

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

**Monday, March 10, 2014  
Regular Public Meeting: 7:00 p.m.  
Room B101 (INTV Room)  
East Lyme High School**

FILED IN EAST LYME  
CONNECTICUT  
March 21, 2014 AT 10:30 AM PM  
*Jessie A. Blair*  
EAST LYME TOWN CLERK

**REGULAR MEETING MINUTES**

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Joseph Arcarese, Jill Carini, Candice Carlson, Rob Kupis, Pam Rowe, Barbara Senges, Jaime Barr Shelburn, Marlene Nickerson (7:13 p.m.)

Administrators Present: Dr. James Lombardo, Brian Reas (Asst. Superintendent), Dr. Karen Costello (Admin. for Program Improvement), Kim Davis (Sp Ed Coordinator), Claudine Kelly (Sp Ed Coordinator), Linda Anania (FL Principal), Dr. David Miko (HA Principal), Melissa DeLoreto (NC Principal), Dr. Judy DeLeeuw (MS Principal), Michael Susi (HS Principal), Don Meltabarger (Finance and Facilities Director), Robyn McKenney (Technology Director), Nancy Burdick (Business Manager)

**I. CALL TO ORDER** – The meeting was called to order at 7:11 p.m. by Chair Tim Hagen.

**II. PLEDGE OF ALLEGIANCE** – Led by Chair Tim Hagen and Carl Reichard

**Recognition of  
East Lyme High School Athletes and Coaches**

**Caroline Gonsalves**

Class M State Champion: Diving

**Kelsey Shukis**

Class L State Champion: Shotput

**Meredith Moore**

All State Player: Soccer

**Griffin Woods**

All State Player; Soccer

**Paul (Wally) Christensen**

2013 Class L/LL Coach of the Year from the CT Soccer Coaches' Association and National Soccer Coaches Association of America and Fieldturf 2013 Coach of the Year for CT High School Boys' Large Schools

**Carl Reichard**

CT Girls' Track Coach of the Year, CT High School Coaches' Association, and Finalist for National Coach of the Year Girls' Track and Field from the National High School Athletic Coaches' Association

**III. PUBLIC COMMENT** - None

**IV. APPROVAL OF MINUTES**

**MOTION:** Pam Rowe moved approval of minutes of the Board of Education February 24, 2014 Regular Meeting as presented; Jaime Barr Shelburn seconded.

**VOTE PRO:** Tim Hagen (Chair), Al Littlefield (Secretary), Joseph Arcarese, Jill Carini, Candice Carlson, Marlene Nickerson, Pam Rowe, Barbara Senges, Jaime Barr Shelburn

**ABSTAIN:** Rob Kupis

**MOTION CARRIED**

**V. SPECIAL REPORTS**

A. Students' Representative – Kendall Roberts

- Spring sports are underway!
- Drama production "9-to-5" – Three more shows are scheduled for this weekend
- Freshmen Class is working on plans for their Spring Fling dance
- Junior Class is planning Breakfast with the Bunny for April 12
- Standardized testing begins this week

B. Selectmen's Representative

C. Salem Board of Education – George Jackson

- The first draft of the MOU between Salem and EL that will allow Salem students to continue to attend ELHS will be prepared by April. Public comment is expected in June.

D. Town Building Committee Representative

E. Other Reporters

**VI. CONSENT AGENDA**

**MOTION:** Jaime Barr Shelburn moved to approve the Consent Agenda as presented (A. Proposed Donation of Rowing Equipment to the East Lyme Board of Education from the East Lyme Rowing Association Valued at \$33,975.00) as presented; Candice Carlson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**VII. DISCUSSION/ACTION ITEMS**

A. Finance/Facilities/Community

1. **Discussion/Action re:** Proposed Design Firm Contract for ELPS Elementary Facilities Project

On February 10, 2014, the Board of Education authorized the Superintendent to develop a contract for Board consideration with Jacunski Humes Architects, LLC for an amount not to exceed \$91,400.00 (for Phase I and II) to guide the Board on the project direction for the ELPS elementary facilities.

After consultation by the Board's attorney, Dr. Lombardo recommended the proposed contract with Jacunski Humes Architects, LLC be approved in the amount of \$82,200.00 for Phase I and Phase II (Phase I \$49,600.00 and Phase 2 Services \$32,600.00).

At the completion of Phase II, the project will be brought to referendum. Dr. Lombardo reminded the Board that the contract is contingent upon Board of Finance approval of the use of LEARN rental funds on March 12.

Phase II is the "Building Design Phase."

