

**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 9, 2017 – 7:00 p.m.
Room B101, East Lyme High School**

MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary) (left at 8:28 p.m.), Eric Bauman, Jill Carini (arrived 7:05 p.m.), Bill Derry, John Kleinhans, 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), Mike Susi (Principal, East Lyme High School)

I. CALL TO ORDER – 7:03 p.m. by Chair Tim Hagen

II. PLEDGE OF ALLEGIANCE – Led by Chair Tim Hagen, Al Jacunski, and Ken Biega

III. PUBLIC COMMENT - None

IV. APPROVAL OF MINUTES

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education December 19, 2016 Regular Meeting as presented; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education January 5, 2017 Committee of the Whole Meeting with one correction (Move John Kleinhans to absent); Al Littlefield seconded.

VOTE PRO: Tim Hagen (Chair), Eric Bauman, Jill Carini, Bill Derry, Barbara Senges, Jaime Barr Shelburn

VOTE CON: None

ABSTAIN: John Kleinhans and Al Littlefield

MOTION CARRIED 6:0:2

V. SPECIAL REPORTS

- A. ELHS Student Representatives** – Lily Zhong (Gr.12)
- Math League has a competition on Tuesday at NFA
 - Chemistry Olympiads meet on 01/13 – restarting after a few years
 - Boys and Girls Basketball Tuesday against NFA
 - Boys Basketball won 80-52 against Creed
 - Boys Swim meet against Windham Tuesday at 4:00 p.m.
 - Eastern Regionals Concert rescheduled to Saturday, 01/14, 2:00 p.m. at UCONN
 - Girls Indoor Track – many members have qualified for States
 - Midterms start 01/19
 - Hair Drive was very successful – 50 ponytails

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

No objections to 1) removing from the Consent Agenda VI.B. re: Proposed Donation to ELHS from the Pfizer Foundation Volunteer Program on Behalf of Mrs. Mary Am Ende in the Amount of \$1,000.00

VI. CONSENT AGENDA – Item VI.B. moved to VII.A.5.

MOTION: Jaime Barr Shelburn moved approval of the Consent Agenda VI.A. Proposed Flanders School After School Activities Winter 2017 Program; Eric Bauman seconded.

VOTE: UNANIMOUS

MOTION CARRIED

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion/Action re: Proposed Appointment of Board of Education Member

Two candidates, Ann Cicchiello and Leigh McNamara Gianakos, presented themselves as applicants for the Board vacancy created by Marlene Nickerson with a term expiration date of 12/4/17 and answered questions posed by Board members.

Chair Tim Hagen called for nominations.

NOMINATION: John Kleinhans nominated Leigh McNamara Gianakos to fill the vacancy on the Board of Education

NOMINATION: Barbara Senges nominated Ann Cicchiello to fill the vacancy on the Board of Education

MOTION: Jaime Barr Shelburn moved to close the nominations.

MOTION: John Kleinhans moved to appoint Leigh McNamara Gianakos to the East Lyme Board of Education to fill the vacancy created by the resignation of Marlene Nickerson with a term expiration date of 12/04/17; Jaime Barr Shelburn seconded.

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

VOTE CON: Jill Carini


ABSTAIN: Bill Derry, Barbara Senges

MOTION CARRIED

Both candidates were thanked for their enthusiasm and interest. Leigh Gianakos will be sworn in by the town clerk later this week.

2. Discussion re: Superintendent's Budget Proposal/Presentation for 2017-2018

Superintendent Newton presented the proposed ELPS Budget for 2017-2018 of \$46,793,609 reflecting a 2.88% increase over the current year's budget as follows:



East Lyme Public Schools

**Presentation of the
Superintendent's Proposed Budget
for FY 2017-2018**

Presented by
Superintendent Jeffrey Newton
1/09/17

Presentation Purpose:

- **Clearly communicate** current budget drivers, savings, growth management, and the necessary resources needed for continued district improvement
- **Gain support and commitment** in the budget process
- Continually bring forth **transparency and fiscal responsibility**
- Be mindful of elementary school projects and a **proposed \$35 mil. price tag** for alterations
- Share a 'lean' budget focus that incorporates **'zero-based budgeting' practices** by administration and staff

