Shelburn – Nice to see former East Lyme students returning as teachers

B. Future Agenda Items:

1. East Lyme/Chinese Program Update – Monthly
2. Short/Long-Term Savings Ideas – To be scheduled
3. Using Technology to Advance Curriculum – Eric Bauman – To be scheduled
4. Redistricting – To be scheduled
5. Infinite Campus -- Two-Year Plan, Roll Out and Update – September 2016
6. Invitation to be extended to State Leaders – BOE Attendance August 2016

XIII. PUBLIC COMMENT

1. Jennifer Murray (7 Tabernacle Drive, Niantic) appreciated no action taken tonight regarding the closing of an elementary school and asked the Board not to be in fear of redistricting. She stated that closing a school will not solve the problem, and we will still have a school busting at the seams and a smaller school.
2. Christine Stahl (4 Upper Kensington Drive, East Lyme) stressed the importance of consulting with an allergist to review Policy 5141.25, having a rollout plan at the start of the school year, and communicating information to parents.

XIV. EXECUTIVE SESSION – There was no need for executive session.

XV. ADJOURNMENT

MOTION: Jamie Barr Shelburn moved to adjourn the meeting at 7:00 p.m.; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully submitted,

Al Littlefield

Albert Littlefield, Secretary

East Lyme Board of Education

Bodnar, Lynn

From: Maia Vargas [maia.vargas@sbcglobal.net]
Sent: Monday, July 18, 2016 10:13 AM
To: Bodnar, Lynn
Subject: Letter for tonight's BOE meeting

I am in Block Island and the address for Tim Hagan won't work. Could you please get this to him or have it read at tonight's BOE meeting?

Thanks

I respectfully request that this letter be read into the minutes of tonight's meeting 7/18/2016.

Dear BOE Members,

The path to the future of our schools has been a long one with many ups and downs and twists and turns. There has been much opportunity for community members to voice our opinions but there have also been times when it seems as though major decisions were vetted out in secret.

The closing of a school is a huge decision and not one that should be made in the dead of summer when many families who will be affected may be on vacation.

The districting of the elementary students in East Lyme is something that has been poorly managed for quite a while now. Flanders is busting at the seams, Niantic Center has far below its capacity and is always picked on for being "empty" and Lillie B. Could also take some of the load off of Flanders.

I urge you to keep the three schools, redistrict, even out enrollment, move the programs that currently rent space outside of town buildings and give it a chance.

Have a discussion, but please save the decision making until there has been more chance for community input - specific to this particular decision. If we need a referendum to decide on the new school project we should AT LEAST have a community forum to decide if a school should be closed.

Thank you,
Maia Vargas
18 Pontiac Drive

Sent from my iPhone

Requested to be read at 07/18/16 BOE Regular Meeting

July 14, 2016

Over the past three weeks since our last Board Meeting, I have given much thought to the decision that faces us in regard to the fate of our three elementary schools. After expending much time and effort on a proposed State reimbursed renovation of two our elementary buildings, it has been decided that due to increasing fiscal uncertainty at the State level, the Town should not take on such a large debt at this time and should pursue the less costly option of essential repairs of the existing buildings. In addition, a substantial increase in our Kindergarten enrollment for next year, places into question our NESDEC Enrollment Projections that indicated an ongoing decline in elementary enrollment.

These two factors, have led me to believe that we acted in haste in passing a motion that we must decide on the closing of an elementary school at the July 18 meeting. First there is no reason to make this decision now. No matter what we would decide, it is too late to do anything for this upcoming school year. Redistricting is not an option for 2016-17. Second, until we have an approved plan and schedule for repairs, we can't make a decision about when we could be ready to take a school offline.

I strongly believe that it is imperative that the Board ensure that the plan we develop moving forward include options that can be discussed by the public and taken to a referendum for East Lyme residents to choose. We, as Board of Education Members, are elected to make decisions in the best interest of students. The public, not town officials, need to decide when they have all the facts, what they are willing to support financially.

In conclusion, I believe that there is still much work and fact gathering that needs to be done before the Board can present viable options to the public.

Barbara R. Senges
East Lyme Board of Education Member

Requested to be read at 07/18/16 BOE Regular Meeting