

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

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

FILED IN EAST LYME  
CONNECTICUT  
Dec 15 2014 AT 9:15 AM  
W. J. Galtman  
EAST LYME TOWN CLERK

**REGULAR MEETING MINUTES**

**Board Members Present:** Tim Hagen (Chair), Al Littlefield (Secretary), Jill Carini, Candice Carlson, Rob Kupis, Marlene Nickerson, Pam Rowe, Barbara Senges

**Board Members Absent:** Joe Arcarese, Jaime Barr Shelburn

**Administrators Present:** Dr. James D. Lombardo (Superintendent), Donna Gittleman (Interim Assistant Superintendent), Dr. Karen Costello (Administrator for Program Improvement), Melissa DeLoreto (NCS Principal), Dr. David Miko (HA Principal), Mike Susi (ELHS Principal)

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

III. **PUBLIC COMMENT** - None

IV. **APPROVAL OF MINUTES**

**MOTION:** Rob Kupis moved approval of minutes of the Board of Education November 10, 2014 Regular Meeting as presented, Pam Rowe seconded.

**VOTE PRO:** Tim Hagen (Chair), Al Littlefield (Secretary), Jill Carini, Candice Carlson, Rob Kupis, Pam Rowe, Barbara Senges

**VOTE CON:** None

**ABSTAIN:** Marlene Nickerson

**MOTION CARRIED 7:0:1**

**MOTION:** Jill Carini moved approval of minutes of the Board of Education November 17, 2014 Special Meeting as presented, Barbara Senges seconded.

**VOTE PRO:** Tim Hagen (Chair), Al Littlefield (Secretary), Jill Carini, Candice Carlson, Rob Kupis, Barbara Senges

**VOTE CON:** None

**ABSTAIN:** Marlene Nickerson, Pam Rowe

**MOTION CARRIED 6:0:2**

V. **SPECIAL REPORTS**

A. Students' Representative – Megan Dugan

- Planning has begun for the ELHS Winter Extravaganza, fundraiser for the Brian Dagle Foundation
- French Week – French Honor Society hosted a week long indoor soccer tournament; Friday night movie night to raise money for the education of children in Haiti; French teachers are still looking for host families.
- Over 15 veterans joined ELHS students/staff for the Veterans Day brunch and assembly. Art students made decorative tiles and AP U.S. History students mingled with veterans during lunch.
- Junior Cara Bradley has been selected for the 2014 Field Hockey All State 2<sup>nd</sup> Team.
- The football team won their senior night game against Jonathan Law. They play at Waterford at 10:00 a.m. on Thanksgiving.

B. Selectmen's Representative – Kevin Seery

- ELPS staff and students deserve credit for their observance of Veterans Day and the activities they provided.
- A grant will be used to provide restrooms at Cini Park.

- The boardwalk project is continuing with the hope of holding a Memorial Day ribbon-cutting ceremony.
- Holiday Stroll, Saturday, November 29, 3:00 – 7:00 p.m., Downtown Niantic
- Niantic Light Parade, Saturday, December 6, 6:00 p.m.
- The new entry onto Route 161 between Mostoway Road and Route 161 has been approved by the Town.
- Board of Selectmen meeting, Wednesday, January 7, to appoint new First Selectman

C. Salem Board of Education – None.

D. Town Building Committee Representative – None.

## VI. **CONSENT AGENDA**

**MOTION:** Barbara Senges moved approval of the Consent Agenda as presented (A. Proposed ELHS Field Trip to Philadelphia, PA on Wednesday, March 25 through Sunday, March 29, 2015) as presented, Pam Rowe seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

### **DISCUSSION/ACTION ITEMS**

#### **A. Finance/Facilities/Community**

##### **1. CONTINUED DISCUSSION re: East Lyme Elementary Schools' Design Steering Committee Recommendation**

The Board continued discussion regarding the committee's recommendation of November 17, 2014 as follows:

#### **Committee's Recommendation**

##### **Two Elementary Schools: Niantic Center and Flanders**

Each with an approximate 400 K-4 student capacity with classroom space for current pre-school enrollment

Cost and cost reimbursements are based on 2014-2015 NESDEC projected enrollment

- Renovate as New Niantic Center School
  - New gymnasium
  - Two-story addition
  - Kindergarten and Grade 1 on first floor
  - Media Center on first floor to comply with code
  - Geothermal heating and cooling
  - Project total estimate \$46,494,600.00 – Total cost to Town of East Lyme \$32,298,050.00
- Build New Flanders School
  - Position building on current site optimizing location on site
  - Geothermal heating and cooling
  - Project total estimate \$49,552,700.00 – Total cost to Town of East Lyme \$34,621,481.00
- Post Construction: Release Lillie B. Haynes School to Town
  - Recommend space is retained for such things as LEARN, Creative Playschool, Coastal Connections and the Vocational Transition Program

Dr. Lombardo informed the Board that he has reached out to the town to schedule a joint meeting of the Board of Selectmen/Board of Finance/Board of Education to discuss planning. Discussion ensued regarding school options and cost estimates, enrollment projections, pre-kindergarten considerations, traffic plans, and community involvement.

