

**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."

Monday, October 23, 2017

REGULAR MEETING

7:00 PM

Room B101, East Lyme High School

MINUTES

Board Members Present: Al Littlefield (Acting Chair), Eric Bauman, Jill Carini, Candice Carlson, Bill Derry, Leigh Gianakos, John Kleinhans, Barbara Senges, Jaime Barr Shelburn (Acting Secretary)

Board Members Absent: Tim Hagen (Chair)

Administrators Present: Jeffrey Newton (Superintendent), Amy Drowne (Assistant Superintendent for Curriculum, Instruction and Assessment), Kim Davis (Director of Student Services), Linda Anania (Principal, Flanders Elementary School), Melissa DeLoreto (Principal, Lillie B. Haynes Elementary School), Jeff Provost (Principal, Niantic Center Elementary School), Jason Bitgood (Principal, ELMS), Mick Susi (Principal, ELHS), Maryanna Stevens (Director of Finance, Marketing and Growth Management), Pat Lannon (Technology Director, ELPS)

- I. **CALL TO ORDER** – 7:05 p.m. by Acting Chair Al Littlefield
- II. **PLEDGE OF ALLEGIANCE** – Led by Acting Chair Al Littlefield
- III. **PUBLIC COMMENT** - None
- IV. **APPROVAL OF MINUTES**

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education Regular Meeting of October 10, 2017 as amended (add XII. Future Agenda Item 12. – CABE Delegate Assembly Discussion 11/6/17 – Jaime Barr Shelburn); Candice Carlson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

V. SPECIAL REPORTS

- A. **Student Representatives** – ELHS Junior Sumeet Kadian was welcomed.
 - Athletic competition updates
 - Spirit Week 10/23 – 10/27/17
 - National Honor Society accepted donations for Puerto Rico hurricane relief
 - 11/10/17 Veterans Day recognition
 - 11/11/17 5k run to benefit New London Homeless Hospitality Center
- B. **Salem Board of Education Representative** – Was not present.
- C. **East Lyme Selectman Representative** – Was not present.
- D. **Other Representatives** - None.

VI. CONSENT AGENDA – None

VII. DISCUSSION/ACTION ITEMS

- A. **Finance/Facilities/Community**

1. Discussion re: Elementary School Alteration Projects Update

Fire Marshal Dick Morris was present to clarify the need for new fire alarm systems at all elementary schools. He stated that he strongly recommends the existing alarm systems be replaced as they are 25-30 years old and are failing, and New technology makes the systems much easier to monitor. Expected life for the new systems are 20 years for the fire panels and 10 years for other parts. The Board will add this expected expense to the 10-year maintenance plan. Architect Al Jacunski and Project Manager Ken Biega will update the Board at a future meeting on the technology infrastructure and furnishings. The Board thanked Fire Marshal Morris for attending the meeting.

2. Discussion/action re: Budget Discussion and Proposed Budget Transfers for FY 2018

Superintendent Newton and Director of Finance, Marketing and Growth Management Maryanna Stevens provided a FY 18 budget update and an itemized list of budget transfers totaling \$595,980.00 to accurately reflect expenses in the correct line items. The information was reviewed by the Finance, Facilities and Operations Committee (FFO) prior to the meeting.

MOTION: Jaime Barr Shelburn moved to approve the FY 18 budget transfers in the total amount of \$595,980.00 as presented; Candice Carlson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

3. Discussion/action re: Proposed ELPS Calendar for the 2018/2019 School Year

Superintendent Newton recommended the proposed 2018-2019 ELPS Calendar for approval. He noted the proposed calendar is based on feedback from Board members, administrators, the ELTA, ELAA, and Parent Advisory Council, as well as the architect and construction manager for the elementary school alteration projects. The only change from the current year's calendar included the move of the professional development day attached to Labor Day weekend to two weeks later in September. Discussion ensued regarding the rationale for the 12/21/18 half day (Friday) before the holiday break. The item was tabled until November 6 to allow the PDEC Committee additional time for review.

4. Discussion re: Elementary Redistricting Update

The Board will hold a Special Meeting (BOE Retreat) on Monday, October 30 at 5:30 p.m. to discuss, draft, and possibly establish the elementary redistricting criteria requested by Milone & MacBroom.

