

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

**REGULAR MEETING
Monday, August 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, Bill Derry, John Kleinhans, Barbara Senges, Jaime Barr Shelburn

Board Members Absent: Marlene Nickerson

Administrators Present: Jeffrey Newton (Superintendent), Amy Drowne (Assistant Superintendent for Curriculum, Instructional and Assessment), Kim Davis (Interim Director of Special Services), Dr. Judy DeLeeuw (Principal, East Lyme Middle School), Linda Anania (Principal, Flanders School), Melissa DeLoreto (Principal, Lillie B. Haynes School), Jeff Provost (Interim Principal, Niantic Center School), Deb Roselli Kelly (Assistant Principal, East Lyme High School), Maria Whalen (Director of Business and Facilities), Pat Lannon (Technology Director)

- I. **CALL TO ORDER** – 6:07 p.m. by Chair Tim Hagen
- II. **PLEDGE OF ALLEGIANCE** – Led by Chair Tim Hagen, State Senator Paul Formica and State Representative Ed Jutila
- III. **PUBLIC COMMENT** - None
- IV. **APPROVAL OF MINUTES**

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education August 8, 2016 Regular Meeting as corrected (Bill Derry was not present); Barbara Senges seconded.

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

VOTE CON: None

ABSTAIN: Eric Bauman, Candice Carlson, Bill Derry

MOTION CARRIED 7:0:3

- V. **SPECIAL REPORTS**
 - A. **Student Representative** – Not present
 - B. **Selectmen’s Representative** – Selectman Holly Cheeseman had no report.
First Selectman Mark Nickerson joined the meeting at 7:00 p.m.
 - C. **Salem Board of Education** – Not present
 - D. **Other Reporters** - None.
- VI. **CONSENT AGENDA**
- VII. **DISCUSSION/ACTION ITEMS**
 - A. **Finance/Facilities/Community**

1. Discussion re: State Funding and School Building Project Reimbursements with Guest Speakers State Senator Paul Formica and State Representative Ed Jutila

- State Senator Paul Formica and State Representative Ed Jutila were invited to the meeting to discuss state funding and reimbursements for future school building projects, as the Board regroups and gathers information on how to move forward with the elementary schools. They spoke on the uncertainty of the makeup of the legislature next year and how members would vote.
- Representative Jutila said that a minimum appropriation of \$500 million dollars per year has been consistent for school construction and reimbursement rates are unlikely to change.
- Senator Formica spoke about stabilizing the state budget and creating a climate that would bring more high paying jobs to the state.
- Chair Tim Hagen remarked that the state's financial situation has affected municipalities by chipping away at Education Cost Sharing (ECS) and municipal aid grants.
- They noted the state's sensitivity and spoke of the importance of communication and economies of effort between departments and agencies.
- Senator Formica and Representative Jutila encouraged the Board to define and move forward an elementary school building project. They suggested the district meet with the state to discuss the filing process and noted the deadline for filing is June 30, 2017.
- Board discussion will continue at the next regular meeting.

2. Discussion re: Initial Discussion Regarding ELHS Pool Project Involving Dehumidification System and Addition of Locker Rooms

- Superintendent Newton informed the Board there is a present need for a dehumidification system to improve air quality, proactive to prolong roof, and prevent deterioration of the pool infrastructure.
- The cost of the system is \$367,158.76 with \$100,000 to be paid with pool revenue funds.
- The recommended timeframe for the project is spring 2017 and the pool would be closed for 2-3 months during the summer.
- The second proposal is the addition of two (2) locker room spaces for increased safety and security, additional bleacher seating, a new entry and additional storage at a cost of \$1.325 million dollars.
- Pool Director Jack Stabach presented a site plan and a floor plan for the proposed renovation project and addressed Board questions. The project was reviewed by the FFO Committee on August 8.
- The Board recommended the project be added to the Long Range Capital Improvement Plan with dehumidification system as the first priority.
- The Board will review the project documentation and take action at a subsequent meeting.

3. Discussion/action re: Proposed Retraction of BOE Motion of March 28, 2016 – Elementary School Building Project

Chair Tim Hagen and Superintendent Newton recommended the retraction of the Board's March 28, 2016 motion that approved a proposed cost estimate of \$45.06 million, before state reimbursement, to renovate as new the Lillie B. Haynes School and provide up to \$1.5 million to refurbish Flanders Elementary School and to move the project forward to the Board of Selectmen.

MOTION: Jaime Barr Shelburn moved to retract the East Lyme Board of Education's motion of March 28, 2016 *“to approve the total conceptual cost estimate of \$45,060,609 to renovate as new Lillie B. Haynes School and add refurbishment funds for Flanders*

School not to exceed \$1.5 million dollars; advancing the project to the Board of Selectmen for their information and review"; Al Littlefield seconded.

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

VOTE CON: Jill Carini

MOTION CARRIED 8:1

B. Instruction

C. Personnel

D. Policy

1. **Discussion/action re: Second Reading BOE Policy 5141.21 Students: Administering Medication**

MOTION: Jaime Barr Shelburn moved to approve the revisions to BOE Policy 5141.21 Students; Administering Medication; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

2. **Discussion re: First Reading BOE Policy 5141.3 Students: Health Assessments and Immunizations**

The Board reviewed BOE Policy 5141.21 Students; Health Assessments and Immunizations. Comments may be directed to Superintendent Newton.