Dr. Lombardo reminded the Board and the public that the overall goal is to create a design that is best for the students but one that is also mindful of the community needs.

Al Jacunski was introduced and followed up with a brief statement to the Board.

**MOTION:** Pam Rowe moved to approve the proposed contract with Jacunski Humes Architects, LLC in the amount of \$82,200.00 for Phase I and II of the ELPS elementary facilities project (Phase 1 Services \$49,600.00 and Phase 2 Services \$32,600.00) as presented; Candice Carlson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

2. Discussion/Action re: Proposed ELPS Budget for 2014/2015

The Board continued budget discussion on the revised Proposed Budget Reduction List for FY 15 dated 3/6/14. Based on the Board's February 24 budget discussion and discussions with ELPS administrators, Dr. Lombardo presented the following revised Proposed Budget Reduction List for FY 15 (dated 3/6/14):

	<u>FY 15 Budget</u>	<u>%</u>
<b>FY 15 Budget</b>	43,989,614	
<b>FY 14 Budget</b>	<u>41,941,731</u>	
<b>Increase</b>	2,047,883	4.88%

<u>General Fund Changes</u>		
Affordable Health Care	(372,000)	(0.89%)
Health Insurance Adjustment for IA-TA	40,506	0.10%
Maintenance Emergent Funds	(50,000)	(0.12%)
Architect Fee	(12,000)	(0.03%)
MS Air Handler Coils	(17,430)	(0.04%)
HS B-Wing heat valve installations	(14,340)	(0.03%)
Maintenance Projects Emergent Funds	(20,000)	(0.05%)
DW 1.0 Elementary World Language	(60,440)	(0.14%)
DW 2.0 Instructional Aides	(34,448)	(0.08%)
DW 1.0 ABA Special Education DW	(50,807)	(0.12%)
HA 0.1 Music	(5,081)	(0.01%)
NC 0.2 Music	(10,161)	(0.02%)
MS 0.1 Music	(5,081)	(0.01%)
HS 0.3 CWE	(15,242)	(0.04%)
HS 0.2 English	(10,161)	(0.02%)
HS 0.2 SPED	<u>(10,161)</u>	<u>(0.02%)</u>
	(646,847)	(1.54%)

<b>FY 15 Budget</b>	43,989,614	
<b>FY 14 Budget</b>	<u>41,941,731</u>	
<b>Increase</b>	2,047,883	4.88%
 <b><u>General Fund Increase</u></b>		
Superintendent Proposed Increase	1,669,625	3.98%
Proposed Reductions	<u>(646,847)</u>	<u>(1.54%)</u>
	1,022,778	2.44%
 <b><u>Support for New Evaluation System</u></b>		
1.0 Assistant Principal	125,019	0.30%
2.0 Dean of Students	171,568	0.41%
1.0 Computer Consultant	52,212	0.12%
3.0 Bus Monitors	29,459	0.07%
	<u>378,258</u>	<u>0.90%</u>
 <b><u>Total Proposed Budget Increase</u></b>	 <u>1,401,036</u>	 <u>3.34%</u>

- The following are some of the discussion highlights:
  - Faced with unfunded state mandate – evaluation process
  - Budget increase would be 2.44% without support for new evaluation system
  - Legal obligation to support evaluation system
  - Importance of supporting staff
  - Need for bus monitors and the excessive amount of time administrators spend on investigating and processing bus incidents
  - Trust that if there are significant changes in the requirements for evaluation system that positions would not be filled
  - Cognizant of town's fiscal ability and responsibility to put forth a budget that the community can afford
  - Dr. Lombardo stated that further cuts will result in program reductions
  - Five-year technology plan was proactive approach
  - Uncomfortable with adding anything new
  - Rather utilize funds from tennis court project
  - Total proposed budget increase is 3.34% over the current budget

**MOTION:** Jill Carini moved to adopt the 2014/2015 Budget for East Lyme Public Schools in the amount of \$43,342,767.00 (3.34% over the current budget); Barbara Senges seconded.

**VOTE PRO:** Tim Hagen (Chair), Joseph Arcarese, Jill Carini, Candice Carlson, Rob Kupis, Barbara Senges

**VOTE CON:** Al Littlefield (Secretary), Marlene Nickerson, Pam Rowe, Jaime Barr Shelburn

**MOTION CARRIED 6:4**

The Board of Education will present the adopted budget for 2014/2015 to the Board of Finance and Board of Selectmen on Wednesday, March 12, 2014, 7:00 p.m. at the EL Town Hall. The second meeting is scheduled for March 27.