ELPS District Mission:

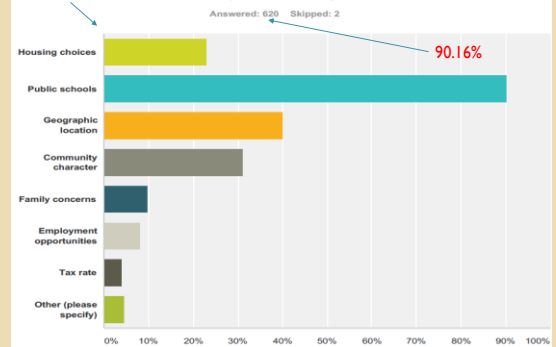
"East Lyme Public Schools will inspire, engage and educate each student to become a contributing citizen and a responsible, independent, and critical thinker."

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Parent Survey
Results:
Long-Range
Planning
December 16'

2017-2018 ELPS Budget

Q4 The following factors were/are the most important factors for our family's decision to move/stay in East Lyme (pick your most important two).

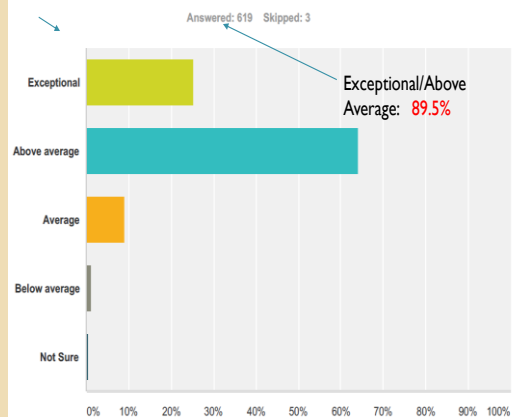


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Parent Survey
Results:
Long-Range
Planning
December 16'

2017-2018 ELPS Budget

Q5 The general/overall quality of the East Lyme Public Schools is

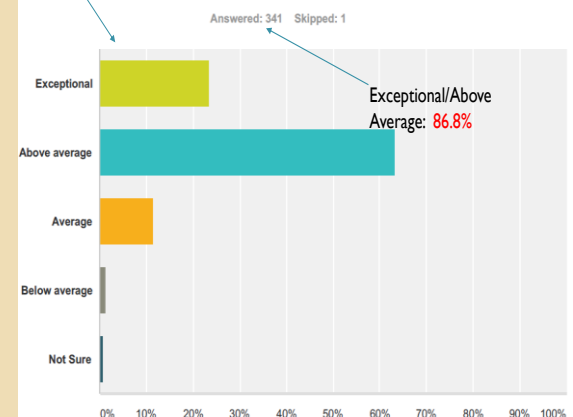


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Student Survey
Results:
Long-Range
Planning
December 16'

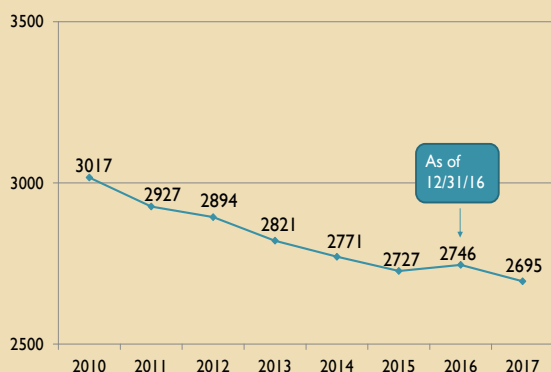
2017-2018 ELPS Budget

Q2 The general/overall quality of the East Lyme Public Schools is



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District K – 12 Student Enrollment Current and Projected (based on actuals)

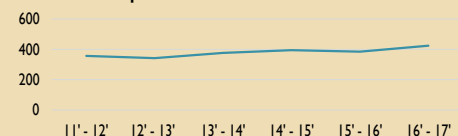


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Special Education Enrollment

School Year	Total Sp Ed Students	Total District Enrollment	Percentage of Sp Ed Students
2013-2014	376	2821	13%
2014-2015	395	2771	14%
2015-2016	385	2727	14%
2016-2017	425	2746	15%

