

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

Monday, March 24, 2014
Regular Public Meeting: 7:00 p.m.
Room B101 (INTV Room)
East Lyme High School

FILED IN EAST LYME
CONNECTICUT
2014 AT 9:20 AM/PM
Amy Desjardins
EAST LYME TOWN CLERK

REGULAR MEETING MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Joseph Arcarese, Rob Kupis, Pam Rowe, Barbara Senges

Board Members Absent: Jill Carini, Candice Carlson, Marlene Nickerson, Jaime Barr Shelburn

Administrators Present: Dr. James Lombardo, 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), Laurie Zaneski (HS Asst. Principal), Don Meltabarger (Finance and Facilities Director)

I. **CALL TO ORDER** – The meeting was called to order at 7:07 p.m. by Chair Tim Hagen.

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

Recognition Ceremony

MATHCOUNTS STATE COMPETITION

First Place

Mingfei Duan

Grade 8

East Lyme Middle School

ELMS Mathcounts Advisor Sean Ashburner

HEIFER INTERNATIONAL “READ TO FEED” PROGRAM

Teachers Mrs. Kim Hill and Mrs. Sue Muir

Justin Berg

Benjamin Grant

Dylan McKee

Jordan Morales

Grade 4 Class Representatives

Niantic Center School

III. **PUBLIC COMMENT** - None

IV. APPROVAL OF MINUTES

MOTION: Pam Rowe moved approval of minutes of the Board of Education March 10, 2014 Special Meeting as presented; Joe Arcarese seconded.

VOTE: UNANIMOUS

MOTION CARRIED

MOTION: Barbara Senges moved approval of minutes of the Board of Education March 10, 2014 Regular Meeting as presented; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

V. SPECIAL REPORTS

A. Students' Representative – Abbey Robbins

- ELHS Musical "9-to-5" was a great show
- Spring Fling turnout was good
- New England Music Festival was a great experience for students
- Blood drive was successful with approximately 50 donors
- Model Congress is being held in Philadelphia this week
- SBAC testing begins this week for the Junior Class
- ELHS Spring sports officially started this week
- Seniors are anxiously awaiting to hear back from colleges

B. Selectmen's Representative

C. Salem Board of Education

D. Town Building Committee Representative

E. Other Reporters

VI. CONSENT AGENDA**VII. DISCUSSION/ACTION ITEMS**

A. Finance/Facilities/Community

B. Instruction

1. Discussion/action re: Proposed Out-of-Country Field Trip to Germany
This agenda item was removed from the agenda with no objection.
2. Discussion/action re: Proposed Flexibility Amendment to ELPS Educator Evaluation and Development Plan
The CT Guidelines for Educator Evaluation have been amended to provide educators with flexibility options in the implementation of the new evaluation support system for the remainder of the 2013-2014 school year. The Board was asked to amend the current plan to include the flexibility option.

MOTION: Joe Arcarese moved to accept the recommendation of the ELPS Supervision Evaluation Committee to approve the Flexibility Amendment to the ELPS Educator Evaluation and Development Plan through the end of the 2013-2014 school year as presented (page 13 Proficient/Accomplished and Exemplary/Distinguished – At least 1 formal in-class observation every 3 years; 3 informal observations all other years, also 1 review of practice each year) as presented; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

C. Personnel

1. Discussion re: Initial Planning for Superintendent Search

Superintendent James Lombardo has announced his intention to retire effective the close of the 2014-2015 year. Following a Board workshop conducted by Dr. Rich Villanova, Tim Hagen and Al Littlefield met with Dr. Lombardo to discuss his experience with the last search and to develop a draft plan for the Board's consideration.

Tim Hagen appointed Al Littlefield and Barbara Senges to serve with him on the Superintendent Search Firm Selection Ad Hoc Committee. The committee charge is to review a pool of search firms to screen, interview, select, and engage a firm to recommend a firm to assist the Board in the new superintendent search.

The second committee, the Superintendent Search Ad Hoc Committee, will be comprised of 3 Board members, 2 administrators, 3 teachers, 1 town government representative, and 2 community at-large representatives. The committee's charge is to work with the search firm to conduct research and community forms and select, consult, and screen candidates to bring a number of qualified, prospective candidates to the full Board for a series of interviews.

A proposed search timeline was presented and a second workshop will be planned.

D. Policy

1. Discussion re: First Reading of BOE Policy 6141.326 – Instruction – Electronic Resources

The proposed new policy was reviewed by the ELPS Technology Committee and the second reading is scheduled for April 28, 2014.

2. Discussion re: First Reading of BOE Bylaws of the Board 9300-B – Methods of Operation

The second reading is scheduled for April 28, 2014.

3. Discussion re: First Reading of BOE Bylaws of the Board 9327-B – Electronic Mail Communication

The proposed new policy was reviewed by the ELPS Technology Committee and the second reading is scheduled for April 28, 2014.

4. Discussion re: First Reading of BOE Bylaws of the Board 9350-B – Board of Education Hearings

The second reading is scheduled for April 28, 2014.

E. Other

VIII. ADMINISTRATION REPORTS

- A. Superintendent of Schools – Dr. James Lombardo
 - An executive session will be held to discuss pending litigation
- B. Assistant Superintendent of Schools – Brian Reas
 - SBAC testing has begun
 - Busy transition time
 - End of hiring for summer school programs
- C. Business/Facilities Director – Don Meltabarger

IX. COMMITTEE REPORTS

- A. AAA Committee
- B. FFO Committee – Oral report of 3/24/14 meeting
- C. Policy Review Committee - Oral report of 3/24/14 meeting
- D. Other

X. COMMUNICATIONS

XI. NOTICES

- A. Notice of the following staffing changes:
 1. Appointments
 2. Reassignments
 3. Increases/Decreases
 4. Student Teachers
 5. Retirements
 6. Resignations

7. Supplemental Appointments for 2013/2014

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

XIII. PUBLIC COMMENT - None

The Board took a short break at 7:55 p.m.

XIV. EXECUTIVE SESSION

MOTION: Pam Rowe moved to enter into executive session at 7:57 p.m. for the purpose of discussion of pending litigation and to include Dr. Lombardo (Superintendent) and Brian Res (Assistant Superintendent); Joe Arcarese seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited executive session at 8:13 p.m.

XV. ADJOURNMENT

MOTION: Pam Rowe moved to adjourn the meeting at 8:14 p.m.; Rob Kupis seconded.

VOTE: UNANIMOUS

MOTION CARRIED

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