- B. Instruction
- C. Personnel
- D. Policy
- E. Other

#### **VIII. ADMINISTRATION REPORTS**

- A. Superintendent of Schools – Dr. James Lombardo
- B. Assistant Superintendent of Schools – Brian Reas
- C. Business/Facilities Director – Don Meltabarger

#### **IX. COMMITTEE REPORTS**

- A. AAA Committee – Minutes of 2/24/14
- B. FFO Committee – Minutes of 2/24/14
- C. Policy Review Committee
- D. Other
  1. Alignment Research Ad Hoc Committee – Minutes of 2/28/14

#### **X. COMMUNICATIONS**

**XI. NOTICES****A. Notice of the following staffing changes:**

1. Appointments
  - Robert Fournier, Jr, 0.5 Health/Physical Education Teacher, NC, 2/25/14 through the end of the 2013/2014 school year only
  - Catherine Semnoski, 1.0 Special Education Teacher, MS, 3/5/14
2. Reassignments
3. Increases/Decreases
4. Student Teachers
  - ECSU student teacher Mitchell Furber with 1.0 Physical Education Teacher Judy Deeb, HA, 3/10/14 – 5/9/14
5. Retirements
6. Resignations
  - Laura Conti, 1.0 Instructional Aide (1:1), DW at MS, 3/7/14
  - Norma Ilasi, 0.8 Head School Aide, FL, 2/28/14
  - Rafael Ortega, 1.0 Custodian, HS, 2/27/14
  - Katie Pasquaretta Cote, 1.0 Instructional Aide (1:1), DW @ HA, 3/3/14
7. Supplemental Appointments for 2013/2014
  - Carl Reichard, Women's Outdoor Track Head Coach, HS

**B. Notice of the following out of state field trips:**

1. ELHS students to NYC, NY on Thursday, March 20, 2014 to visit the Metropolitan Museum of Art
2. ELHS students to Bennington, VT on Thursday, March 20-22, 2014 to participate in the New England Music Festival

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

- Pam Rowe called attention to the "Adderall Hits the Halls" article in the March 6, 2014 edition of The Viking Saga.
- Pam Rowe spoke of an ELHS English textbook that she feels is inappropriate and unacceptable.
- Dr. Lombardo stated the policy and process regarding textbooks will be discussed at the next AAA Committee meeting.
- Al Littlefield suggested a second workshop be scheduled to further discuss the upcoming Superintendent search.

**B. Future Agenda Items**

1. Global Education Task Force Recommendation re: Elementary Program – Dr. Lombardo – AAA Committee 02/24/14 and BOE March 2014
2. Report on Implementation of Full-Day Kindergarten – P. Rowe – AAA 02/24/14 and BOE May 2014
3. Redistricting and Projected Enrollment – J. Barr Shelburn, C. Carlson, A. Littlefield – Ad hoc committee report to BOE March 2014
4. Last Day of School for Students for the 2013/2014 School Year – 4/7/14
5. Review of District's Long Range Plan – Dr. Lombardo – April 2014
6. EL Aquatic and Fitness Center Committee Presentation – T. Hagen – April 2014
7. ELHS Swipe Card Implementation Update – M. Nickerson – Spring 2014
8. BOE Code of Ethics – J. Barr Shelburn – Spring 2014
9. Veterans' Day – J. Barr Shelburn – To be scheduled
10. Elementary School Recess – M. Nickerson and C. Carlson – To be scheduled
11. Professional Development Committee Presentation – A. Littlefield – To be scheduled
12. Climate Survey Results Presentation – B. Reas – To be scheduled
13. Progress on Implementation of Teacher and Administrator Evaluation and Development Plan – J. Arcarese – To be scheduled
14. Elementary School Facilities – Dr. Lombardo – Ongoing
15. Review of BOE Bylaws and Policies – Dr. Lombardo – Ongoing

**XIII. PUBLIC COMMENT** - None

The Board took a short break at 8:55 p.m.

**XIV. EXECUTIVE SESSION**

**MOTION:** Jamie Barr Shelburn moved to enter into executive session at 9:00 p.m. for the purpose of discussion of personnel issues and to include Dr. Lombardo (Superintendent) and Dr. DeLeeuw (MS Principal); Pam Rowe seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

The Board exited executive session at 9:13 p.m.

**XV. ADJOURNMENT**

**MOTION:** Jamie Barr Shelburn moved to adjourn the meeting at 9:15 p.m.; Joe Arcarese seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

Respectfully Submitted,  
*Albert Littlefield*  
Albert Littlefield  
Secretary, East Lyme Board of Education