

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

**Monday, January 13, 2014
Regular Public Meeting: 7:00 p.m.**

Room B101 (INTV Room)
East Lyme High School

FILED IN EAST LYME
CONNECTICUT
Jan 17 2014 AT 8:00 AM PM
Lesleya Blair
EAST LYME TOWN CLERK

REGULAR MEETING MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Joseph Arcarese, Jill Carini, Candice Carlson, Robert Kupis, Pam Rowe, Jaime Barr Shelburn

Board Members Absent: Marlene Nickerson

Administrators Present: Brian Reas (Asst. Superintendent), Dr. Karen Costello (Admin. for Program Improvement), 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)

I. CALL TO ORDER – The meeting was called to order at 7:12 p.m. by Chair Tim Hagen.

II. PLEDGE OF ALLEGIANCE – Led by Chair, Tim Hagen and Secretary, Al Littlefield

III. PUBLIC COMMENT

1. Kathy Kruszewski, 118 Hillcrest Rd, expressed concerns regarding HA bus #7 and MS bus #5.

IV. APPROVAL OF MINUTES

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education December 9, 2013 Regular Meeting as presented; Candice Carlson seconded.

VOTE PRO: Tim Hagen (Chair), Al Littlefield (Secretary), Joe Arcarese, Candice Carlson, Al Littlefield, Marlene Nickerson, Pam Rowe, Jaime Barr Shelburn

ABSTAIN: Jill Carini

MOTION CARRIED

MOTION: Jaime Barr Shelburn moved approval of the minutes of the Board of Education December 16, 2013 Special Meeting as presented; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

V. SPECIAL REPORTS

A. Students' Representative – Abbey Robbins

- ELHS Extravaganza raised approximately \$1,700 for the New London Women's Shelter
- Successful National Honor Society Can Drive benefited Care and Share
- Winter sports are continuing
- Cardboard Boat Race was held last week
- Drama production has begun
- Midterm exams begin this week
- Winter Ball is February 1st

- B. Selectmen's Representative
- C. Salem Board of Education Representative
- D. Town Building Committee Representative
- E. Other Reporters

VI. CONSENT AGENDA – No consent agenda.

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion re: Announcement of Board of Education Vacancy

Chair Tim Hagen announced the Board of Education vacancy created by the resignation of Chris Sandford effective January 6, 2014. The term expires on December 7, 2015. The vacancy will be filled at a future Board meeting by a majority vote of all Board members.

2. Discussion re: Proposed East Lyme Public School Calendar for 2014-2015

Assistant Superintendent Brian Reas presented two options of the proposed ELPS Calendar for 2014-2015. Both options mirror the LEARN Regional Calendar with the exception that Veterans' Day is a school day; however, in Option #2, the ELPS Calendar Committee further recommends that school opens one day later. Option #2 will cost the district approximately \$1,000 in transportation of magnet school students. Salem will follow the school start date in Option #1.

- Discussion ensued regarding productivity on half-days, holding school on Veterans' Day, and the possibility of adding snow days into the calendar. *Mr. Reas explained that contractual obligations do not allow for additional full days for professional development.*
- There was Board discussion and requests for additional information concerning student instruction effectiveness during the half-days and the possible movement of these half days to provide more time for continuous instruction (whole weeks as opposed to interruptions by half-days for Professional Development and Parent-Teacher Conferences).
- The Board also requested clarification concerning the State Statutes regarding Parent-Teacher Conferences and how they are conducted/accommodated at all school levels (conferences are done at both the Elementary and Middle School levels but not at the High School).

Further discussion/action will take place at a future meeting.

3. Discussion/Action re: Review Proposal of Draft Charter for East Lyme Board of Education Ad Hoc Committee to Address Alignment of the East Lyme Elementary School Boundaries

Chair Tim Hagen presented the proposal of an Ad hoc committee to address the possible alignment of the elementary school boundaries. The ad hoc committee is charged by the Board to conduct an exploratory scholarship to examine the rationale and implications in considering realignment of the elementary school boundaries. The committee goal is to educate the Board on the factors that should be considered in determining if re-balancing of school enrollment is justified. Following the completion of the work, the full Board will define what next steps are appropriate including information and dialog sessions with the public if needed. Committee members will include Board members Al Littlefield, Jaime Barr Shelburn, and Joe Arcarese, and a combination of no more than three Central Office administrators and elementary school principals.

MOTION: Jaime Barr Shelburn moved to modify the title of the committee (adding "Research") and to approve the Draft Charter for the East Lyme Board of Education Ad Hoc Research Committee to Address Realignment of the East Lyme Elementary School Boundaries dated 1/10/14; Candice Carlson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

