

EAST LYME BOARD OF EDUCATION
East Lyme, Connecticut

Monday, September 9, 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, Pam Rowe, Chris Sandford

Board Members Absent: Marlene Nickerson

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), Linda Anania (FL Principal), Dr. David Miko (HA Principal), Melissa DeLoreto (NC Principal), Dr. Judy DeLeeuw (MS Principal), Michael Susi (HS Principal), Jason Bitgood (MS Asst. Principal)

I. CALL TO ORDER – 7:04 p.m. by Chair Tim Hagen

II. PLEDGE OF ALLEGIANCE – Led by Tim Hagen and ELMS Math Teacher Sean Ashburner

<p>Staff Recognition ELMS Math Teacher Sean Ashburner <i>MathMovesU Math Hero Awards Program</i></p>

III. PUBLIC COMMENT

1. Tracy Pazzaglia, 21 Darrows Ridge Rd, expressed concerns regarding safety issues with the bus stop at Mostowy Rd, Route 161 and Rocco Drive and asked that other options be discussed and a solution be reached.
2. Nicole Muscatto, 7 Darrows Ridge Rd, spoke of ongoing safety concerns with the bus stop at Mostowy Rd, Route 161 and Rocco Drive.
3. Amy Tousignant, 11 Darrows Ridge Rd, echoed bus stop safety concerns.

IV. APPROVAL OF MINUTES

MOTION: Chris Sandford moved approval of minutes of the Board of Education August 19, 2013 Regular Meeting as presented; Al Littlefield seconded.

VOTE PRO: Tim Hagen (Chair), Jaime Barr Shelburn (Secretary), Jill Carini, Al Littlefield, Carolyn Nee, Pam Rowe, Chris Sandford

ABSTAIN: Candice Carlson, Melissa Ford

MOTION CARRIED

V. SPECIAL REPORTS

- A. Students' Representative
- B. Selectmen's Representative – RoseAnn Hardy

- The Natural Resource Commission has reached an agreement regarding the Yale University property. This agreement will now allow community use of trails that connect from the Darrow property to the Yale University property and proceed to the state forest.
- A \$500,000 grant to the town will be used for repairs to the boardwalk. Work should be completed by spring.
- A town meeting will be held on Wednesday, September 18 to approve several appropriations.
- Samuel Smith House purchase is proceeding. This will give the town three original and authentic houses from three different time periods.

- C. Salem Board of Education Representative
- 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 from Frank Cardile Masonry, LLC of a commercial refrigerator to the ELHS Athletic Program valued at approximately \$4,600.00); Jill Carini seconded.

VOTE: UNANIMOUS

MOTION CARRIED

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion re: Update on Process to Seek Proposals for a Facilities Design Firm for the ELPS Elementary Schools

Dr. Lombardo and Don Meltabarger provided an update on the process to seek proposals of a facilities design firm for the ELPS elementary schools. Last week they met with the town attorney and the CT State Engineering Association to review the procedure as dictated by legislation. Effective July 1, 2013, the two step process requires us to first prepare a Request for Qualifications (RFQ) form to determine qualified design firms. A committee of three Board of Education members, Tim Hagen, Pam Rowe and Carolyn Nee, will then review the submittals and narrow the choices to four firms. The second step is to prepare a Request for Proposal (RFP) to request quotes for their services to take the school district through the steps necessary to bring the project to a town referendum. The process will take approximately 4-6 months.

2. Discussion re: Update on District Actions Regarding School Security

Dr. Lombardo informed the Board that approval of LoCIP funds has been received and the installation of cameras and security fencing has begun. Safety and security training for all groups of staff is ongoing. The district is awaiting word regarding another state grant for additional security equipment.