Discussion will continue at the next Board meeting.

The Board is expected to take action by January 15, 2015.

**B. Instruction****1. DISCUSSION re: First Reading of ELHS Trade Book Adoption: *In the Time of the Butterflies*, Author: Julia Alvarez, Publisher: Algonquin Books of Chapel Hill, 2010**

The trade book was presented to the AAA Committee on 10/14/14 and was recommended for approval. The book will be available at Central Office for review. A second reading is scheduled for the next regular Board meeting.

**2. DISCUSSION re: Program Review – ELPS 18-21 Year Old Transition Program**

In response to the Board's request, Interim Assistant Superintendent for Special Education and Pupil Services Donna Gittleman provided a program review of the collaborative program between LEARN Student Support Services and East Lyme Public Schools. The program is designed for 18-21 year old young adults that have completed high school requirements for graduation, but need additional programming to prepare for transition into adult life. Components of the program include community based life skill instruction, work settings, and social skill instruction. Of the 14 students currently enrolled in program, 12 receive community transition support.

**3. DISCUSSION re: Presentation – Lessons from Finland**

Dr Lombardo presented the Board with a book by author Pasi Sahlberg entitled *Finnish Lessons: What can the U.S. Learn from the Educational Change in Finland*

Dr. Lombardo reviewed with the Board the 2014 CABE/CAPSS Convention presentation by Pasi Sahlberg entitled *Finnish Lessons: What can the U.S. Learn from the Educational Change in Finland?*

A Board retreat will be scheduled to discuss some of the information and ideas presented in the book.

**C. Personnel****D. Policy**

The Board came to a unanimous consensus to entertain one major motion to cover all proposed BOE Policies, Regulations and Bylaws (#1 – 36 below) as presented.

**MOTION:** Pam Rowe moved to approve the following BOE Policies, Regulations and Bylaws as presented:

1. Second Reading BOE Regulation 1325 – Community Relations – Advertising and Promotion and Commercial Activities (Revision)
2. Second Reading BOE Policy 4118.113 Personnel – Cert/Non-Cert – Harassment (New Policy)
3. Second Reading BOE Regulation 4118.113 Personnel – Cert/Non-Cert – Harassment (New Regulation)
4. Second Reading BOE Policy 5117 Students – School Attendance Zones (Policy Review)
5. Second Reading BOE Regulation 5141.3 Students – Health Exam and Inoculations (Regulation Revision)
6. Second Reading BOE Bylaw 9000-B – Role of the Board and Member (Powers, Purposes, Duties) (Bylaw Revisions)
7. Second Reading BOE Bylaw 9010-B – Limits of Authority (Bylaw Revisions)
8. Second Reading BOE Bylaw 9012-B – Legal Responsibilities of BOE (New Bylaw)
9. Second Reading BOE Bylaw 9020.1-B – Public Statements – Advocacy (New Bylaw)
10. Second Reading BOE Bylaw 9030-B – Commitment to Democratic Principles in Relation to Community, Staff, Students (Revised Bylaw)
11. Second Reading BOE Bylaw 9110-B – Number of Members and Term of Office (Revised Bylaw)
12. Second Reading BOE Bylaw 9120-B – Officers and Auxiliary Personnel – Officers (Revised Bylaw)
13. Second Reading BOE Bylaw 9121-B – Chairperson (Revised Bylaw)

14. Second Reading BOE Bylaw 9123-B – Duties of Secretary (Revised Bylaw)
15. Second Reading BOE Bylaw 9130-B – Committees (Revised Bylaw)
16. Second Reading BOE Bylaw 9132.3-B – Standing Committee: Transportation (Revised)
17. Second Reading BOE Bylaw 9132.4-B – Standing Committee: Buildings and Grounds (Revised Bylaw)
18. Second Reading BOE Bylaw 9132.5-B – Standing Committee: Finance and Budget Review (Deleted Bylaw)
19. Second Reading BOE Bylaw 9132.6-B – Standing Committee: Community Relations (Deleted Bylaw)
20. Second Reading BOE Bylaw 9132.7-B – Standing Committee: Long-Range Planning (Deleted Bylaw)
21. Second Reading BOE Bylaw 9210-B – Qualifications of Members (New Bylaw)
22. Second Reading BOE Bylaw 9221-B – Filling Vacancies (Revised Bylaw)
23. Second Reading BOE Bylaw 9222-B – Resignation/Removal from Office (Revised Bylaw)
24. Second Reading BOE Bylaw 9240-B – Development in Service – School Board Conferences, Conventions, and Workshops (Revised Bylaw)
25. Second Reading BOE Bylaw 9270-B Conflict of Interest (Revised Bylaw)
26. Second Reading BOE Bylaw 9271-B – Code of Ethics (Revised Bylaw)
27. Second Reading BOE Bylaw 9311-B – Formulation, Adoption, Amendment of Policies (Revised Bylaw)
28. Second Reading BOE Bylaw 9321-B – Time, Place and Notification of Meetings (Revised Bylaw)
29. Second Reading BOE Bylaw 9322-B – Public and Executive Sessions – Public Meetings (Revised Bylaw)
30. Second Reading BOE Bylaw 9323-B – Construction of the Agenda (Revised Bylaw)
31. Second Reading BOE Bylaw 9325-B – Meeting Conduct (Revised Bylaw)
32. Second Reading BOE Bylaw 9325.1-B – Quorum (Revised Bylaw)
33. Second Reading BOE Bylaw 9325.3-B – Parliamentary Procedures (Deleted Bylaw)
34. Second Reading BOE Bylaw 9326-B – Board of Education Records (Revised Bylaw)
35. Second Reading BOE Bylaw 9330-B – Board/School District Records (Revised Bylaw)
36. Second Reading BOE Bylaw 9400-B – Monitoring Products and Processes (Revised Bylaw)

