

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

**East Lyme Board of Education Minutes
Monday, September 12, 2011
Regular Board Meeting: 7:00 p.m.
INTV Room – B101
East Lyme High School**

Board Members Present: Tim Hagen (Chair), Beth Groeber, Jaime Barr, Mary Broderick, Melissa Ford, Laura Greenstein, Al Littlefield, Marlene Nickerson, Kevin Seery, Rich Steel

Board Members Absent: None

Administrators Present: Dr. James Lombardo (Superintendent), Brian Reas (Assistant Superintendent), Dr. Karen Costello, Linda Anania (FL Principal), Dr. David Miko (HA Principal), Melissa DeLoreto (NC Principal), Judy DeLeeuw (MS Principal), Michael Susi (HS Principal), Don Meltabarger (Business/Facilities Director)

I. CALL TO ORDER – The meeting was called to order at 7:05 p.m.

II. PLEDGE OF ALLEGIANCE – Led by Chair Tim Hagen and Student Representative Sara Kukich

III. PUBLIC COMMENT

1. Julie Horner, 42 Manwaring Road, as a parent and a teacher, spoke in favor of keeping February break and adding days to the end of the school year.

IV. APPROVAL OF MINUTES

MOTION: Marlene Nickerson moved approval of the minutes of the Board of Education Regular Meeting on August 22, 2011 as presented; Melissa Ford seconded.

VOTE PRO: Tim Hagen, Beth Groeber, Jaime Barr, Mary Broderick, Melissa Ford, Laura Greenstein, Al Littlefield, Marlene Nickerson, Rich Steel

ABSTAIN: Kevin Seery

MOTION CARRIED

V. SPECIAL REPORTS: STUDENTS' REPRESENTATIVES, SELECTMEN'S REPRESENTATIVE, and OTHER REPORTERS

A. Students' Representative – Sara Kukich

1. The Senior Class Picnic last Friday at McCook Park was a blast!
2. Sports and clubs are getting underway.

Sara was invited and encouraged by the Board to participate during the Board meetings by offering input.

B. Selectman's Representative – RoseAnn Hardy

On behalf of the Town of East Lyme, RoseAnn thanked the Board and Dr. Lombardo for the ELPS readiness and response after Hurricane Irene, in particular for providing an emergency shelter, meals and showers to those in need. The effort was a great example of the community working together and may be a model used for other communities.

C. Town Building Committee Representative – Ray O'Connor was not present.

D. Salem Board of Education Representative – Stephen Buck was not present.

E. Other Reporters - None

VI. CONSENT AGENDA - None

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion re: 2011-2012 ELPS Calendar Adjustment to Make Up Days Lost

Dr. Lombardo asked the Board to consider adjusting the 2011/2012 ELPS Calendar to make up the four (4) lost school days due to Hurricane Irene (August 30 through September 2, 2011). Parent, teacher and staff input was sought regarding the possibility of using part of or all of either of the school vacations. The overall opinion was in favor of using days within the school breaks with minimal impact to vacation plans anticipated. The Board picked up the discussion and bantered several ideas. The majority of Board members supported either shortening or eliminating February vacation and adding back November 23 as a school day. Possible proposals will be prepared by Dr. Lombardo and distributed to parents and staff for input prior to the next Board meeting. Board action is expected on September 26, 2011 to allow sufficient notice for planning purposes.

2. Discussion re: Superintendent's Update on 2011-2012 Budget Status and Thoughts on 2012-2013

Dr. Lombardo updated the Board on the 2011-2012 budget status. The district anticipates a favorable budget variance of \$35,000 in teacher salaries and a savings of \$100,000 in special education tuition. Approximately \$30,000 remains in Ed Jobs Grant funding. A number of money savings projects are in the works and will be discussed at the AAA Committee meeting and presented to the full Board in the near future. He estimated that we will be under budgeted for supplemental for the current year, but will be better estimated for the FY 13 budget. Dr. Lombardo is hopeful that additional Ed Jobs Grant funding may be forthcoming. Although we have experience close to a 0% increase in health insurance over the last two years, an increase is anticipated for FY 13. Heating oil remains a concern for Flanders, Niantic Center School and Central Office. As a result of the conversion to natural gas, energy savings will be realized at the other schools. A template for the 2012-2013 FY budget has been started.

