

**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, January 23, 2017 – 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, Leigh Gianakos, John Kleinhans, Barbara Senges, Jaime Barr Shelburn

Board Members Absent: None

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

Others Present: Nancy Burdick (Business Supervisor)

I. CALL TO ORDER – 6:45 p.m. by Chair Tim Hagen

A. Executive Session

MOTION: Eric Bauman moved to enter into executive session at 6:46 p.m. for the purpose of discussing a legal issue and to include the Superintendent and Attorney David Monastersky of Howd and Ludorf, LLC; Bill Derry seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited executive session at 7:00 p.m. and the regular meeting resumed.

II. PLEDGE OF ALLEGIANCE – Led by Chair Tim Hagen

East Lyme Public Schools
Viking Valor Awarded to:

Kristine Dishaw, Marie Fain, Diane Swan, Kari Wiseman
and their First and Second Grade Niantic Center School Students
(Student Representative Aiden Minogue)

for

*Outstanding Commitment to the Community
through the Crescent Point Outreach Program*

III. PUBLIC COMMENT - None**IV. APPROVAL OF MINUTES**

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education January 9, 2017 Regular Meeting as presented; Barbara Senges seconded.

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

VOTE CON: None

ABSTAIN: Candice Carlson

MOTION CARRIED 9:0:1

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education, Board of Selectmen and Board of Finance Joint Meeting of January 11, 2017 as presented; Candice Carlson seconded.

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

VOTE CON: None

ABSTAIN: Eric Bauman, Jill Carini

MOTION CARRIED 8:0:2

Meeting notes for the BOE Special Meetings of January 17 and January 19, 2017 (Community Informational Presentation – Elementary Alteration Projects) were presented although a quorum was not present at the meetings. No approvals were necessary.

V. SPECIAL REPORTS

A. ELHS Student Representatives – Not present

B. Selectmen’s Representative – Deputy First Selectman Kevin Seery

- Sandy Anderson replaces First Selectman’s admin assistant Darlene Stevens
- Police Commission has been appointed and Police Chief position has been posted
- Paul Daigle replaced Holly Cheeseman on the Board of Selectmen
- The Board of Selectmen will review their budget next week

C. Salem Board of Education - Not present

D. Other Reporters - None

No objections to 1) removing from the Consent Agenda VI.A. re: Proposed Donation of Sports Equipment to the ELHS Basketball Program from the EL Youth Basketball Program with a Value of \$6,000.00.

VI. CONSENT AGENDA – Item VI.A. moved to VII.A.6. (no other items)

VII. DISCUSSION/ACTION ITEMS**A. Finance/Facilities/Community****1. Discussion re: Superintendent’s Proposed Budget for 2017-2018**

Budget deliberations continued regarding the Superintendent’s proposed ELPS Budget for 2017-2018 of \$46,793,609 reflecting a 2.88% increase over the current year’s budget.

Superintendent Newton provided written responses to all budget questions posed thus far and addressed additional questions regarding the following:

- Proposed change from School Greeters to Campus Safety Staff and duties
- \$15,000 district wide increase in dues and fees
- Revenue Accounts – Narrative requested for all line items over \$10,000
- Clarification on \$279,004 additional cost increase
- Sunday Chinese School revenue for ELHS usage
- The Board recognized the administrative staff for savings in cost avoidance.

A public hearing is scheduled for January 30 at 7:00 p.m. followed by a special meeting for possible Board action.

2. Discussion/action re: Alteration Proposal for East Lyme Elementary Schools and Request for Special Appropriation to the Board of Selectmen

Chair Tim Hagen and Superintendent Newton presented the Alteration Proposal for East Lyme Elementary Schools and Request for Special Appropriation to the Board of Selectmen. They noted that the packet was reviewed by the Design Steering Committee on 1/19/17 and is recommended for Board action. Architect Al Jacunski was present to address questions.

Jaime Barr Shelburn noted she would like to see lights for the Niantic Center School parking lot , plus additional parking at Niantic Center School. and if possible, windows at Lillie B. Haynes.

Chair Tim Hagen, Superintendent Newton, and Al Jacunski will meet with the State on January 24 to review the project scope. The State will then instruct the district on how to proceed.

Al Jacunski explained that the proposal packet to the BOS clearly defines the broad scope of the project and big scope changes will have to come back to the BOE for discussion and approval. The State will require the appointment of an oversight committee that is separate from the Board and the Town Building Committee will keep the Board updated during the project.

Chair Tim Hagen and Superintendent Newton have begun discussions on how to oversee the next year of the project after the referendum passes. The Design Steering Committee will reconvene to discuss the plan and will forward it to the Board to vet and adopt.

MOTION: Jaime Barr Shelburn moved to approve the Alteration Proposal for EL Elementary Schools and Request for Special Appropriation and move the packet forward to the Board of Selectmen for their consideration as presented; seconded by Candice Carlson

VOTE: UNANIMOUS

MOTION CARRIED

3. Discussion re: Elementary Redistricting Ad hoc Committee Update

Superintendent Jeff Newton and Committee Facilitator Amy Drowne updated the Board on the work being done by the ELPS Elementary Redistricting Ad hoc Committee as charged by the Board of Education.

The next meeting is scheduled for January 25, 4:15 p.m. at Central Office.

The draft Redistricting Plan will be reviewed, discussed and may be brought to the Board on February 13.

The Board thanked Assistant Superintendent Amy Drowne for facilitating the committee's work..

4. Discussion/action re: Proposed ELPS Calendar for the 2017/2018 School Year

Superintendent Newton and Assistant Superintendent Amy Drowne presented the proposed school calendar for 2017/2018.