B. Instruction

1. Discussion re: Presentation on ELPS CMT, CAPT, ACT and AP Student Assessment Data

Dr. Lombardo presented student assessment data for 2013. The CT Mastery Test (CMT) is administered in grades 3-8 in reading, math and writing; and science in grades 5 and 8. East Lyme students continue to do well in all areas. Charts showing several years of cohort comparisons were presented. The CT Academic Performance Test (CAPT) is administered in grade 10 and tests students in the areas of writing, math, and science. Students at or above proficiency were as follows: Math 93.8%; Science 94.9%; Reading 93.4%, and Writing 97.5. East Lyme received the top ranking in science, the second in math and the third in reading within its District Reference Group (DRG) of similar school districts. Students will no longer take the CMT and CAPT. In spring 2014, the district will field test the Smarter Balanced Assessment, a new state test aligned with the Common Core State Standards. The American College Testing (ACT) showed a significant increase in student participation, and scores were higher than state and national averages. Advanced Placement (AP) tests scores were impressive with 268 students taking a total of 573 AP tests with 88% of test scores at 3 or higher. SAT scores are forthcoming. The student assessment data presentation is available on the district website at eastlymeschools.org.

2. Discussion/action re: Proposed Addition of a Curriculum Interventionist (Supplemental Position) at ELHS
Principal Michael Susi recommended and the ELTA endorsed the addition of a Curriculum Interventionist supplemental position at ELHS to assist departments with the shift to Common Core standard requirements. The proposed stipend for the position is \$1,500.00. The AAA Committee recommended approval and would support an additional person if needed.

MOTION: Melissa Ford moved to approve the creation and placement into the ELTA contract of a Curriculum Interventionist supplemental position at ELHS at a stipend of \$1776.00 (Category 5); Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

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

1. Discussion/action re: Proposed District Goals and Priorities for 2013-2014

Dr. Lombardo provided the Board a first look at the draft district goals and priorities for 2013-2014 and explained that theme areas are benchmarks of the district long range plan. The draft document is available on the district website at eastlymeschools.org. Further discussion and possible action will take place on September 23.

2. Discussion re: Conversation re: Board of Education Goals and Priorities for 2013-2014

Tim Hagen asked the Board to submit feedback on areas to help support the district for the coming future. Further discussion will take place at the next meeting.

VIII. ADMINISTRATION REPORTS

- A. Superintendent of Schools – Dr. James Lombardo

- Addressed Darrows Ridge concerns – Darrows Ridge is not an approved town road and Mostowy Road has been determined as an unsafe road. Parents were invited to meet with Dr. Lombardo to offer creative ideas for a solution.
- Commended all for a very smooth and successful school opening
- 9/11/13 Board of Finance Meeting and 9/18/13 Town Meeting to vote to approve funds for capital plan to include school projects

- B. Assistant Superintendent of Schools – Brian Reas

- Great batch of new teachers!

- C. Business/Facilities Director – Mr. Don Meltabarger had no report.

IX. COMMITTEE REPORTS

- A. AAA Committee – Oral report of 9/9/13 meeting

- B. FFO Committee – Minutes of 8/19/13 meeting

- C. Policy Review Committee – Oral report of 9/9/13 meeting

X. COMMUNICATIONS

- A. Results of Safety and Health Committee Audit, State of CT Workers' Compensation Commission, to Don Meltabarger dated 8/23/13

XI. NOTICES

- A. Notice of the following staffing changes:

1. Appointments

- Amanda Adams, 1.0 Teaching Assistant and .15 After School Aide, HA, 8/28/13
- Jennifer Adanti, 1.0 Instructional Aide, FL, 8/28/13
- Ryan Anglim, .10 After School Aide, HA, 9/9/13
- Drew Bicknell, 1.0 Special Education Long-Term Substitute Teacher, FL/HA, 8/26/13-on or about 11/15/13
- Dr. William Billis, 1.0 Science Long-Term Substitute Teacher, MS, 8/28/13 – 10/21/13