Rob Kupis seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**E. Other**

**VII. ADMINISTRATION REPORTS**

**A. Superintendent of Schools – Dr. James D. Lombardo**

- High school sport conference affiliation is being reviewed.
- ELHS fall concert was amazing! Incredible talent!

**B. Interim Assistant Superintendent of Schools – Donna Gittleman**

- *Teaching with Poverty in Mind: What Being Poor Does to Kids' Brains and What Schools Can Do about It*, Author Eric Jensen – Highly recommended reading.
- There are concerns regarding the impact the Governor's budget cuts will have on our families.

**C. Business/Facilities Director – Don Meltabarger**

- Timeline expected early next week for ELMS basketball court and Central Office roof project.

**IX. COMMITTEE REPORTS**

- A. AAA Committee
- B. FFO Committee
- C. Policy Review Committee
- D. Alignment Research Ad hoc Committee
- E. East Lyme Elementary Schools Design Steering Committee

**X. COMMUNICATIONS**

A. The Viking Saga, Volume 48, Edition 5, 10/30/14

**XI. NOTICES**

A. Notice of the following staffing changes:

1. Appointments

- Karin Delesdernier, 1.0 FTE Instructional Aide (1:1), DW @ MS, 11/17/14
- Colleen Foster, 1.0 FTE Family and Consumer Sciences Teacher, HS, 11/5/14 through end of the 14/15 SY only
- Lisa Mann, 1.0 FTE Instructional Aide, FL, 11/3/14

2. Reassignment

- Cindi Meek, from 1.0 FTE Accounts Clerk, MS to 1.0 FTE Registrar, HS, 2/2/15

3. Increases/Decreases/Additional Appointment

- Regina Westner, additional appointment of 0.15 FTE After School Aide, HA, 11/12/14

4. Student Teachers

- ECSU student teacher Erin Leduc w/Health/P.E. teacher Judy Deeb, 3/16-5/8/15, HA

5. Retirements

6. Resignations

- Amanda Brodaski, 1.0 FTE Teaching Assistant and .15 FTE Before School Aide, HA, 11/7/14
- David Johnson, 1.0 FTE Instructional Aide (1:1), DW @ MS, 11/14/14
- Annah Roasa, .30 FTE After School Aide, HA, 11/6/14

7. Supplemental Assignments (2014-2015)

- Karen Ciccone, Band Director, MS
- Susan Kohanski, Orchestra Director, MS
- Michele Murphy, Yearbook Advisor, HS
- Nancy Rigdon, Choral Co-Director, MS
- Richard Schumacher, Assistant Band Director, MS
- Richard Schumacher, Choral Co-Director, MS

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

1. ELHS field trip to the First Baptist Church of RI, Providence, RI on Monday, 12/8/14
2. ELHS field trip to the Museum of Natural History, NYC, NY on Thursday, 12/18/14
3. ELHS field trip to the Walter Kerr Theatre, NYC, NY on Wednesday, 4/29/15

**XII. BOARD COMMENTS/FUTURE AGENDA ITEMS**

A. Board Comments:

1. Additional 2014 CABE/CAPSS Conference handouts forthcoming – excellent information

B. Future Agenda Items:

1. EL BOE Meeting Date Calendar for 2015 – 12/8/14
2. Global Education Task Force Recommendation re: Elementary Program – Dr. Lombardo – AAA Committee 2/24/14 and December 2014
3. Coastal Connections Program Review – December 2014
4. Review of ELPS Strategic School Profile for 2012-2013 – December 2014
5. Proposed Unexpended Education Funds Account – 5/13/14 with more discussion to follow
6. Progress on Implementation of Teacher and Administrator Evaluation and Development Plan – J. Arcarese – To be scheduled
7. Pre-K Program Discussion – To be scheduled

**XIII. PUBLIC COMMENT - None**

*The Board took a short break at 9:05 p.m.*

**XIV. EXECUTIVE SESSION**

**MOTION:** Pam Rowe moved to enter into Executive Session at 9:08 p.m. to discuss personnel issues and to include the Superintendent of Schools; Marlene Nickerson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

*The Board exited Executive Session at 9:12 p.m.*

**XV. ADJOURNMENT**

**MOTION:** Pam Rowe moved to adjourn the meeting at 9:13 p.m.; Marlene Nickerson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

Respectfully Submitted,

*Albert Littlefield*

Albert Littlefield, Secretary  
East Lyme Board of Education