

EAST LYME BOARD OF EDUCATION
East Lyme, Connecticut

East Lyme Board of Education
Monday, June 28, 2010
Executive Session: 6:45 p.m.
Regular Board Meeting: 7:00 p.m.
Room B101 (INTV Room)
East Lyme High School

Executive Session

Board Members Present: Tim Hagen (Chair), Beth Groeber (Secretary), Mary Broderick, Jaime Ellis, Melissa Ford (joined at 6:53 p.m.), Laura Greenstein, Al Littlefield, Marlene Nickerson, Kevin Seery, Rich Steel

Administrators Present: Dr. James Lombardo (Superintendent)

MOTION: Al Littlefield moved to enter into executive session at 6:45 p.m. and to include the Superintendent to discuss personnel issues; Beth Groeber seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited executive session at 7:05 p.m.

Regular Meeting

Board Members Present: Tim Hagen (Chair), Beth Groeber (Secretary), Mary Broderick, Jaime Ellis, Melissa Ford (left at 8:30 p.m.), Laura Greenstein, Al Littlefield, Marlene Nickerson, Kevin Seery, Rich Steel

Administrators Present: Dr. James Lombardo (Superintendent), Dr. Karen Costello (Administrator for Program Improvement), Don Meltabarger (Business/Facilities Director)

- I. **CALL TO ORDER** – 7:13 p.m.
- II. **PLEDGE OF ALLEGIANCE** – Led by Tim Hagen
- III. **PUBLIC COMMENT** – None
- IV. **APPROVAL OF MINUTES**

MOTION: Marlene Nickerson moved approval of the minutes of the Board of Education Regular Meeting on May 24, 2010; Laura Greenstein seconded.

VOTE PRO: Tim Hagen, Beth Groeber, Mary Broderick, Laura Greenstein, Al Littlefield, Marlene Nickerson, Kevin Seery, Rich Steel

ABSTAIN: Jaime Ellis, Melissa Ford

MOTION CARRIED

MOTION: Jaime Ellis moved approval of the minutes of the Board of Education Special Meeting on June 14, 2010; Marlene Nickerson seconded.

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

ABSTAIN: Mary Broderick, Beth Groeber, Al Littlefield

MOTION CARRIED

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

- A. Students' Representatives – no summer report
- B. Selectman's Representative – not present
- C. Town Building Committee Representative - not present
- D. Salem Board of Education Representative – not present
- E. Other Reporters - none

VI. CONSENT AGENDA – None

There were no objections to the following agenda addition: VII.B.4. Instruction Discussion: Proposed Elementary World Language Program Change

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion/action re: Proposed Incentive Payment to Pool Director for FY 10

Based upon the June 7, 2010 recommendation of the EL Aquatic and Fitness Center Committee and in accordance with the School Pool Management Agreement, an incentive payment in the amount of \$8,000 (\$4,000 for achievement of a breakeven year after a \$20,000 reserve for maintenance and an additional \$4,000 if the Board determines the East Lyme community is generally satisfied with the pool programs) was recommended for Pool Director Jack Stabach. The FY10 Profit and Loss Statement reflected a net income of \$45,640.64. The Board asked for a basic review of the pool programs offered and the fee structure prior to the next contract renewal.

MOTION: Mary Broderick moved to approve the proposed incentive payment of \$8,000 (\$4,000 for achievement of a breakeven year after a \$20,000 reserve for maintenance and an additional \$4,000 per the Board's determination that the East Lyme community is generally satisfied with the pool programs) to ELHS Pool Director Jack Stabach for FY10 as presented; Kevin Seery seconded.

VOTE: UNANIMOUS

MOTION CARRIED

2. Discussion/action re: Proposed CSDE FY 10-11 Healthy Food Certification Statement (ED-099)

The election remains the same as FY 09-10 as East Lyme Public Schools has elected not to participate in the program because the 10 cents per lunch to be provided by the State would not sufficiently offset the revenue loss. The district Wellness Committee will monitor the continuation of a healthy and balanced food service program.