Special Education: # of Students



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ELPS FY 2017-2018 Budget Overview

	Amount	Percent
Current Year Budget	\$45,484,605	3.30%
2017-2018 Proposed Budget	\$46,793,609	2.88%

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ELPS FY 2017-2018 Budget Story

Budget Drivers

Contractual Salary and Benefit Increases
= 2.71% of the total
2.88% increase

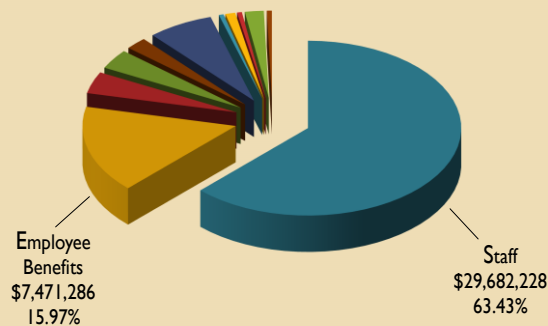
Reduction Measures and Growth Management

Zero-Based Budgeting Across Schools
HDHP Insurance Savings
Staffing Adjustments
Curriculum Contract Consolidation
Special Education Program Management

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Key Budget Drivers Fixed Costs for 2017-2018

Salary + Benefits = 79.40% of the Proposed Budget and 94.30% of the Total Increase



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17'-18' Savings Efforts and Growth Management

Staff and Programs:

-Curriculum-Based Contracts to Asst. Supt. (Over 2 yrs)	Savings	\$82,598
-General Special Education Management	Savings	\$119,557
-1.0 MS Kiva Teacher Reduction	Savings	\$59,461
-1.0 Secretarial Reduction	Savings	\$32,612

Insurance:

-HDHP Across District (Sec./Cust.)	Cost Avoidance	\$137,000
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Other:

-Utilities	Savings	\$34,845
-Gas/Diesel	Savings	\$23,600

Total: \$489,673

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Curriculum Contract Consolidation

Building	Programs				
	Reading Plus	Lexia	No Red Ink	Learning A-Z	Ten Marks
FL				X Per Classroom	X Grade 2 Only
LBH				X Per Classroom	X Grade 2 Only
NC				X Per Classroom	X Grade 2 Only
ELMS		X Unlimited	X 200 licenses	X Per Kiva	
ELHS	X Certain # of licenses	X 7 licenses			

Building Based Proposed Budget Total for 17-18:
X= \$65,149 for 1 year contract

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Curriculum Contract Consolidation

Building	Programs				
	Reading Plus	Lexia	No Red Ink	Learning A-Z	Ten Marks
FL	X Unlimited	X Unlimited		X Per classroom	X Grades 2, 3, 4
LBH	X Unlimited	X Unlimited		X Per classroom	X Grades 2, 3, 4
NC	X Unlimited	X Unlimited		X Per classroom	X Grades 2, 3, 4
ELMS	X Unlimited	X	X 150 licenses	X Per kiva	
ELHS	X Unlimited	X Unlimited	X 150 licenses		

District Based Proposed Budget for 17-18:
X= \$47,700 for 2 year contracts

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Special Education Program Growth Management

In a climate with an increase in student numbers Special Services goals are to:

- Understand current budget
- Follow Zero-Based budgeting process
- Align resources to reflect program needs
- Maintain current levels of staffing
- Continue to support on campus programs in order to reduce need for outplacements

Budget Reductions Include:

- 1 less nurse for 17/18 school year
- Shift funding source of Integrated Preschool supplies, equipment, software, books to peer account
- Savings generated from zero-based budgeting
- Elimination of OLSAT testing for grades 3, 5, & 8

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2017-2018 District-Wide Staffing Needs

Campus Security Staff (FL, LBH, NCS, MS)	1 Per Building, Repurpose Greeters Additional Cost \$9100
ABA (Applied Behavioral Analysis) Teacher at the HS	\$59,500

Summary of New Costs: \$68,600

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We believe this budget is
fiscally responsibly and respectful
to our district, Board of Education,
town, and community at large.