- Dorothy Breen, 0.15 Before School Aide, NC, 8/28/13
 - Beth Cafferty, 1.0 Math Teacher, MS, 8/22/13
 - Kolleen Callaghan, 1.0 Teaching Assistant, MS, 8/28/13
 - Laura Conti, 1.0 Instructional Aide (1:1), DW @ MS, 8/28/13
 - Mallory Costa, 1.0 Teaching Assistant, NC, 9/3/13
 - Elizabeth Daly, 1.0 Instructional Aide (1:1), DW @ MS, 8/28/13
 - Rebecca Davis, 1.0 Instructional Aide (1:1), DW @ MS, 8/28/13
 - Melissa Gentile, 1.0 Instructional Aide, FL, 8/28/13
 - Maureen Johnson, .70 Before/After School Aide, FL, 8/28/13
 - Rosaria Juska, .33 Instructional Aide (ABA Extended Day), DW @ MS, 8/28/13
 - Anna Montgomery, 1.0 Instructional Aide, HA, 8/28/13
 - Kelsey Oleynek, 1.0 Instructional Aide (1:1), DW @ HA, 8/28/13
 - Jessica Ollhoff, 1.0 Instructional Aide, HA, 8/28/13
 - Ivy O'Neill, .70 Before/After School Aide, FL, 8/28/13
 - Aris Pagan, 1.0 Instructional Aide and .33 Before/After School Aide, FL, 8/28/13
 - Rachel Pirie, 1.0 Instructional Aide, FL, 8/28/13
 - Ann Provost, 1.0 Instructional Aide, HA, 8/28/13
 - Kimberly Reith, 1.0 Teacher of Reading, HS, TBD
 - Annah Roasa, 1.0 Instructional Aide (Preschool), DW @ HA, 8/28/13
 - Annah Roasa, .30 Before/After School Aide, HA, 8/28/13
 - Dawn Rodenkohr, 1.0 Teaching Assistant, FL, 8/28/13
 - Edythe Rose, 1.0 Teaching Assistant (ISS), HS, 8/28/13
 - Kris Sanborn, 1.0 Instructional Aide (1:1), DW @ HA, 8/28/13
 - Lori Shedd-Nickerson, 1.0 Instructional Aide, FL, 8/28/13
 - Dylan Sullivan, 1.0 Job Coach, Vocational Transitional Program, DW, 8/28/13
 - Ashley Swaney, 1.0 Job Coach, Vocational Transitional Program, DW, 8/28/13
 - Dhelean Ubinas-Rivera, 1.0 Instructional Aide (1:1), DW @ HA, 8/28/13
2. Reassignments
 - Jan Sena, from 1.0 Instructional Aide (1:1) DW@MS to 1.0 IA, HA, 8/28/13
 3. Increases/Decreases
 4. Student Teachers
 5. Resignations
 - Jennifer Adanti, .66 Youngers Program Aide, FL 8/28/13
 - Cristina deCastro, 1.0 Math Teacher, MS, 8/20/13
 - Jay Gionet, 1.0 Math Teacher, MS, 8/22/13
 - Christine Medberry, 1.0 Teaching Assistant, HS, 8/27/13
 - Kim Welcome, 1.0 Instructional Aide, MS, 8/20/13

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

XIII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. Board Comments

1. Students are enjoying new HA playground – Candice Carlson

B. Future Agenda Items

1. Exit Interview Process for Administrators and Teachers
2. Extra-Curricular Club Presentations – requested by Melissa Ford
3. Discussion re: Possible Redistricting – Al Littlefield
4. Board Liaisons to Schools – Carolyn Nee
5. Revisit Kiva and multi-age structure – Pam Rowe (9/23/13)
6. Transitioning grade 8 to grade 9 re: curriculum – Pam Rowe (9/23/13)
7. ELPS Staffing Plan – Sep/Oct
8. Chartwells food service presentation – Fall 2013
9. Follow-up re: Social workers and Child and Family Agency contract – Marlene Nickerson

XIV. PUBLIC COMMENT - None

The Board took a short break at 9:10 p.m.

XV. EXECUTIVE SESSION

MOTION: Jaime Barr Shelburn moved to enter into Executive Session at 9:15 p.m. and to include the Superintendent to discuss a personnel item, negotiations and the Superintendent's evaluation; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited Executive Session at 10:13 p.m.

XVI. ADJOURNMENT

MOTION: Jaime Barr Shelburn moved to adjourn the meeting 10:13 pm.; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

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