MOTION: Kevin Seery moved to approve the proposed CSDE FY 10-11 Healthy Food Certification Statement (ED-099) certifying East Lyme as a non-participant in the program as presented; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

3. Discussion/action re: Proposed Food Service Contract with Chartwells

The State of CT has mandated that all food service management contracts be rebid. The Chartwells contract is for one-year with an agreement to four additional one-year renewals upon consent of both parties and has been recommended for approval by the FFO Committee. Although they were not the lowest bidder,

Chartwells will provide the largest new capital investment to improve school lunches which will result in higher annual revenues for the program.

MOTION: Rich Steel moved to approve the proposed one-year food service contract with Chartwells beginning July 1, 2010 through June 30, 2011 with an agreement to four additional one-year renewals based upon consent of both parties as presented; Al Littlefield seconded.

VOTE: UNANIMOUS **MOTION CARRIED**

4. Discussion/action re: Proposed One-Year Agreement Between East Lyme Board of Education and the Visiting Nurse Association (VNA) of SE CT, Inc.

The contract renewal for the period July 1, 2010 through June 30, 2011 reflects a 10% increase over the previous year's contract. The anticipated increase was included in the budget. Alternative service options have and will continue to be explored.

MOTION: Kevin Seery moved to approve the proposed one-year contract renewal between the East Lyme Board of Education and the Visiting Nurse Association (VNA) of SE CT, Inc. for the period July 1, 2010 through June 30, 2011 as presented; Marlene Nickerson seconded.

VOTE: UNANIMOUS **MOTION CARRIED**

5. Discussion/action re: Proposed Update to 403(b) Plan Document

The update corrects an omission in the contract to include the addition of ING as a third party administrator and to include post-retirement and Roth 403(b) contributions.

MOTION: Rich Steel moved to approve the proposed update to the 403(b) Plan Document with third party administrator ING and to include post-retirement and Roth 403(b) contributions as presented; Beth Groeber seconded.

VOTE: UNANIMOUS **MOTION CARRIED**

6. Discussion re: BOE Policy 1325 Advertising and Promotion as it Relates to Funding for the HS Athletic Complex

Recognizing the economic challenges in the district, Dr. Lombardo and the Finance, Facilities and Operations Committee requested full Board discussion to determine if the Board is receptive to pursuing respectful and tasteful advertising opportunities to obtain some additional revenues in support of the HS Athletic Complex. The Board discussed the need to explore fundraising opportunities that will minimize any negative impact to students while providing a means to draw additional revenues. It was agreed that #5 of the current policy allows for some latitude of flexibility regarding advertising and promotion, with case by case examples to be reviewed and approved by the Superintendent.

7. Discussion/action re: Proposed Change in First Student Bus Contract

ELPS requested a reduction of the 3% annual increase rate for the remaining years (through 2013) of the First Student transportation contract. The FFO Committee has recommended approval of First Student's proposal which over the next four years will result in a district cost savings of \$96,198.

MOTION: Mary Broderick moved to approve the proposed change in the First Student Bus Contract (1% increase in rate for 2010/2011 school year; 3% increase in rate for the 2011/2012 school year; 3% increase in rate for the 2012/2013 school year; use of current fleet and no vehicle older than 8 years old with an additional one-year extension of contract as follows: 2% increase in rate for the 2013/2014 school year) contingent upon compliance with laws regarding extension of contracts; Kevin Seery seconded.

VOTE: UNANIMOUS **MOTION CARRIED**

B. Instruction

1. Discussion/action re: Second Reading for Textbook Adoption; *Trigonometry* (ninth edition), author(s) Margaret L. Lial, John Hornsby, David Schneider and Callie J. Daniels, Publisher: Pearson Education; Copyright Date: 2009

MOTION: Kevin Seery moved to approve the textbook adoption of *Trigonometry* (ninth edition), author(s) Margaret L. Lial, John Hornsby, David Schneider and Callie J. Daniels, Publisher: Pearson Education; Copyright Date: 2009 as presented; Mary Broderick seconded.