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District Budget Proposal History

Superintendent/BOE/Town Budget vs. Adopted

	2012	2013	2014	2015	2016	2017	Avg	2018
Supt's Budget	4.69%	3.77%	3.31%	4.81%	4.68%	4.56%	4.3%	2.88%
BOE Budget	2.93%	2.87%	3.34%	3.34%	3.95%	3.56%	3.33%	TBD
Town Approved Budget	1.44%	1.78%	1.76%	2.03%	2.90%	3.30%	2.20%	TBD
Adopted Budget	40,494,180	41,214,544	41,941,731	42,792,767	44,033,080	45,484,605		

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Discussion Points and Comments:

- Early Retirement Incentive Plan savings (Can we list on slide #10?)
- Can we look into proving MS and HS math online resources? Math tally sheet for district?
- How do State cuts in ECS dollars affect this budget? – Town revenue line will be reduced
- Invite Paul Formica, State Senator and Co-chair of Appropriation Committee, back to a future meeting
- Important to keep in mind technology demands on teachers and to provide support and professional development in this area
- Fair and equitable budget

Budget discussion will be held at all future Board meetings until the budget is approved.



3. Discussion re: Elementary School Projects Update


Chair Tim Hagen and Superintendent Newton presented the Design Committee's Alteration Proposal for the East Lyme Elementary Schools as follows:



Alteration Proposal for East Lyme Three Elementary Schools

**January 9, 2017
Presentation to BOE**



1

Design Steering Committee

Committee Membership:

Tim Hagen	Jeff Newton	Linda Anania	
Eric Bauman	Melissa DeLoreto	Bill Derry	Linda Johansen
Ray O'Connor	Jeff Provost	Marc Salerno	John Whritner
John Rhodes	Mark Nickerson	John Arnold	Maria Whalen

Meetings To Date:

Aug 18, 2016	Sep 7, 2016	Sep 20, 2016	Oct 27, 2016
Nov 1, 2016	Dec 8, 2016	Dec 21, 2016	Dec 29, 2016

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Background on where we've been.....

Four Guiding Factors:

- **Assuring Educational Excellence for all Children**
- **Facility Needs**
- **Student Enrollment**
- **Cost**



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Assuring Educational Excellence

- Essential to ensure **every** child has an equal opportunity to learn in the best educational setting
- Ensure that staff are provided the best opportunity to educate our children in the most positive environment
- Deliver 21st Century tools and capabilities to maintain future educational excellence
- Continue to educate students in the highest quality system within the State of CT
- Ensure the educational experience is student driven and in the best interest of children

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Facility Needs

The buildings have reached the age where significant expenditures are required to maintain our elementary schools' infrastructure, systems and educational quality and reputation.

Niantic Center Built in 1952
Alterations 1976

Lillie B. Haynes Built in 1957
Alterations 1972

Flanders School Built in 1964
Alterations 1976





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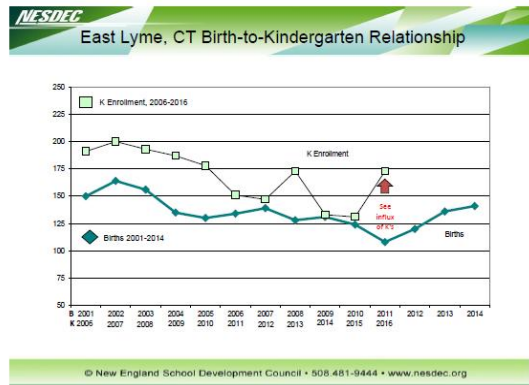
Background on where we've been.....

Four Guiding Factors:

- **Assuring Educational Excellence for all Children**
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- **Student Enrollment**
- **Cost**



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Enrollment Projections

	NESDEC Sep 20, 2016	Assume Past Average Move-in Rate	Assume Past Average Birth Rate
Birth rate (2015 to 2019)	129	129	136
Net Move-ins (2020-2024)	51	33	51
K enrollment (2020-2024)	180	162	187
K-4 enrollment 2022	1026	900	1038

Conclusion: East Lyme should maintain three Elementary Schools for the foreseeable future.

