

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

**Monday, September 22, 2014
Regular Public Meeting: 7:00 p.m.
Room B101 (INTV Room) - East Lyme High School**

FILED IN EAST LYME
CONNECTICUT
OCT 14 2014 AT 10:30 AM/PM
[Signature]
EAST LYME TOWN CLERK

REGULAR MEETING MINUTES

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

Board Members Absent: None

Administrators Present: Dr. James D. Lombardo (Superintendent), Donna Gittleman (Interim Assistant Superintendent), Dr. Karen Costello (Admin. for Program Improvement), Don Meltabarger (Director Finance and Facilities), Linda Anania (FL Principal), Dr. David Miko (HA Principal), Melissa DeLoreto (NCS Principal), Dr. Judy DeLeeuw (MS Principal), Mike Susi (ELHS Principal)

- I. **CALL TO ORDER** – The meeting was called to order at 7:05 p.m. by Chair Tim Hagen.
- II. **PLEDGE OF ALLEGIANCE** – Led by Chair Tim Hagen
- III. **PUBLIC COMMENT** - None
- IV. **APPROVAL OF MINUTES**

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education September 8, 2014 Special Meeting as presented, Candice Carlson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education September 8, 2014 Regular Meeting as presented, Joe Arcarese seconded.

VOTE: UNANIMOUS

MOTION CARRIED

V. **SPECIAL REPORTS**

- A. Students' Representative – Kendall Roberts
 - The ELHS Athletic Department has raised \$1,111 for ALS.
 - Students held a Beach Clean Up at the Hole in the Wall in Niantic.
 - Host families are being sought for 24 French students.
 - French teacher Natalie Casey will escort 12 students to France in April.
 - ELHS drama students will perform Act I of "Our Town" on October 15 and 16, 1:00 p.m. at the Smith Harris House.
 - The ELHS Chikumbuso Club will hold a karaoke night fundraiser in mid November.
 - Spirit Week is October 20-25 with Homecoming on October 25.
- B. Selectmen's Representative – Selectman RoseAnn Hardy
 - The Planning Commission is considering an 18 lot resubdivision at Hathaway Farms.
 - Work has begun on Mostoway Road and bus issues should be resolved.
 - Capital Drive Industrial Park sued the Zoning Commission – housing development not allowed
 - Town will acquire 40 plus acres of open space at Oswegatchie Hills at a cost of \$25,000.
 - The town approved a Special Appropriation for a grant in the amount of \$20,000 from the State Historic Preservation Office. The survey will be of the Samuel Smith property for the purpose of being recognized as a Certified Local Government (CLG).
 - Selectman Hardy asked the Board's consideration to reschedule the community leader focus group or to offer an alternative collection of input regarding the Superintendent of Schools search.

- The Board of Selectmen authorized the First Selectman to sign a contract with Care Here to manage a health clinic for town employees and their families. Location options are being explored.

- C. Salem Board of Education – None.
- D. Town Building Committee Representative – None.

VI. CONSENT AGENDA

MOTION: Jaime Barr Shelburn moved approval of the Consent Agenda as presented (A. Proposed ELHS Sunday Field Trip to Ithaca, NY from November 14-16, 2014 to participate in the Ithaca College Choral Composition Festival), Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

VII. DISCUSSION/ACTION ITEMS

There was no objection to flip the order of items A & B.

B. Instruction

1. DISCUSSION re: Presentation Regarding ELPS Chinese/American Cultural Summer Camp

- ELPS English Language and American Cultural Camp Coordinator Jen Brush and ELHS senior Robert Alden provided an overview presentation of the program and a video/music montage of the fourth summer program at East Lyme High School.
- This past summer a total of 45 Chinese students and 4 Chinese teachers from our sister high school in Guangzhou, PRC, attended the camp. This was an increase of 15 students from over last year's camp.
- The camp provides English and cultural learning opportunities for students from China through a 12-day summer English program.
- Beginning next year, approximately 10-to-15 Chinese students will spend their senior year at East Lyme High School and will graduate with the Class of 2016.
- Programs are underwritten by SPIRAL International at no cost to the district.

A. Finance/Facilities/Community

1. DISCUSSION re: Update on Community Forums Regarding Elementary School Facilities

Dr. Lombardo reviewed the agenda of the upcoming community forums. Following a presentation by architect Al Jacunski, conversation and dialogue will take place, questions will be received and answered and input will be collected and reported back to the Board by the steering committee.

Community Forum Dates

Re: East Lyme Elementary School Facilities

Tuesday, September 23	6:00 p.m.	Flanders School
Wednesday, September 24	6:00 p.m.	Niantic Center School
Thursday, September 25	6:00 p.m.	Lillie B. Haynes School

An invitation has been sent to parents and brochures will be distributed across town for community members. The information is also posted on Channel 22.