B. Instruction

C. Personnel

D. Policy

E. Other

VIII. ADMINISTRATION REPORTS

A. Superintendent of Schools – Mr. Jeffrey Newton

- Board of Education Special Meeting (Board Retreat), Monday, 10/30/17, 5:30 p.m., CO
- Long Range Plan Parent Forum is scheduled for Tuesday, 11/14/17, 6:00 p.m., ELMS

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

- Doing a lot of listening to staff and working collaboratively with them
- Feeling good about content area meetings and honesty and reflection coming out of the meetings, working with staff

C. Director of Finance, Marketing and Growth Management – Mrs. Maryanna Stevens

- Working on budget to provide Board with more useful information

IX. COMMITTEE REPORTS

- A. AAA Committee – Minutes of 10/10/17 meeting
- B. FFO Committee – Oral report of 10/23/17 meeting
- C. Policy Review Committee – Oral report of 10/23/17 meeting
- D. ELPS Chinese Program ad Hoc Committee
- E. Board of Education Liaison to Board of Finance
 - Wednesday, November 8, 2017, 7:00 p.m., EL Town Hall – Jaime Barr Shelburn
 - Wednesday, December 13, 2017, 7:00 p.m., EL Town Hall – Candice Carlson
- F. District Long Range Plan Committee

X. COMMUNICATIONS**XI. NOTICES**

- A. Notice of the following staffing changes for **2017/2018**:
 - 1. Appointments
 - Loralyn Burdick, 0.30 FTE School Aide, FL, 8/30/17
 - Julie Gallo, 1.0 FTE Instructional Aide, DW HS, 10/10/17
 - Laura Schultz, CPS Aide, HA, 8/24/17 and 1/2/18
 - Jessica Thompson, 0.10 FTE School Aide, HS, 10/10/17
 - Cody Waites, 0.30 FTE School Aide, FL, 8/30/17
 - 2. Reassignments
 - Jeannine Maiolo from 1.0 FTE Instructional Aide, NC to ABA DW at FL, 10/2/17
 - 3. Increase/Decrease in FTE
 - Tracy Feldman, 0.30 FTE After School Aide, HA, 10/10/17 in addition to 0.50 FTE School Aide, MS
 - 4. Resignations
 - Dylan Sullivan, 1.0 FTE Job Coach, Vocational Transition Program, HS, 8/25/17
 - 5. Student Teachers
 - ECSU student teacher Karen Mann with Flanders Grade 1 teacher Laura Moore, spring 2018
- B. Out-of-State Field Trips:
 - 1. ELHS field trip on November 6, 2017 to Columbia University, NYC, NY to attend a fall conference
 - 2. ELHS field trip to the Museum of the Moving Image, Astoria, NY

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

- 1. John Kleinhans provided an update on the State budget and encouraged citizens to call the Governor's office
- 2. Bill Derry informed the Board a combined Old Lyme/East Lyme robotics team has been formed and Dominion is willing to help support the program. Five parents will mentor the team.

B. Future Agenda Items:

- 1. BOE Special Meeting, 10/30/17, 5:30-6:45 p.m., CO Conference Room
- 2. Discussion on Coastal Connections Program (including success, student outcomes, and analysis of program data separate from high school data, complete financial review) – Eric Bauman – FFO October 2017
- 3. Food Service Update – November 2017
- 4. Mid-year check on Elementary schedule – 9/25/17 Jaime Barr Shelburn to BOE mid Jan 2018
- 5. School Calendar for 2018-2019 – 11/6/17
- 6. Future Use of LEARN space at HA – Bill Derry TBD
- 7. Creative Playschool Transition – 10/10/17 Candice Carlson – TBD
- 8. CABE Delegate Assembly Discussion – 10/10/17 Jaime Barr Shelburn – 11/6/17
- 9. Elementary Alteration Project Update – Standing agenda item
- 10. Redistricting – Standing agenda item

XII. PUBLIC COMMENT – None

The Board took a brief recess at 8:01 p.m.

XIII. EXECUTIVE SESSION

MOTION: Jaime Barr Shelburn moved to enter into Executive Session at 8:05 p.m. for the purpose of discussion of a confidential student matter and to include the Superintendent; Leigh Gianakos seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Executive session ended at 8:34 p.m.

XIV. ADJOURNMENT

MOTION: Jaime Barr Shelburn moved to adjourn the meeting at 8:34 p.m.; Jill Carini seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully submitted,

Al Littlefield

Al Littlefield, Secretary

East Lyme Board of Education