B. Instruction

1. Discussion re: Overview of ELPS English Language and American Cultural Camp (Summer 2011)

Program Coordinator Jeff Drew provided an overview and slide presentation of the summer two-week educational program for thirty Chinese middle school students and sixteen East Lyme families. The program was funded by a \$25,000 grant from Spiral International in Burlington, VT. Jeff extended his thanks to East Lyme teachers Jay Gionet, Jen Carney Brush, Mat O'Grady and to the host families for their involvement and support. He also thanked the Board for providing this wonderful opportunity. The program is expected to continue next year.

C. Personnel

D. Policy

E. Other

1. Discussion: Proposed Superintendent's Board of Education Update/Presentation List for Fall 2011

The Board reviewed and accepted Dr. Lombardo's proposed Board of Education update/presentation list for fall 2011 as follows:

September 26	Introduction of Newly Hired Teachers and Administrators and Presentation on District Goals and Priorities for 2011-2012
October 11	Presentation on ELPS CMT, CAPT and other assessment data
October 25	Presentation on Coastal Connections Program Start
November 14	Presentation on Technology Upgrades and Future Plans
November 28	Presentation on Progress Toward Fulfilling Special Education Program Goals

2. Discussion re: Proposed Board Goals for 2011-2012

The proposed 2011-2012 Board goals will be discussed and prioritized in committee meetings following the regular Board meeting. The Board is expected to reach a consensus on four to five goals at the September 26 meeting.

VIII. ADMINISTRATION REPORTS

- A. Superintendent of Schools – Dr. James Lombardo
- The district experienced a smooth opening and a great start to the year with very few transportation glitches. The custodial staff did a tremendous job in getting the schools ready.
 - Don Meltabarger, Fire Marshal Dick Morris and emergency personnel were publically recognized for the exorbitant amount of time, energy and dedication they displayed during the preparation and aftermath of Hurricane Irene. The ELMS/EL Community Center emergency shelter, showers and meals were appreciated by the community.
 - The Coastal Connections program is now housed at the Carelot building on RT 161.
 - The district is still searching for a 0.5 FTE technology education for ELMS.
- B. Assistant Superintendent for Special Education and Pupil Personnel – Mr. Brian Reas
- Commended Jeff Drew’s running of the summer exchange as providing rich experiences for students and their families.
 - Dave Putnam was recognized for his help with the town’s parks and recreation programs.
 - Newly hired Special Education Coordinator Heather Milewski and Social Worker Brittany Bonchuck have hit the road running!
 - The Special Education Steering Committee will meet on Tuesday, September 13.
- C. Business/Facilities Director – Don Meltabarger
- The HS Culinary Arts Lab project will be complete this week.
 - The Mary Jo Dalrymple Boat Dedication Ceremony will be held on Friday, September 16 at 5:30 p.m. in the Gerald M. Mistretta Commons at ELHS.
 - The HA LEARN wing roof replacement project starts Thursday, September 15 and is expected to take 5 days to complete.
 - The SCCS (Chinese School) will start Sunday, September 18 at ELHS.
 - A Cow Chip Raffle fundraiser to benefit the Children’s Museum will be held on Sunday, September 18 at 1:30 p.m. on the Doyle property located behind the Flanders School.

IX. COMMITTEE REPORTS

- A. AAA Committee Meeting will follow
- B. FFO Committee Meeting will follow
- C. Policy Committee – The committee will meet before the first board meeting of every month at 6:30 p.m.

