

EAST LYME BOARD OF EDUCATION
East Lyme, Connecticut

Monday, June 10, 2013
Regular Board Meeting: 7:00 p.m.
Room B101 (INTV Room)
East Lyme High School

REGULAR MEETING MINUTES

Board Members Present: Tim Hagen (Chair), Jaime Barr Shelburn (Secretary), Jill Carini, Candice Carlson, Melissa Ford, Al Littlefield, Carolyn Nee, Marlene Nickerson, Pam Rowe (6:53), Chris Sandford (6:56)

Administrators Present: Dr. James Lombardo (Superintendent), Brian Reas (Assistant Superintendent for Special Services and Pupil Personnel), Dr. Karen Costello (Administrator for Program Improvement), Don Meltabarger (Finance and Facilities Director), Michael Susi (ELHS Principal), Melissa DeLoreto (NCS Principal), Linda Anania (FL Principal), Dr. David Miko (HA Principal), Dr. Judy DeLeeuw (MS Principal)

MOTION: Carolyn Nee moved to enter into executive session at 6:51 p.m. for the purpose of personnel issues and to include the Superintendent and Assistant Superintendent; Candice Carlson seconded.

VOTE: **UNANIMOUS**

MOTION CARRIED

The Board exited executive session at 7:08 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE – Led by Tim Hagen

III. PUBLIC COMMENT

1. John Arnold, 99 Sleepy Hollow Rd, asked the Board not to rush to decision to benefit from state reimbursement regarding elementary school facility projects. He expressed concerns regarding transparency and incomplete Vision Committee documents and requested to see minutes from the meetings and encouraged open, unbiased discussion in a methodical way.

IV. APPROVAL OF MINUTES

MOTION: Candice Carlson moved approval of minutes of the Board of Education May 28, 2013 Regular Meeting as presented; Marlene Nickerson seconded.

VOTE PRO: Tim Hagen (Chair), Jaime Barr Shelburn (Secretary), Candice Carlson, Melissa Ford, Carolyn Nee, Marlene Nickerson, Pam Rowe, Chris Sandford

ABSTAIN: Jill Carini, Al Littlefield

MOTION CARRIED

MOTION: Al Littlefield moved approval of minutes of the Board of Education June 3, 2013 Special Meeting as presented; Pam Rowe seconded.

VOTE PRO: Tim Hagen (Chair), Jaime Barr Shelburn (Secretary), Jill Carini, Candice Carlson, Al Littlefield, Carolyn Nee, Marlene Nickerson, Pam Rowe

ABSTAIN: Chris Sandford, Melissa Ford

MOTION CARRIED

V. SPECIAL REPORTS

- A. Students' Representative – Kaley Roberts and Abbey Robbins
 - Provided updates on end of the year activities
 - ELHS Graduation, Thursday, June 20, 2013, 6:00 p.m.
 - Kaley Roberts was thanked for her two years of service as a student representative to the Board
- B. Selectmen's Representative – First Selectman Paul Formica
 - Field concession building is ready to begin
 - Cini Park opened on Saturday and Amtrak has completed one half of the boardwalk
 - Lifeguards are on duty Thursday – Sunday through June
 - Estimated numbers from CCM is in the \$100,000's but still waiting on totals
 - Attended Annual Rotary Student of the Month Luncheon
- C. Salem Board of Education Representative
- D. Town Building Committee Representative
- E. Other Reporters

VI. CONSENT AGENDA

MOTION: Carolyn Nee moved approval of the Consent Agenda (A. Proposed Donation from the Niantic Lions Charities Inc. to the ELHS Viking Band in the Amount of \$750.00) as presented; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

There was no objection to reversing the order of items VII.A.2. and VII.A.3.

VII. DISCUSSION/ACTION ITEMS

- A. Finance/Facilities/Community
 - 1. Discussion/action re: Proposed FY 13 Budget Transfer in the Amount of \$42,662.00
Transfer of funds from the salary line (Math Coordinator) is necessary to cover the cost of security director's laptop (\$931.87), metal detecting wands, (\$317.00), bus cameras (\$4,402.91), and VMS platform and video recording server security network (\$37,010.00). The proposed transfer was reviewed by the FFO Committee on May 28, 2013 and is recommended for approval.

MOTION: Pam Rowe moved approval of the FY 13 budget transfer in the amount of \$42,662.00 as presented; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

- 2. Discussion/action re: Proposed Suspension of the Grade 3 and 4 Elementary Foreign Language Program
As precluded to at the last meeting, and due to budget constraints, included in the list of proposed budget reductions is the suspension of the grade three and four elementary foreign language program. Although this was a difficult decision, Dr. Lombardo stated he has received the recommendation of the elementary principals to suspend the program. Discussion ensued about what could make this program be better and more effective for our students. A future committee will be formed to develop and propose a more effective program to accomplish the goals of the program.

MOTION: Pam Rowe moved approval of the suspension of the grade three and four elementary foreign language program for 2013-2014 as presented; Jill Carini seconded.

VOTE PRO: Tim Hagen, Jaime Barr Shelburn, Jill Carini, Melissa Ford, Marlene Nickerson, Pam Rowe

VOTE CON: Candice Carlson, Al Littlefield, Carolyn Nee, Chris Sandford

MOTION CARRIED 6:4

3. Discussion/action re: Budget Reductions for FY 2014

Dr. Lombardo reviewed the modified list of recommended budget changes to reach the \$650,000.00 budget reduction. Three paraprofessional positions and the math coordinator position were restored. Some savings has been realized during the hiring process, although there are vacancies to fill. Pre-purchasing has helped to offset some of the reductions. Dr. Lombardo will prepare a revision list of the actual budget changes since the budget was approved by the Board on February 11, 2013. Some Board members expressed concerns regarding the declining enrollment in Global Language and reducing both the substitute salary line and resources for the new teacher evaluation pilot plan. A status review of the budget reductions will take place in mid-fall.

