

**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, November 6, 2017

REGULAR MEETING

7:00 PM

Room B101, East Lyme High School

MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Eric Bauman, Candice Carlson (left at 7:55 p.m.), Bill Derry, Leigh Gianakos, John Kleinhans, Barbara Senges, Jaime Barr Shelburn

Board Members Absent: Jill Carini

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), Maryanna Stevens (Director of Finance, Marketing and Growth Management), Pat Lannon (Technology Director, ELPS)

I. CALL TO ORDER – 7:05 p.m. by Chair Tim Hagen

II. PLEDGE OF ALLEGIANCE – Led by Chair Tim Hagen

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 23, 2017 as presented; Barbara Senges seconded.

VOTE PRO: Al Littlefield, Jaime Barr Shelburn, Eric Bauman, Jill Carini, Candice Carlson, Bill Derry, Leigh Gianakos, John Kleinhans, Barbara Senges

VOTE CON: None

ABSTAIN: Tim Hagen

MOTION CARRIED 9:0:1

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education Special Meeting of October 30, 2017 as presented; Candice Carlson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

V. SPECIAL REPORTS

A. Student Representatives

- ELHS Senior Conrad French and Junior Sumeet Kadian
 - Sports update and congratulations to fall teams!
 - Juniors won Spirit Week
 - Pep Rally was fun
 - French Honor Society will hold National French Week events
 - Driving safety assembly for juniors and seniors was very informative
 - Veterans Day activities on Friday, 11/10 and 5k run on Saturday, 11/11 to benefit the New London Homeless Hospitality Center

- ELMS Grade 8 Student Sachi Vora
 - Field trip update
 - Veterans Day activities, Friday, 11/10/17
 - High School representatives visited Middle School to talk about academic and career opportunities
 - Upcoming student led conferences

B. Salem Board of Education Representative Not present.

C. East Lyme Selectman Representative Not Present.

D. Other Representatives None.

VI. **CONSENT AGENDA** – None

VII. **DISCUSSION/ACTION ITEMS**

A. **Finance/Facilities/Community**

1. Discussion re: Elementary Redistricting Update/Follow-Up Discussion

As a result of further discussion from the October 30, 2017 Special Meeting, the Board made adjustments to the following elementary redistricting criteria and determined that all are important factors to consider in determining which redistricting option is chosen:

Draft ELPS Elementary Redistricting Criteria
(Not in priority order)

▪ **EQUITY**

Comparable enrollments to ensure in available resources across schools

- Centralized registration and enrollment
- Considering operational capacity
- Access to the same resources
- Equitable distribution of services

▪ **FUTURE GROWTH AND SUSTAINABILITY**

Ensure the long term sustainability of the plan considering future growth

- Goal is to have additional capacity based on enrollment projections
- Based on enrollment projections the BOE will determine % of additional capacity per school
- BOE may adjust boundary lines based on enrollment projections
- Potential for future adjustment of boundary lines as necessary in the long term

▪ **IMPACT TO FAMILIES AND STUDENTS**

Strive to redistrict students to schools in close proximity to where they reside

- Ensure neighborhood school communities
- Limit student travel time to conform to Board policy
- Enhance family involvement in schools

The information will be provided to Milone and MacBroom and a letter to parents will follow.

2. Discussion re: 2017-2018 Budget Update and Implications

- Superintendent Newton and Director of Finance, Marketing and Growth Management Maryanna Stevens provided a 2017-2018 budget update and led discussion regarding implications to the school district as a result of state budget cuts.
- Final numbers from the state and town have come forth based on the recent budget finalization. The town's Education Cost Sharing (ECS) cut is \$345,923. With the mill rate buffer put in place by the Board of Finance and adjustments in town aid, the total budget cut to the district is \$68,056 for this current year. It is anticipated that through savings in other areas, the district will have the funds to cover the budget deficit.

3. Discussion re: Proposed ELPS Capital Improvement Plan (CIP) Ad hoc Committee

- Superintendent Newton reported it was the consensus of the Non-Lapsing Education Account Ad hoc Committee to recommend to BOE Chair Tim Hagen the dissolution of the committee and to establish a new ad hoc committee to continue discussion and monitor the ELPS and Town of East Lyme 10-year Long Range Capital Plan.
- The Capital Improvement Plan Ad hoc Committee membership will include Superintendent Newton, BOE Chair Tim Hagen, BOE volunteers Eric Bauman and Barbara Senges, Finance Director Maryanna Stevens, and Facilities Supervisor Ted Hunt.
- Maryanna Stevens will create two separate lists, one for Capital Improvement Plan (CIP) items and another for smaller ongoing maintenance type items. An ad hoc meeting will be scheduled in the near future.

4. Discussion re: CABE Delegate Assembly Discussion

The Board discussed the 2018 proposed resolutions for the CABE Delegate Assembly on November 16, 2017 at the Mystic Marriott Hotel. Jaime Barr Shelburn will serve as the voting member for the Board and will report out at the next BOE meeting. Candice Carlson, Jill Carini, and Barbara Senges will also attend the Delegate Assembly.

5. Discussion re: ELPS Elementary School Alteration Projects Update

Chair Tim Hagen and Superintendent Newton provided an update on the elementary alteration projects. A meeting will be held on November 9 to start initial phasing component discussion with the architect, O&G Industries, and the building principals. The next Town Building Committee meeting is scheduled for November 16, 2017.