X. COMMUNICATIONS

XI. NOTICES

- A. Notice of the following staffing changes:
1. Appointments
 - Amanda Adams, 1.0 Instructional Aide, HA, 9/6/11
 - Catherine Brunner, 1.0 Teaching Assistant, FL, 9/6/11
 - Charles Carney, .5 Custodian, FL, 8/25/11
 - Andrew Gifford, 1.0 Instructional Aide (1:1), DW @ MS, 9/6/11
 - Courtney Jones, 1.0 Instructional Aide (1:1), DW @ FL, 9/6/11
 - Nicholas Kasprzak, 1.0 Teaching Assistant, HA, 9/6/11
 - Kristin Miller, 1.0 Instructional Aide (1:1), DW @ MS, 9/6/11
 - Melissa Mohler, 1.0 Instructional Aide (1:1), DW @ MS, 9/6/11
 - Kim Neal, .6 Instructional Aide (1:1), DW @ NC, 9/6/11
 - Glenn Penkofflidbeck, 1.0 Science Teacher, MS, 8/24/11 through end of 11/12 school year
 - Lindsay Raymond, .6 Physical Education Teacher, NC, 8/24/11
 - Nathan Stailey, 1.0 Instructional Aide, MS, 9/6/11
 - Lili Yang, .6 Teaching Assistant (ELL), DW @ MS, 9/6/11

2. Increases/Decreases in FTE
 - Melissa Grispino, voluntarily reduction from 1.0 to .5 Instructional Aide (1:1), DW @ HA, 9/6/11
3. Reassignments
 - Amy Bogert from 1.0 Instructional Aide, HA to 1.0 Teaching Assistant, HA, 9/6/11
 - Mario Campagna from 1.0 Instructional Aide, DW @ FL to 1.0 Teaching Assistant, DW @ FL, 9/6/11
 - Beth Hanyckyj from .33 Instructional Aide (DW) @ HA to 1.0 Instructional Aide, DW @ HA, 9/6/11
 - Theresa Hoblin from 1.0 Elementary Teacher to .5 Special Education Teacher and .5 Kindergarten Teacher, HA, 8/25/11
 - Joyce Lichtenfels from 0.1 School Aide to 1.0 Instructional Aide, HA, 9/6/11
 - Chris Majchrzak from 1.0 Teaching Assistant, MS to 1.0 Instructional Aide (1:1), DW @ MS, 9/6/11
4. Resignations
 - Donna Deabay, 1.0 Instructional Aide (1:1), DW @ MS, 8/29/11
 - Samuel Faulkenberry, .5 Technology Education Teacher, MS, TBD
 - Rachel LaTerra, 1.0 Instructional Aide, HA, 6/25/11
 - Amy Ruzzo, 1.0 Instructional Aide, HA, 8/30/11
 - Kathleen Skinner, 1.0 Instructional Aide (1:1), DW at FL, 8/12/11

B. Notice of the following out of state field trips/athletic competitions – None at this time.

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. Board Comments

- Beth Groeber – Looking for a partner to take an adult Chinese class on Sundays at ELHS.
- Mary Broderick – Extended an invitation to the NSBA Retreat on Thursday, September 15 at ELMS, 8:45 – 9:00 a.m. and/or 12:15 p.m. (lunch).
- Tim Hagen – Several Board members attended the ELPS Staff Opening Day Ceremony on August 25. ELHS teachers RoseAnn Hardy and Jim Littlefield were recognized for 45 years of service.

B. Future Agenda Items – See Agenda item VII.B.E.

XIII. PUBLIC COMMENT

1. Julie Horner, 42 Manwaring Road, spoke in favor of changing November 23 to a school day and asked the Board to consider using two days from each of the February and April vacations.

A short break took place at 8:42 p.m.

XIV. EXECUTIVE SESSION

MOTION: Al Littlefield moved to enter into executive session at 8:40 p.m. and to include the Superintendent and Assistant Superintendent to discuss personnel: Jaime Barr seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited Executive Session at 9:00 p.m.

XV. ADJOURNMENT

MOTION: Jaime moved to adjourn the meeting at 9:00 p.m.; Beth Groeber seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully Submitted,
Elizabeth Groeber
 Elizabeth Groeber, Secretary
 East Lyme Board of Education