VOTE: UNANIMOUS

MOTION CARRIED

2. Discussion/action re: Second Reading for Textbook Adoption: *Biology*, Author(s) Biggs and Magin, et.al.; Publisher: Pearson Prentice Hall; Copyright Date: 2009

MOTION: Marlene Nickerson moved to approve the textbook adoption of *Biology*, Author(s) Biggs and Magin, et.al.; Publisher: Pearson Prentice Hall; Copyright Date: 2009; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

3. Discussion re: First Reading for Textbook Adoption – *Vista Higher Learning Descubre Lengua y cultura de mundo hispanico* (Books 2 and 3), Publisher: Vista Higher Learning; Copyright Date: 2010, 1st edition

MOTION: Al Littlefield moved to approve the textbook adoption of *Vista Higher Learning Descubre Lengua y cultura de mundo hispanico* (Books 2 and 3), Publisher: Vista Higher Learning; Copyright Date: 2010, 1st edition; Kevin Seery seconded.

VOTE: UNANIMOUS

MOTION CARRIED

4. Discussion re: Proposed Change to Elementary Global Language Program
Based upon the recommendation of the Global Education Task Force and the ELPS administrators, Dr. Lombardo and Dr. Karen Costello presented the following proposed change to the elementary Global Language program: The present elementary program consists of 15 minutes of weekly Spanish instruction for grade 1 and 2 students and 25 minutes for grade 3 and 4. By eliminating the grade 1 and 2 Spanish instruction program and doubling the instruction time for grade 3 and 4 grade students to 50 minutes per week, elementary students would receive a more meaningful exploratory elementary Spanish program with better utilization of instructor time. The district's goal is to someday have a truly effective and meaningful elementary Spanish program of 90 minutes of instruction per week. The proposal is the first phase of a long term plan to afford students the opportunity to become proficient in 2 languages and have a working knowledge in another before they leave ELHS. Elementary parents and the general public will be given the opportunity to express their opinions and will be invited to submit feedback. Dr. Lombardo will update the Board at the next regular meeting on July 19.

C. Personnel

1. Discussion/action re: Proposed 2nd Year Unpaid Parenthood Leave of Absence for MS 1.0 Science Teacher Jay Gionet

This request is allowable under Article V.C.4. (Parenthood Leave) of the ELTA/BOE Contract.

MOTION: Kevin Seery moved to approve the second year unpaid parenthood leave of absence for MS 1.0 Science Teacher Jay Gionet for the 2010-2011 school year as presented; Marlene Nickerson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

2. Discussion/action re: Proposed Appointment of Special Education Coordinator (DW)

MOTION: Kevin Seery moved to approve the appointment of Kim Davis as the 1.0 Special Education Coordinator (DW) effective the start of the 2010/2011 school year with contracted days over the summer as needed; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

D. Policy

1. Discussion/action re: Second Reading of Board of Education Policy 3240 – Business/Tuition Fees
The AAA Committee recommended the revision of the current formula to include debt services.

MOTION: Mary Broderick moved to adopt BOE Policy 3240 – Business/Tuition Fees with a revision of the current formula to include debt services beginning July 1, 2010 as presented; Jaime Ellis seconded.

VOTE: UNANIMOUS

MOTION CARRIED

VIII. ADMINISTRATION REPORTS

A. Superintendent of Schools – Dr. James Lombardo

- The custodial/maintenance staff has offered one furlough day as a contribution to budget conservation measures for the 2010/2011 school year. Dr. Lombardo and the Board thanked them for their contribution.
- Graduation was fun!
- Dr. Lombardo and Don Meltabarger recently met with representatives from the EL Senior Center to discuss opportunities for seniors and students to work together, including what type of workshops, etc. would be mutually beneficial. More information will follow.