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Cost

- **ISSUE:** We need to upgrade the overall environment of our Elementary School facilities.
- **CONCERNS:**
 - East Lyme has a total debt service of over \$55 million
 - The State has serious debt and budgetary constraints which may lead to increasing the cost sharing burden to state municipalities and/or directly to the tax payer
 - East Lyme Education operating budget will be constrained by recent negotiated contracts with bargaining units and insurance cost increases
- **CONCLUSION:** Building new or renovating-as-new is not a fiscally prudent option in today's situation

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Cost (Continued)

- **ISSUE:** We still need to upgrade the overall environment of our Elementary School facilities
- **POINTS:**
 - Over the next five years the Town's existing debt service will decrease by a factor of two
 - Interest rates still remain very low
 - State reimbursement changes will occur after July 1, 2017
- **CONCLUSION:** Develop an alteration plan for the elementary school facilities with a budgetary goal with a minimal impact to the Town of East Lyme.

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Elementary School Alterations

Non-Negotiables:

- Essential to ensure every child has an equal opportunity to learn in the best educational setting
- Ensure that staff are provided the best opportunity to educate our children in the most positive environment
- Remain focused on the balance between educational needs and fiscal responsibility
- Listen to our community stakeholders in an ongoing effort to gather input

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Elementary School Alterations

Design Requirements:

- Provide best practices for school facility security and safety
- Upgrade facilities for handicap (ADA compliant)
- Maintain class sizes consistent with current practices and BOE guidelines
- Upgrade environmental and air quality systems
- Provide balanced schools in size and support services
- Enhance both internal and external building finishes

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Alterations Project Overview

Provide for all three Elementary Schools comparable

- Air Quality
- ADA Compliance
- Security
- Interior Building Finishes
- Electrical, Lighting, & Technology

For each Elementary School address specific critical needs

- Site
- Structural
- Other

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General Alterations for all Three Elementary Schools* (FL, LBH & NC)

Air Quality (CDE = \$3,291,003)

New AC in classrooms with fresh air make-up, VRF with heat recovery (F1, LB4, NC4)

New AC in Cafeteria (F2, LB5, NC5)

New AC in Media Center (F3, LB6, NC6)

New AC in Main Office (F4, LB7, NC7)

ADA Compliance (CDE = \$1,217,247)

New toilet room finishes & fixtures with HC accessibility reconfiguration (F15, LB15, NC14)

Security (CDE = \$2,548,143)

Upgrade entry security (F7, LB9, NC9 & 33)

Replace all exterior doors (F20, LB19, NC17)

New security system (F21, LB20, NC21)

Replace all interior doors, including new lock hardware & HC accessibility (F17, LB16, NC15)

UPS system for PA system, allowance (F36, LB31, NC34)

*Cost Projections are Conceptual Design Estimates and do not include Owner's estimated "soft costs."

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General Alterations for all Three Elementary Schools* Continued (FL, LBH & NC)

Interior Building Finishes (CDE = \$5,839,760)

Replace all suspended ceilings (F12&13, LB14, NC13)

New paint and flooring for entire school (excludes abatement) (F9, LB11, NC10)

Hazardous Abatement (F32, LB27, NC28)

Replace drinking fountains (F33, LB29, NC30)

Replace all classroom casework (F19, LB18, NC16)

New classroom furniture (F27, LB23, NC24) (in soft costs)

Refurbish front entry (F6, LB3&15, NC8)

Electrical, Lighting & Technology (CDE = \$4,022,485)

Upgrade electrical service, allowance (F35, LB26, NC32)

Replace all light fixtures (F10, LB12, NC11)

Replace all light controls, switches, OCC sensors, day-lighting controls (F11, LB13, NC11)

Upgrade Wi-Fi for entire school (F25, LB21, NC22)

New Laptop Carts (F26, LB22, NC23) (in soft costs)

*Cost Projections are Conceptual Design Estimates and do not include Owner's estimated "soft costs."