- B. Instruction
- C. Personnel

D. Policy

1. First Reading of BOE Bylaw 9020-B Public Statements
The bylaws were reviewed by the Policy Review Committee and no suggested revisions were recommended. Comments should be sent to Brian Reas. The second reading is scheduled for February 24, 2014.
2. First Reading of BOE Bylaw 9131-B Committee of the Whole
The bylaws were reviewed by the Policy Review Committee and no suggested revisions were recommended. Comments should be sent to Brian Reas. The second reading is scheduled for February 24, 2014.
3. First Reading of BOE Bylaw 9132.1-B Standing Committees: Personnel Policy
The bylaws were reviewed by the Policy Review Committee and no suggested revisions were recommended. Comments should be sent to Brian Reas. The second reading is scheduled for February 24, 2014.
4. First Reading of BOE Bylaw 9132.2-B Standing Committees: Policy
The bylaws were reviewed by the Policy Review Committee and no suggested revisions were recommended. Comments should be sent to Brian Reas. The second reading is scheduled for February 24, 2014.
5. First Reading of BOE Bylaw 9230-B Orientation of Board Members
The bylaws were reviewed by the Policy Review Committee and no suggested revisions were recommended. Comments should be sent to Brian Reas. The second reading is scheduled for February 24, 2014.
6. First Reading of BOE Bylaw 9250-B Remuneration and Reimbursement
The bylaws were reviewed by the Policy Review Committee and no suggested revisions were recommended. Comments should be sent to Brian Reas. The second reading is scheduled for February 24, 2014.
7. First Reading of BOE Bylaw 9260-B Board Member Protection
The bylaws were reviewed by the Policy Review Committee and no suggested revisions were recommended. Comments should be sent to Brian Reas. The second reading is scheduled for February 24, 2014.
8. First Reading of BOE Bylaw 9312-B Formulation, Adoption and Amendment of Bylaws
The bylaws were reviewed by the Policy Review Committee and no suggested revisions were recommended. Comments should be sent to Brian Reas. The second reading is scheduled for February 24, 2014.

E. Other

1. There were no objections to adding an additional item to the agenda for Discussion/Action re: Change of Healthcare Insurance Carrier.

MOTION: Jill Carini moved to adding an additional item to the agenda for Discussion/action re: Change of Healthcare Insurance Carrier; Joe Arcarese seconded.

VOTE: UNANIMOUS

MOTION CARRIED

2. Discussion/Action re: Change in the District's Healthcare Insurance Carrier (the third-party administrator)

MOTION: Al Littlefield moved to approve a change in the District's Healthcare Insurance Carrier (the third-party administrator) to Aetna pending ratification of a Memorandum of Agreement/Understanding by the Administrators' Union to be executed by the Superintendent; Jaime Barr Shelburn seconded.

VOTE: UNANIMOUS

MOTION CARRIED

VIII. ADMINISTRATION REPORTS

- A. Superintendent of Schools
- B. Assistant Superintendent of Schools – Brian Reas
 - Budget presentation Tuesday, January 21, 2014
 - On behalf of Dr. Lombardo and himself, Brian Reas thanked Chris Sandford for his service on the Board
- C. Business/Facilities Director – Don Meltabarger
 - Approximately 60 boats participated in the annual ELHS Cardboard Boat Race this week

IX. COMMITTEE REPORTS

- A. AAA Committee
- B. FFO Committee
- C. Policy Review Committee

X. COMMUNICATIONS

- A. EL Elementary and Middle School Professional Development Brochure for 1/10/14

XI. NOTICES

- A. Notice of the following staffing changes:

1. Appointments

- Robin Dezot, 1.0 Instructional Aide (1:1), DW at MS, 1/2/14
- Thomas Rando, .4 Before/After School Aide, FL, 12/8/13
- Laura Tanner, 1.0 Instructional Aide (1:1) DW at MS, 1/2/14

2. Reassignments3. Increases/Decreases

- Cheryl Race-Felix, increases .4 FTE to 1.0 Special Education Teacher, HS, 1/2/14

4. Student Teachers

- ECSU Student Teacher Adam Baber with Health/PE Teacher Jack Biggs, HS, 1/13/14 through 3/8/14
- SCSU Student Teacher Peter Bonanno with Special Education Teacher Cortney Kargusang, HS, 1/13/14 – 3/7/14
- ECSU Student Teacher Joshua Tamosaitis with Health/PE Teacher Lisa Kriger, MS, 3/10/14 through 5/8/14

5. Retirements

- Dianne Anderson, 1.0 Special Education Teacher, MS, 6/30/14
- Dianne Condon, 1.0 Math Teacher, HS, 6/30/14
- Amy Derr, 1.0 Career Education Teacher, HS, 1/1/14
- Maureen Gressler, 1.0 Administrative Assistant (II) to the Director of Special Services, 1/31/14

6. Resignations

- Ryan Anglim, 1.0 Instructional Aide (1:1), DW at MS, 12/20/13
- Katheryn Herfurth, 1.0 Special Education Teacher, MS, 1/7/14
- Patricia Sullivan, .30 School Aide, HA, 12/2/13 (Retraction)

7. Supplemental Appointments for 2013/2014 – None at this time

- B. Notice of the following out of state field trips: None at this time

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

- A. Board Comments

- B. Future Agenda Items

- 1. Discussion – Code of Ethics (Jaime Barr Shelburn)

XIII. PUBLIC COMMENT – None**XIV. EXECUTIVE SESSION – None****XV. ADJOURNMENT**

MOTION: Jaime Barr Shelburn moved to adjourn the meeting at 7:55 p.m.; Rob Kupis seconded.

VOTE: UNANIMOUS

MOTION CARRIED

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