E. Other

VIII. ADMINISTRATION REPORTS

A. Superintendent of Schools – Mr. Jeffrey Newton

- Reviewed K-4 class sizes and paraprofessional support
- Seven students from China arrived last week and will attend ELHS as freshmen
- Convocation ceremony will be held on Monday, August 29 – Jonathan P. Costa Sr. from Education Connection will speak to staff re: District's Long Range Plan

B. Assistant Superintendent for Curriculum, Assessment, and Instruction – Mrs. Amy Drowne

- Reported on EL Elementary School Summer Enrichment Program feedback
- New Teacher Orientation – Thursday, August 25, 2016
- Paraprofessional Professional Development, Tuesday, August 30

C. Business/Facilities Director – Mrs. Maria Z. Whalen

- Working on audit
- Processed first payroll of this school year
- Estimated that less than \$1,000 will be returned by school district to town for FY16

IX. COMMITTEE REPORTS

A. AAA Committee

B. FFO Committee

C. Policy Review Committee – Oral report of 08/22/16 Meeting

D. ELPS Chinese Program ad Hoc Committee

E. Board of Education Liaison to Board of Finance

F. District Long Range Plan Committee

X. COMMUNICATIONS - None

XI. NOTICES

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

1. Assignments

- Dorothy Breen, 0.10 FTE Before/After School Aide, MS, 08/31/16
- Sarah Cunningham, 1.0 FTE Teaching Assistant, TLP, DW HS, 08/30/16
- Caroline Harper, 1.0 FTE Math Teacher, HS, 08/25/16
- Sara Jolly-Ballantine, Lead Teacher, Creative Playschool, HA, 08/31/16
- Karin McNaughton, 1.0 FTE Administrative Assistant I (10-month), MS, 08/15/16

2. Reassignments for 2016/2017

- Christine Greeley from 1.0 FTE Instructional Aide and 0.30 Computer Consultant to 0.75 FTE Computer Consultant and 0.25 Instructional Aide, HS, 08/29/16
- Greg Landry from 1.0 FTE Math Teacher to 0.8 FTE Math Teacher/0.2 FTE Social Studies Teacher, MS, 08/29/16
- Kim Matlock from 1.0 FTE Instructional Aide, DW HS to 1.0 FTE Teaching Assistant, HS, 08/30/16
- Tina Mulcrone from 1.0 FTE Instructional Aide to 1.0 FTE Teaching Assistant, HS, 08/30/16
- Stacey Muscarella from 0.5/0.5 FTE Administrative Assistant I (10-month), FL/HA to 0.5/0.5 FTE Administrative Assistant I (12-month), CO (Facilities Services/Technology Dept), 08/25/16
- Linda Nastri from 1.0 FTE Science Teacher to 0.8 FTE Science/0.2 FTE Social Studies Teacher, MS, 08/29/16
- Neeley Overmoyer from 1.0 FTE Language Arts to 0.8 FTE Language Arts/0.2 FTE Social Studies Teacher, MS, 8/29/16
- Lisa Ramaccia from 1.0 FTE Counselor to 0.8 Counselor/0.2 FTE CIL, HS, 08/29/16
- Ashlyn Rice from 1.0 FTE Instructional Aide (1:1), DW MS to 1.0 FTE Teaching Assistant, HS, 08/30/16

3. Increases/Decreases in FTE

4. Resignations

- Diane Brusseau, 1.0 FTE Administrative Assistant I (10-months), FL, 09/19/16
- Dana Dindinger, 1.0 FTE Teaching Assistant. HS, 08/17/16
- Melissa Grispino, 1.0 FTE Instructional Aide, PK-1 ABA, DW HA, 08/16/16
- Gail Jewell, 1.0 FTE Teaching Assistant, FL, 08/17/16
- Laura Plummer, 1.0 FTE Math Teacher, HS, 08/3/16
- Cathy Schuch, 1.0 FTE Teaching Assistant, HS, 08/12/16

B. Out of State Field Trip:

1. Proposed ELMS Out-of-State Field Trip to Boston, MA on October 6, 2016

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. Board Comments:

- Harlem Wizards Basketball Game, 10/01/16, ELHS, volunteers needed, contact Jaime Barr Shelburn
- What are we doing to advance learning? – Eric Bauman
- New state policy regarding student information – Infinite Campus in place – Bill Derry
- Student representatives to the Board of Education from the middle school level – Candice Carlson
- Senior walk? – Candice Carlson
- Encourages Board to continue to invite state representatives to future BOE meetings – John Kleinhans
- Noted John Rhodes communication (attached to Elementary Design Committee minutes) – Jaime Barr Shelburn

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 – October 2016
- 6. Lillie B. Haynes Kindergarten Class Sizes – D/A – Candice Carlson 9/12/16

XIII. PUBLIC COMMENT

Liz Dumond, 10 Acorn Drive, Lillie B. Haynes PTA President, stated that the Lillie B. Haynes kindergarten numbers are over the Board’s guidelines for class size enrollment and asked the Board to consider to hiring an additional teacher. She said that paraprofessional staffing cannot be the solution.

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

XV. ADJOURNMENT

MOTION: Jaime Barr Shelburn moved to adjourn the meeting at 8:00 p.m.; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully submitted,
Al Littlefield
 Albert Littlefield, Secretary
 East Lyme Board of Education