Dr. Lombardo will be available to meet with anyone having difficulty attending the forums due to the Jewish holiday.

2. DISCUSSION re: ELPS Educator Evaluation and Support Plan for 2014-2015

- Dr. Lombardo explained that changes have been made to the ELPS Educator Evaluation and Support Plan for 2014-2015 based on the district's 2013-2015 experience.
- As of September 22, the CT State Department of Education has not approved the changed plan.
- The district is undergoing a challenge with the 100% evaluation state requirement and repeat discussions will take place regarding the need for additional administrative support.

C. Personnel**1. DISCUSSION re: Update on Superintendent Search**

Superintendent Search Firm Selection Ad hoc Committee Chair Barbara Senges updated the Board on the status of the search for a new East Lyme Superintendent of Schools. Board of Selectmen and Board of Finance members will be solicited for individual input. Approximately 70 online survey responses have been received. A list of upcoming search committee meeting dates was distributed. Committee updates are posted on the district website.

2. DISCUSSION/ACTION re: Proposed Addendum to Agreement Between EL BOE and the Superintendent of Schools

MOTION: Pam Rowe moved to authorize the Board Chair to enter into an agreement with Superintendent of Schools Dr. James D. Lombardo to extend his employment contract for an additional sixty (60) days through March 1, 2015 as presented; Jaime Barr Shelburn seconded.

VOTE: UNANIMOUS

MOTION CARRIED

D. Policy**E. Other****1. DISCUSSION/ACTION re: Proposed East Lyme Board of Education Goals for 2014-2015**

Chair Tim Hagen presented Board members with a first look of the proposed draft of the Board of Education Goals for 2014-2015.

Board of Education Goals for 2014-2015**1. Superintendent**

- Hire a new (highly qualified) Superintendent for the ELPS District. Utilize processes that ensure the Board has, from teachers, administrators, parents, students, and community leaders, input and perspectives on desired attributes for the Superintendent and on what the challenges will be in coming future.
- Provide support, advocacy and open communication for the new superintendent.
- Work with new Superintendent to insure a smooth transition including Central Office organization for 2015-2016.

2. Cooperative Agreement

- Continue work to address the upcoming expiration and (likely) renewal of the Cooperative Agreement between Salem and East Lyme, including drawing in community involvement and participation.
- Meet with Salem BOE to discuss their plan to possibly extend their agreement with East Lyme to include grades 7 and 8. (What appears to be going on in Salem could have long term implications for our elementary project as well.)

3. Support the ELPS Long Range Plan

- Support and review the implementation of the new teacher and administration evaluation systems.
- Develop a facilities plan to address elementary school needs.
- Ensure and support that we and our school district foster innovation and creativity.
- Educate the Board, parents, and community on the district's implementation of Common Core Standards through the use of innovative and creative teaching strategies and learning activities.
- Support and review the development of a plan to implement an elementary World Language Program to include an extension of the elementary school day.

Since this is the first presentation of the Board of Education Goals for 2014-2015, it was decided that the Board should be provided more time to review. Action is postponed until the next Regular meeting.

VIII. ADMINISTRATION REPORTS

- A. Superintendent of Schools** – Dr. James Lombardo
- There will be a meeting of the Ad Hoc Insurance Committee on 24 September in the Central Office Upstairs Conference Room.
 - CAPT results will be the topic of a future discussion at a future meeting.
 - With regard to instituting Pre-K as a part of the School District education plan, there is no present or new State mandate for that initiative.
- B. Interim Assistant Superintendent of Schools** – Donna Gittleman
- Everything is running smoothly and she has been meeting and getting acquainted with all of the District Special Education staff.
- C. Business/Facilities Director** – Don Meltabarger
- High School Tennis Courts are nearing completion.
 - The Central Office roof replacement project bid progress is continuing.
 - Basketball court installation at the Middle School is on track.