MOTION: Jaime Shelburn moved approval of the FY 14 budget reductions in the amount of \$650,000 as presented; Pam Rowe seconded.

VOTE PRO: Tim Hagen, Jaime Barr Shelburn, Candice Carlson, Melissa Ford, Al Littlefield, Marlene Nickerson, Pam Rowe

VOTE CON: Carolyn Nee, Chris Sandford

ABSTAIN: Jill Carini

MOTION CARRIED 7:2:1

4. Discussion/action re: Proposed Agreement with the Business Network Group, LLC for July 1, 2013 through June 30, 2016

The Business Network Group, LLC has successfully been providing information technology consulting services to East Lyme Public Schools since 2008. The three (3) year agreement will extend those services through June 30, 2016.

MOTION: Pam Rowe moved approval of the proposed agreement with the Business Network Group, LLC for the period July 1, 2013 through June 30, 2016 in the amount of \$437,400.00 as presented; Al Littlefield seconded.

VOTE: **UNANIMOUS**

MOTION CARRIED

5. Discussion re: Continue Retreat Discussion on Selecting the Path Forward for Our Elementary School Facilities

Chair Tim Hagen presented a PowerPoint presentation entitled *Selecting a Path Forward for Our Elementary School Facilities*, a work in progress. Input from the June 3 Board retreat was incorporated into the slide deck to summarize where the district is in the process and the steps forward. The findings report of the ELPS Facilities Vision Task Force was reviewed. Pros and cons of all options, process steps, boundary conditions for design elements and an example of time frames were outlined. First Selectman Paul Formica spoke of the importance of town involvement and suggested a compatibility, affordability, adaptability, and operability slide be added to Phase 2 (slide 17) of the presentation. A community forum was scheduled for Monday, June 24, 2013, 6:30 p.m. in the Mary Broderick Auditorium at East Lyme High School. Board members were asked to forward input and comments to Tim Hagen.

6. Discussion re: Update on District Actions Regarding School Security
Security upgrades are planned for the summer months.

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

VIII. ADMINISTRATION REPORTS

- A. Superintendent of Schools – Dr. James Lombardo
 - 12 ELHS students were awarded \$500.00 by the EL Rotary Club
 - 13 ELPS employees and volunteers were recognized at the recent ELPS Stars Award Ceremony

- EL Town Meeting – Wednesday, June 19 – ELPS Technology Plan
- The athletic field has been lined
- Thanked Leigh Reinhart for her work on the district newsletter
- B. Assistant Superintendent of Schools – Brian Reas
 - Highlighted ELHS Viking Saga article on unified sports
- C. Business/Facilities Director – Mr. Don Meltabarger

IX. COMMITTEE REPORTS

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

X. COMMUNICATIONS

- A. The Viking Saga, Volume 46, Edition 16

XI. NOTICES

- A. Notice of the following staffing changes:

1. Appointments
 - Katherine Brodaski, 1.0 Reading Teacher, HS, 8/22/13
 - Nicole Burke, 1.0 Literacy Specialist, MS, 8/22/13
 - Amanda Magleby, 1.0 School Psychologist, FL, 8/22/13
 - Jaclyn Mathieu, 1.0 Grade 2 Long Term Substitute Teacher, HA, 6/3/13 through on or about 9/23/13
 - Daniel Nazzaro, 1.0 Science (Physics) Teacher, HS, 8/22/13
 - Laurie Otter, Creative Playschool Coordinator, HA, 6/1/13
 - Abigael Thienel, 1.0 English Teacher, HS, 8/22/13
2. Reassignments
 - Kathleen Sterling from .5/.5 Kindergarten Teacher, NC/FL to 1.0 Kindergarten Teacher, FL, 8/23/13
3. Increases/Decreases
 - Patricia Ference, reduced from .8 German and .2 Spanish Teacher to .6 German Teacher, 8/23/13
 - Colleen Sablone, increased from .6 to .8 English Teacher, HS
4. Retirements
 - James Littlefield, .2 Social Studies Teacher, HS, 6/30/13
5. Resignations
 - Jaclyn Mathieu, 1.0 Instructional Aide, HA, 5/30/13
6. Supplemental Appointments (2012-2013 SY)
 - Kathleen Kuvalanka, Volleyball Club Advisor, MS (resigned)
 - Trent Gerbers, Volleyball Club Advisor, MS *

*Not a member of the ELPS professional staff

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

XIII. BOARD COMMENTS/FUTURE AGENDA ITEMS

- A. Board Comments
- B. Future Agenda Items
 1. Exit interview process for administrators
 2. Extra-curricular club presentations – requested by Melissa Ford
 3. Discussion re: Redistricting – Al Littlefield
 4. Board Liaison to Schools – Carolyn Nee

XIV. PUBLIC COMMENT

1. Bill Derry, 212R Pennsylvania Ave, thanked Tim Hagen for the presentation on elementary school facilities and asked that information be posted to the district website. He suggested that we establish our needs before hiring a design firm and to include the general town population in discussions.

XV. EXECUTIVE SESSION - None

XVI. ADJOURNMENT

MOTION: Pam Rowe moved to adjourn the meeting at 9:25 p.m.; Chris Sandford seconded.

UNANIMOUS

MOTION CARRIED

Respectfully Submitted,
Jaime Barr Shelburn
Jaime Barr Shelburn
Secretary, East Lyme Board of Education