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Flanders Elementary School Specific Alterations*

Site Work (CDE = \$120,000)

Enhance front entry landscaping - allowance (29)

Remove and replace with new: underground oil tank (12,000 gal.) (34)

Structural Work (CDE = \$2,369,011)

Replace roofing on entire building (22)

Expand main office area (5)

Replace all single pane windows, based on 742SF (8)

Electrostatic paint on all existing lockers (18)

Abate basement crawl space (30)

Provide concrete mud slab in basement crawl space (31)

Replace toilet room exhausts systems (14)

Replace corridor wall partitions in 3rd & 4th grade wings (23)

Replace movable partitions between classrooms in 3rd & 4th grade wings (24)

Other (CDE = \$17,400)

Replace window blinds in cafeteria (16)

Replace wall pads in gym (28)

*Cost Projections are Conceptual Design Estimates and do not include Owner's estimated "soft costs."

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Lillie B. Haynes Elementary School Specific Alterations*

Site Work (CDE = \$1,340,838)

Site reconfiguration at front of building for new bus and parent drop-off (1)

Repave the existing north & south parking areas, no concrete curbs or sidewalks (2)

Replace sanitary line on site, allowance (28)

Add a lining to the waste lines within building footprint (30)

Structural Work (CDE = \$978,850)

Replace boiler - allowance (24)

Replace corridor lockers with 450 new single 18"x12"x60" lockers (17)

Re-establish second gym (no bleachers) (10)

Build-out old locker rooms to classrooms, allowance (32)

*Cost Projections are Conceptual Design Estimates and do not include Owner's estimated "soft costs."

*Northeast (Learn) Wing will not be part of the project.

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Niantic Center School Specific Alterations*

Site Work (CDE = \$335,000)

Repave the existing parking lots and drives (1)

Remove and replace with new underground oil tank 10,000 gal (31)

Enhance front entry landscaping - allowance (29)

Structural Work (CDE = \$549,924)

Exterior Masonry Restorations (3)

Window Replacement, entire building (2)

Replace one boiler, allowance (25)

Other (CDE = \$81,135)

New gym flooring (within 10)

New north wall and windows (within 2)

Replace 2 basketball backboards & add 4 new side backboards (18)

New wall pads below stage (19)

Portable HC lift to stage (20)

One stair incline platform lift (26)

*Cost Projections are Conceptual Design Estimates and do not include Owner's estimated "soft costs."

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Summary of Alterations Project for the East Lyme Elementary Schools

General Alterations for all Schools	FL	LBH	NCS	Total
Air Quality	1,142,416	1,270,866	877,721	\$3,291,003
ADA Compliance	335,481	461,368	420,398	1,217,247
Security	556,401	814,479	1,177,263	2,548,143
Interior Building Finishes	1,617,376	2,709,803	1,512,581	5,839,760
Electrical, Lighting & Technology	1,140,398	1,656,656	1,225,431	4,022,485
Subtotal General Alterations	4,517,072	6,638,172	4,378,394	16,283,638
Specific Alterations per School				
Site Work	120,000	1,340,838	335,00	1,795,838
Structural Work	2,369,011	978,850	549,924	1,764,785
Other	17,400	-	81,135	98,535
Subtotal for Specific Alterations	2,506,411	1,919,688	966,059	5,642,158
Total Alterations	7,298,483	9,232,860	6,179,453	22,710,796
Other Project Cost and Owner's Soft Costs				7,400,123
Design Estimate and Owner's Contingency				5,714,321
Total Project Cost				35,825,240

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Additional Points:

- **Building/Alterations Life Span:**
 - Components replaced or added will have life span as new. Existing components such as plumbing, roofing, boilers that are not replace as part of the project will require attention as needed in the future.
- **Design Cost Estimates and Contingency Coverage for Project:**
 - Design cost estimates are conservative for the project due to unanticipated factors at the design phase for an alteration project.
 - There is a 10% contingency for the conceptual design estimate (\$2,457,482) and an owner's contingency of 10% on the entire project (\$3,256,839).
- **Reimbursement**
 - A few select items will qualify for reimbursement from the state. A meeting with the State is scheduled for January 24.
- **Furniture:**
 - The Project contains \$388,170 for furniture in classrooms. This will cover approximately 40% of the finished classrooms. If project cost savings occur, additional furniture for classrooms will be purchased up to an allowance of an additional \$571,830. If Project cost overruns occur, the furniture line item will be reduced.