B. Business/Facilities Director – Mr. Don Meltabarger

IX. COMMITTEE REPORTS

A. Academics, Athletics and Activities Committee

Chair Laura Greenstein reviewed information in the minutes of 6/14/10 not previously discussed.

B. Finance, Facilities and Operations Committee

Chair Marlene Nickerson reviewed information in the minutes of 6/14/10 not previously discussed.

X. COMMUNICATIONS

A. Letter from Union President Randy Monk dated 6/14/10 re: Custodian/Maintenance Union agreement of one furlough day for 2010-2011

B. Letter from Children's Museum Executive Director Christy Hammond dated 6/14/10 re: TV-Turnoff Week Results

XI. NOTICES

A. Notice of the following 2010/2011 staffing changes:

1. Appointments

Hugh McKenney, Summer Computer Technician, DW, 7/1/10 – 8/31/10

Lionel Sherrer, 1.0 Custodian, HA, 6/14/10

2. Reassignments

Vidar Haaland, from .8/.2 FL/DW at HA to 1.0 School Psychologist, FL

Shannon Underwood, from 1.0 Elementary Teacher, NC to FL

Leslie Woods, from .8/.2 MS/HS to 1.0 Spanish Teacher, MS

3. Reassignment with Increase

Rebecca Edelman, increased from .6 to 1.0 Science Teacher, HS to MS (rescinds .6 FTE Reduction in Force)

4. Resignations
Annette Keramidas, 1.0 Facility Services Supervisor, DW, on or before 7/15/10
Megan Lautieri, 1.0 School Psychologist, MS, 6/18/10
Katherine Montague, 1.0 Instructional Aide (1:1), DW at MS, 6/18/10
Caleb Rose, .7 Teaching Assistant (1:1), DW at HS, 5/20/10
5. Reduction in Force (Certified)
Michael Manifold, reduced from .4 to .3 Career Education teacher, HS
6. Reduction in Force (Non-Certified)
Kate Brodaski, .5/.5 Instructional Aide (1:1), DW at FL/HA
Tom Cummings, 1.0 Instructional Aide (1:1), DW at MS
Diane Doherty, 1.0 Instructional Aide (1:1), DW at FL
Margaret Elkins, 1.0 Instructional Aide (1:1), DW at HS
Katherine Montague, 1.0 Instructional Aide (1:1), DW at MS
Caleb Rose, .7 Teaching Assistant (1:1), DW at HS
Angela Slane, 1.0 Instructional Aide (1:1), DW at HA
Gayle Thayer, 1.0 Instructional Aide (1:1), DW at MS

B. Notice of the following out of state field trips/athletic competitions:

1. MS students to the Bronx Zoo, Bronx, NY on Tuesday, October 19, 2010

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. Board Comments

- Congratulations to Dr. Lombardo who was recently elected to serve on the CASCD Board of Directors'
- The Board acknowledged the recent passing of Dr. Bill Kraham, former school physician for 17 years, and the contributions he made to the district. The Board's thoughts and prayers were extended to the family.
- Noted was the thoughtful graduation speech by interim ELHS Principal Jeff Provost. It was further poignant considering Jeff is an ELHS graduate.

B. Future Agenda Items

- Pool Fee Structure and Program Overview

XIII. PUBLIC COMMENT – None

A short break was held at 9:20 p.m.

XIV. EXECUTIVE SESSION

MOTION: Marlene Nickerson moved to enter into executive session at 9:24 p.m. and to include the Superintendent to discuss personnel issues and the Superintendent's 2009-2010 evaluation; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited executive session at 9:55

XV. ADJOURNMENT

MOTION: Al Littlefield moved to adjourn the meeting at 9:55 p.m.; Rich Steel seconded.

VOTE: UNANIMOUS

MOTION CARRIED

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