IX. COMMITTEE REPORTS

- A. AAA Committee
- B. FFO Committee – Minutes of 9/8/14
- C. Policy Review Committee – Oral report of 9/22/14
- D. Alignment Research Ad hoc Committee
- E. East Lyme Elementary Schools Design Steering Committee

X. COMMUNICATIONS

- A. ELPS District Goals for 2014-2015 (*for Board Review*)
- B. The Viking SAGA, Volume 48, Edition 2 dated 9/11/14
- C. ELBOE Brochure entitled *Selecting a Path Forward for Our Elementary School Facilities*

XI. NOTICES

- A. Notice of the following staffing changes:
1. Appointments:
 - Susan Baier, 1.0 FTE Special Education Long-Term Substitute Teacher, DW @ MS, 9/15 – 10/20/14
 - Jeffrey Duthrie, 1.0 FTE Safety Officer, HS, 8/27/14
 - Micala Howard, 1.0 FTE Instructional Aide (1:1), DW @ MS, 9/11/14
 - Paula Jamieson, 1.0 FTE Teaching Assistant, FL, 9/27/14
 - Lisa Lentz, 1.0 FTE Instructional Aide (1:1), DW @ MS, 9/11/14
 - Liurong Luo, 0.30 FTE After School Aide, NC, 9/8/14
 - Rachel McShane, 0.30 FTE Before School Aide and .40 After School Aide, FL, 8/27/14
 - Wendy Patterson, 0.30 FTE School Aide, HA, 10/29/14
 - Deborah Perrotti, 0.15 FTE Before School Aide and 0.4 FTE After School Aide, HA, 9/8/14
 - David Perry, 1.0 FTE Safety Officer, HS, 8/27/14
 - Patrice Rando, 0.2 FTE After School Program Facilitator, NC, 8/27/14
 - John Riordan, 0.4 FTE Safety Officer (p.m.), HS, 8/27/14
 - Alexandria Stone, 1.0 FTE Teaching Assistant, HS, 9/15/14
 2. Reassignments:
 - Toni Chamberlin, from 0.3 FTE After School Aide to 0.3 FTE After School Program Facilitator, NC, 8/27/14
 - Nancy Merritt, from 0.5/0.5 FTE Special Education Teacher, FL/HA to 1.0 FTE Special Education Teacher (TLP), FL, 8/22/14
 - Carol Parker-Sprinkle, from 1.0 FTE Special Education Teacher (TLP), FL to 0.5/0.5 FTE Special Education Teacher FL/HA, 8/22/14
 - Arisleida Pagan, from 1.0 FTE Instructional Aide to 1.0 Teaching Assistant, FL, 9/29/14
 - Rachel Pirie, from 1.0 Instructional Aide to 1.0 Teaching Assistant, FL, 9/23/14

3. Increases/Decreases:
 - Teresa Lang, increase from 0.3 to 0.45 FTE School Aide, HA, 8/28/14
 4. Retirements:
 - Mimi Amdur, 1.0 Registrar, HS, 1/30/15
 5. Resignations:
 - Ray Campbell, 1.0 FTE Technology Education Teacher, HS, NLT 10/3/14
 - Toni Chamberlin, 0.3 FTE After School Aide, NC, 8/27/14
 - Robyn McKenney, 1.0 FTE Director of Technology, ELPS, TBD
 - Rachel Pirie, 1.0 Instructional Aide, FL, 9/22/14
 6. Student Teachers:
 - ECSU pre-student teacher Merrijo Logan with Science Teacher Joan Love, MS, 2014-2015 school year
- B. Notice of the following out of state field trips:
1. FL students to West Springfield, MA on September 23, 2014 to visit the "Big E"
 2. MS students to Newport, RI on October 8, 2014 to tour the Marble Mansion and Fort Adams
 3. HS students to Jaffrey, NH on October 10, 2014 to visit Mt. Monadnock
 4. HS students to Cranston, RI on October 18, 2014 to participate in a music competition at Cranston East High School
 5. ELHS students to Keene, NH from March 19 – 21, 2015 (Thurs – Sat) to participate in the NE Music Festival at Keene High School

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. Board Comments: None.

B. Future Agenda Items:

1. Update on Community Forums re: Elementary School Facilities – 10/14/14
2. Veterans' Day – J. Barr-Shelburn – 10/28/14
3. School Climate Survey Results – 10/14/14
4. Coastal Connections and 18-21 Year Old Transition Program Review – October 2014
5. Global Education Task Force Recommendation re: Elementary Program – Dr. Lombardo – AAA Committee 2/24/14 and BOE Fall 2014
6. Proposed Unexpended Education Funds Account – 5/13/14 with more discussion to follow
7. Elementary School Facilities – Dr. Lombardo - Ongoing
8. Review of BOE Bylaws and Policies – Dr. Lombardo – Ongoing

XIII. PUBLIC COMMENT – None.

XIV. ADJOURNMENT

MOTION: Jamie Barr Shelburn moved to adjourn the meeting at 9:00 p.m. Jill Carini seconded.

VOTE: **UNANIMOUS**

MOTION CARRIED

Respectfully Submitted,

Albert Littlefield

Albert Littlefield, Secretary
East Lyme Board of Education