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Other Additional Points (Continued):

- **Phasing Logistics for the Alterations Project**
 - Scope of work will require potential construction phasing
 - Swing-space for relocating classrooms will be required
- **Redistricting Logistics in Conjunction with Project**
 - Redistricting timeline needs to be evaluated
 - Concerns with moving students/teachers multiple times
- **Final Cost... Could Expand but to What End?**
 - Alteration project on each building. This is not a 'renovate as new' or 'new construction' project

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*Timeline for ELPS Elementary Project through Referendum

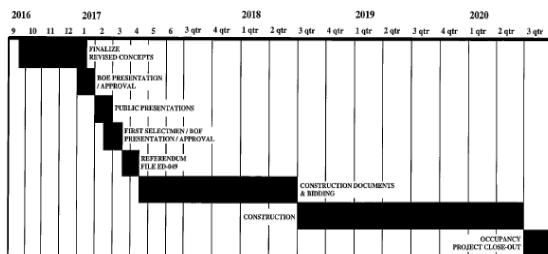
Event	Date & Time	Location
BOE reviews Draft Proposal of School Alteration Plans	1/5/17 – 6:00 pm	Conf Room, CO
BOE Regular Meeting to discuss	1/9/17 – 7:00 pm	Rm B101, ELHS
Presentation is reviewed at a joint BOS/BOF/BOE meeting	1/11/17 – 6:00 pm	LBH Gym
Community presentation(s) with Q & A	1/17/17 – 6:00 pm 1/19/17 – 6:00 pm	ELHS Auditorium ELHS Auditorium
Design Steering Committee Meeting (Tentative)	1/19/17 – 4:30-6:00	Conf Room, CO
BOE takes action to submit Alteration Proposal and Request for Special Appropriation to BOS	1/23/17 – 7:00 pm	Rm B101, ELHS
Proposal submitted to BOS	1/24/17	Town Hall
Meeting with State for School Construction Grant Review	1/24/17 – 1:00 pm	Hartford
BOS reviews BOE proposal (must act within 10 days of BOE submission)	2/1/17	Town Hall
BOF approves Bonding Proposal (10 days post BOS review)	2/8/17	Town Hall
BOS set date for Referendum (within 30 days of BOF approval)	3/1/17	Town Hall
Referendum (>7days but <14 days from when BOS acts)	3/14/17	TBD

DRAFT 1/5/17
*Dates subject to change

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PROJECT TIMELINE

SCHOOL FACILITIES NEEDS & UTILIZATION STUDY
EAST LYME PUBLIC SCHOOLS
EAST LYME, CT
updated: December 12, 2016



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Architect Al Jacunski and O&G Inc., Vice-President Ken Biega reviewed the drawings and alteration plans for each elementary school and a projected timeline of the 14-month project that would begin in Summer 2018. The BOE will present the proposed alteration plan to the Board of Selectmen and Board of Finance on Wednesday, January 11, 6:00 p.m. at the Lillie B. Haynes gymnasium. Community presentations will be held on Tuesday, January 17 and Thursday, January 19, 6:00 p.m., in the Mary Broderick Auditorium at East Lyme High School.

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. The committee is moving forward with the charge and will bring a plan forward to the Board in February. Committee meeting minutes and other committee information is available on the district website at redistricting/eastlymeschools.org. The next meeting is scheduled for January 25, 4:15 p.m. at Central Office.

5. Discussion/action re: Proposed Donation to ELHS from the Pfizer Foundation Volunteer Program on Behalf of Mrs. Mary Am Ende in the Amount of \$1,000.00

This item was pulled from the consent agenda and moved to a discussion/action item.

Short discussion ensued regarding fair and equitable donations, donations that do not impact what is being taught, and donations that may require adding a curricular program.