The calendar is five (5) days longer than the LEARN approved regional calendar to include three (3) full professional development days (09/05, 10/06 and 05/25) in addition to the two full regional professional development days, Veterans' Day as a school day, and a non-school day on the Wednesday before Thanksgiving.

The proposed calendar is recommended for approval by the ELTA and ELAA.

Suggestions were offered as to how the calendar could be adjusted to allow for an earlier release in June in the wake of the alteration projects.

The half day schedule was also discussed.

The ELPS Calendar Committee will be revived for the planning of the 2018/2019 and 2019/2020 school year calendars.

MOTION: Jaime Barr Shelburn moved to approve the proposed ELPS Calendar for 2017-2018 dated 1/23/17 as presented; Barbara Senges seconded.

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

VOTE CON: Eric Bauman

ABSTAIN: None

MOTION CARRIED 9:1:0

5. Discussion/action re: Update on the Proposed Long Range Plan for the East Lyme Public School District

Superintendent Newton and Assistant Superintendent Drowne updated the board on the progress being made to develop the district's long range plan.

The committee is scheduled to meet one more time and the proposed long range plan will be brought forward to the Board in February.

5. Discussion/action re: Proposed Donation of Sports Equipment to the ELHS Basketball Program from the EL Youth Basketball Program with a Value of \$6,000.00

This item was moved from the Consent Agenda. Eric Bauman, a member of the EL Youth Basketball Program Committee, gave a description of the equipment and stated it would be used by high school students as well as the EL Youth Basketball Program. The Board thanked the program for the generous donation.

MOTION: Eric Bauman moved to accept the donation of sports equipment (Shootaway 8000 Basketball System) from the EL Youth Basketball Program to the East Lyme High School Basketball Program as presented; Jaime Barr Shelburn seconded.

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

VOTE CON: None

ABSTAIN: Eric Bauman

MOTION CARRIED 9:0:1

B. Instruction

C. Personnel

D. Policy

1. Discussion re: First Reading – BOE Policy 5131 – Students – Conduct (Revision)

The proposed revision of BOE Policy 5131 – Students – Conduct was recommended by the Policy Review Committee. The second reading is scheduled for Feb 27, 2017.

E. Other

1. Discussion/action re: Proposed Resolution of Legal Issue

MOTION: Al Littlefield moved to consent to the Board of Education's insurers settlement of the matter of Sidorova v. the East Lyme Board of Education and to authorize the Superintendent to execute any documents necessary to effectuate the settlement; Candice Carlson seconded.

VOTE PRO: Tim Hagen (Chair), Al Littlefield (Secretary), Eric Bauman, Jill Carini, Candice Carlson, Bill Derry, Leigh Gianakos, Barbara Senges

VOTE CON: None

ABSTAIN: John Kleinhans, Jaime Barr Shelburn

MOTION CARRIED 8:0:2

VIII. ADMINISTRATION REPORTS

- A. **Superintendent of Schools** – Mr. Jeffrey Newton
- Finalizing Hiring Procedure Manual
 - State Justice Dept Audit Questionnaire is being completed
- B. **Assistant Superintendent for Curriculum, Assessment, & Instruction** – Mrs. Amy Drowne
- Working with elementary administrators regarding Body and Mind Responsive Classroom and will share proposed next steps with Board at a future date
 - Visiting technology programs at other schools with secondary principals
 - Preparing for standardized testing – letter coming in next couple of weeks
 - Plan to present mid-year report to Board in February
- C. **Finance/Facilities Director** – Mrs. Maria Z. Whalen was not present.

IX. COMMITTEE REPORTS

- A. AAA Committee
- B. FFO Committee – Oral report of 01/23/17
- 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 10, 01/18/17

XI. NOTICES

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

1. Assignments

- Jamie Nazarchyk, 1.0 FTE Teaching Assistant (ISS), MS, 01/11/17
- Michele Snitkin, 1.0 FTE French Long-Term Substitute Teacher, 01/25/17 through on or about 06/07/17, HS

2. Resignations

- Lori Susi, 0.66 FTE Instructional Aide, FL, 01/10/17

B. **Out-of-State Field Trips:** None at this time.

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. **Board Comments:**

- Encourage community members to attend the EL Regional Theater performance of HONK! this weekend - Friday and Saturday at ELMS – Candice Carlson
- Happy to share lessons learned regarding technology certification and programs – Bill Derry
- Summer Program Review and Discussion will be added to a future AAA Agenda – Candice Carlson
- Suggested the district develop a MS to HS transition survey – Candice Carlson
- Discuss summer registration location – Candice Carlson
- Request Early Retirement Incentive Plan (ERIP) calculations be provided to the Board after the application closing date program – Eric Bauman

B. **Future Agenda Items:**

1. BOE Public Hearing re: Budget 2017/2018 – January 30, 2017
2. BOE Special Meeting – January 30, 2017

3. EL Elementary Redistricting Ad hoc Committee Report – February
4. ELPS Long Range Plan Committee Report – February 2017
5. Structure of Board of Education Meetings – February 2017
6. East Lyme Chinese Program Update – February 2017
7. MS Challenge Program Mid-Year Report – February 2017

PUBLIC COMMENT: None

The Board took a short break at 8:42 p.m.

XIII. EXECUTIVE SESSION

MOTION: Al Littlefield moved to enter into executive session and to include the Superintendent and the Assistant Superintendent for the purpose of discussion of a personnel issue at 8:48 p.m.; John Kleinhans seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited Executive Session at 9:13 p.m.

XIV. ADJOURNMENT

MOTION: Jaime Barr Shelburn moved to adjourn the meeting 9:14 p.m.; Leigh Gianakos seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully submitted,

Al Littlefield

Albert Littlefield, Secretary
East Lyme Board of Education