B. Instruction

C. Personnel

D. Policy

1. Discussion/action re: Second Reading – Recommended Revision of BOE Policy 1313 Community Relations: Gifts to School Personnel

MOTION: Jaime Barr Shelburn moved the revision of BOE Policy 1313 Community Relations: Gifts to School Personnel as presented; Barbara Senges seconded.

VOTE PRO: Tim Hagen (Chair), Al Littlefield (Secretary), Leigh Gianakos, John Kleinhans, Barbara Senges

VOTE CON: Jaime Barr Shelburn

ABSTAIN: Eric Bauman, Bill Derry

MOTION CARRIED 5:1:2

2. Discussion/action re: Second Reading – Recommended Revision of BOE Policy 4118.11 Personnel – Certified/Non-Certified: Non Discrimination

MOTION: Jaime Barr Shelburn moved the revision of BOE Policy 4118.11 Personnel – Certified/Non-Certified: Non Discrimination as presented; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

3. Discussion/action re: Second Reading – Recommended Deletion of BOE Policy 5131.1 Students: Bus Conduct

MOTION: Jaime Barr Shelburn moved the deletion of BOE Policy 5131.1 Students: Bus Conduct as presented; Leigh Gianakos seconded.

VOTE: UNANIMOUS

MOTION CARRIED

4. Discussion/action re: Second Reading – Recommended Deletion of BOE Policy 5131.7 Students: Weapons and Dangerous Instruments

MOTION: Jaime Barr Shelburn moved the deletion of BOE Policy 5131.7 Students: Weapons and Dangerous Instruments as presented; Leigh Gianakos seconded.

VOTE: UNANIMOUS

MOTION CARRIED

5. Discussion/action re: Second Reading – Recommended Deletion of BOE Policy 5131.8 Students: Out of School Misconduct

MOTION: Jaime Barr Shelburn moved the deletion of BOE Policy 5131.8 Students: Out of School Misconduct as presented; Leigh Gianakos seconded.

VOTE: UNANIMOUS

MOTION CARRIED

6. Discussion/action re: Second Reading – Recommended Revision of BOE Policy 5131.9 Students: Bullying

MOTION: Jaime Barr Shelburn moved the revision of BOE Policy 5131.9 Students: Bullying as presented; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

7. Discussion/action re: Second Reading – Recommended Deletion of BOE Policy 5131.913 Students: Cyberbullying

MOTION: Jaime Barr Shelburn moved the deletion of BOE Policy 5131.913 Students: Cyberbullying as presented; Leigh Gianakos seconded.

VOTE: UNANIMOUS

MOTION CARRIED

8. Discussion/action re: Second Reading – Recommended Revision of BOE Policy 5144.1 Students: Seclusion and Restraint

MOTION: Jaime Barr Shelburn moved the revision of BOE Policy 5144.1 Students: Seclusion and Restraint as presented; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

E. Other

VIII. ADMINISTRATION REPORTS

A. Superintendent of Schools – Mr. Jeffrey Newton

- ELHS Principal Susi and Social Studies Teacher Henry Kydd are in Washington, DC to accept the National Blue Ribbon Award for East Lyme High School
- ELPS Veterans Day activity schedules were distributed for Friday, 11/10/17
- 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

- Participating in Webinars and renegotiating programs; looking at what can we centralize and bring up to the District

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

- Budget preparation

IX. COMMITTEE REPORTS

- A.** AAA Committee – Oral report of 11/06/17 meeting
- B.** FFO Committee – Minutes of 10/23/17 meeting
- C.** Policy Review Committee
- 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:**

- Grace Hubbard, 1.0 FTE Instructional Aide (ABA), Integrated Preschool, DW HA, 10/24/17
- Maureen Reilly, 1.0 FTE Instructional Aide (ABA), DW MS, 10/31/17

2. Out-of-State Field Trips: None at this time.**XII. BOARD COMMENTS/FUTURE AGENDA ITEMS****A. Board Comments:**

1. Jaime Barr Shelburn, MS Principal Jason Bitgood, and HS Assistant Principal Deb Kelly attended an informational session on the Miracle Field. The project going full speed ahead.
2. Barbara Senges stated she continues to be incredibly impressed with Assistant Superintendent Amy Drowne's ability to make the staff understand that change is difficult and that the administration is there to help them.

B. Future Agenda Items:

1. 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 11/20/17
2. Food Service Update – 11/20/17
3. Student Assessment Results – 11/20/17
4. Proposed ELPS Calendar for 2018-2018 – 11/20/17
5. Future Use of LEARN space at HA – Bill Derry - TBD
6. Mid-year check on Elementary schedule – 09/25/17 Jaime Barr Shelburn to BOE mid-Jan 2018
7. Creative Playschool Transition – 10/10/17 Candice Carlson – TBD
8. Elementary Alteration Project Update – Standing agenda item
9. Redistricting – Standing agenda item

XIII. PUBLIC COMMENT – None

The Board took a brief recess at 8:41 p.m.

XIV. EXECUTIVE SESSION

MOTION: Al Littlefield moved to enter into Executive Session at 8:45 p.m. for the purpose of discussion of a ELAA contract negotiations and to include the Superintendent and the Director of Finance, Marketing and Growth Management; Jaime Barr Shelburn seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Executive session ended at 8:55 p.m.

XV. ADJOURNMENT

MOTION: Jaime Barr Shelburn moved to adjourn the meeting at 8:55 p.m.; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully submitted,

Al Littlefield

Al Littlefield, Secretary

East Lyme Board of Education