MOTION: Jaime Barr Shelburn moved to accept the proposed generous donation to ELHS from the Pfizer Foundation Volunteer Program on Behalf of Mrs. Mary Am Ende in the Amount of \$1,000.00; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

B. Instruction

C. Personnel

D. Policy

1. Discussion/action re: Second Reading – Proposed Adoption of New BOE Policy 5145.42 Students: Section 504 and the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990

No changes have been made since the first reading on December 5, 2016.

MOTION: Jaime Barr Shelburn moved to adopt new BOE Policy 5145.42 Students: Section 504 and the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 as presented; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

2. Discussion/action re: Second Reading – Proposed Adoption of New BOE Policy 5145.41 Students: Nondiscrimination (Title VII and Title IX)

No changes have been made since the first reading on December 5, 2016.

MOTION: Jaime Barr Shelburn moved to adopt BOE Policy 5145.41 Students: Nondiscrimination (Title VII and Title IX) as presented; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

3. Discussion/action re: Second Reading – Proposed Revision of BOE Policy 5145.4 Students: Nondiscrimination

No changes have been made since the first reading on December 5, 2016.

MOTION: Jaime Barr Shelburn moved the revision of BOE Policy 5145.4 Students: Nondiscrimination as presented; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

4. Discussion/action re: Second Reading – Proposed New BOE Policy 5125.11 Students: Health/Medical Records

No changes have been made since the first reading on December 5, 2016.

MOTION: Jaime Barr Shelburn moved to adopt new BOE Policy 5125.11 Students: Health/Medical Records as presented; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

5. Discussion/action re: Second Reading – Proposed Deletion of BOE Policy 0521 Mission-Goals-Objectives: Nondiscrimination

No changes have been made since the first reading on December 5, 2016.

MOTION: Jaime Barr Shelburn moved to delete BOE Policy 0521 Mission-Goals-Objectives: Nondiscrimination as presented; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

E. Other

VIII. ADMINISTRATION REPORTS

- A. **Superintendent of Schools** – Mr. Jeffrey Newton
-A Chinese Ad hoc Committee Meeting will be scheduled in the near future
- B. **Assistant Superintendent for Curriculum, Assessment, & Instruction** – Mrs. Amy Drowne
- The proposed school calendar for 2017/2018 will be presented for approval at the next meeting
- C. **Finance/Facilities Director** – Mrs. Maria Z. Whalen

IX. COMMITTEE REPORTS

- A. AAA Committee
- B. FFO Committee
- C. Policy Review Committee – Oral report of 01/9/17
- 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 9, 1/5/17

XI. NOTICES

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

1. Assignments

- Margaret Coleman, 0.5 FTE Special Education Long-Term Substitute Teacher, FL, on or about 03/13/17 through the end of the 16/17 SY (in addition to 0.5 FTE teaching position)
- Michelle Robinson, 1.0 FTE Administrative Assistant I, HS, 01/03/17 – end of the 16/17 SY

2. Student Teachers

- ARC student teacher Dr. Jo Ann Dumin with Science Teacher Sam Harfenist, HS, 02/27 – 03/31/17

3. Retirements

- Laura McClure, 1.0 FTE Science Teacher, HS, 02/01/17

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

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS**A. Board Comments:**

-Requests clarification on front page Viking Saga article of 1/5/17 entitled "*Envisioning a More Inclusive School*" – Barbara Senges

B. Future Agenda Items:

1. Structure of Board of Education Meetings – 01/23/17
2. East Lyme Chinese Program Update – 01/23/17
3. ELPS Calendar for 2017/2018 School Year – 01/23/17
4. District's Long Range Plan Update – 01/23/17
5. Proposed EL Elementary School Alteration Projects -01/23/17
6. MS Challenge Program Mid-Year Report – February 2017
7. ELPS Redistricting Ad Hoc Committee Standing Report – All meetings through February 2017

XIII. PUBLIC COMMENT - None

The Board took a short break at 9:07 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 a personnel issue at 9:13 p.m.; John Kleinhans seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited Executive Session at 9:16 p.m.

XV. ADJOURNMENT

MOTION: Jaime Barr Shelburn moved to adjourn the meeting 9:17 p.m.; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully submitted,

Al Littlefield

Albert Littlefield, Secretary

East Lyme Board of Education