

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

Monday, June 9, 2014
Regular Public Meeting: 7:00 p.m.
Room B101 (INTV Room) - East Lyme High School

FILED IN EAST LYME
June CONNECTICUT
20, 2014 AT 12:15 AM/PM
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EAST LYME TOWN CLERK

REGULAR MEETING MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Jill Carini (arrived 7:13 p.m.), Candice Carlson, Rob Kupis, Marlene Nickerson, Pam Rowe, Barbara Senges, Jaime Barr Shelburn, Joe Arcarese

Board Members Absent: None

Administrators Present: Brian Reas (Asst. Superintendent), Dr. Karen Costello (Admin. for Program Improvement), Linda Anania (FL Principal), Dr. Judy DeLeeuw (MS Principal), Don Meltabarger (Finance and Facilities Director), Nancy Burdick

- I. **CALL TO ORDER** – The meeting was called to order at 7:10 p.m. by Chair Tim Hagen.
- II. **PLEDGE OF ALLEGIANCE** – Led by Chair Tim Hagen
- III. **PUBLIC COMMENT** - None at this time.
- IV. **APPROVAL OF MINUTES**

MOTION: Barbara Senges moved approval of minutes of the Board of Education May 27, 2014 Regular Meeting as amended (Page 5009 VII.5.Bullet #2 amended to read "Some Board members expressed concerns regarding the justification of operating costs for low student enrollment in the Coastal Connections Program"; Marlene Nickerson seconded.

VOTE PRO: Tim Hagen (Chair), Al Littlefield (Secretary), Jill Carini, Marlene Nickerson, Pam Rowe, Barbara Senges

ABSTAIN: Joe Arcarese, Candice Carlson, Rob Kupis, Jaime Barr Shelburn **MOTION CARRIED**

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education June 2, 2014 Retreat, Barbara Senges seconded.

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

ABSTAIN: Pam Rowe, Jaime Barr Shelburn **MOTION CARRIED**

V. SPECIAL REPORTS

A. Students' Representative – Kendall Roberts

- Spring sport championship updates
- Final exams begin this week
- Seniors planning and prepping for graduation
- Fabulous events last weekend - Senior Prom and ELHS Spectacular

B. Selectmen's Representative – Rob Wilson

- Bonds for Central Office roof replacement project, new network, new tennis courts at ELHS, new dump truck.
- The synergies of town services and the Board of Education are being examined.
- Board of Finance Meeting - Wednesday, June 11, 2014
- Town Meeting – Thursday, June 19, 2014

C. Salem Board of Education

- 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 of Rowing Equipment (Yamaha 8 HP Outboard Engine) to the EL BOE from the EL Rowing Association with an Approximate Value of \$1,800.00.
 - B. Proposed Donation to ELHS from the Stop & Shop A+ Awards Program in the Amount of \$1,710.14.
 - C. Proposed Donation to ELMS from the Stop & Shop A+ Awards Program in the Amount of \$1,370.56.
 - D. Proposed Donation of Musical Equipment (Suzuki $\frac{3}{4}$ Violin w/Hard Case and Bow) to the ELMS Music Department from the John Kopchik Family with an Approximate Value of \$560.00.
 - E. Proposed Donation of Musical Equipment (Viola w/Bow and Case) to the ELMS String Program from Mary Walsh with an Approximate Value of \$588.00).
- Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion re: Board of Education's 2014/2015 Budget Reduction of \$550,000 as Directed by the Board of Finance

Assistant Superintendent Brian Reas updated the Board regarding the following FY15 budget items:

- Pre-purchase of heating oil - Cost savings of approximately \$46,000.
- Hiring of certified staff – Expected to meet \$60,000 breakage in hiring new certified staff.
- Teacher evaluation plan requirements – 100% of certified staff will be evaluated with 1/3 having formal evaluations and 2/3 having informal observations.
- There is no anticipated budget surplus for FY 14.

Next Steps: At the next meeting, the Administration will report-out on its recommendations regarding the Board of Finance directed \$550,000 FY 15 budget reduction and the Board will take action.

2. Discussion re: Review of the Draft Proposed East Lyme and Salem High School Cooperative Agreement

The East Lyme representatives of the Salem/East Lyme Cooperative Study Group Committee presented the Board with an initial review of the draft proposed cooperative agreement for Salem students to continue to attend East Lyme High School. Although the current agreement is in effect until June 30, 2019, an approval of an extension of this agreement will assure that the 2015-16 incoming freshman students from Salem will be able to attend ELHS through graduation.

- The initial draft agreement has been sent to the Board attorney for review.
- The draft will be discussed at the Salem/East Lyme Cooperative Committee Meeting on 06/23/14.
- Additional meetings will be held and a proposed agreement will be presented to the Board for action by June 2015.

3. Discussion/action re: Proposed Demographic Study for ELPS Elementary Facilities Project and Committee Update

The East Lyme Elementary Facilities Steering Committee recommended a more comprehensive demographic study with the primary role of projecting K-4 student enrollment rates for the future. The current study does not take into account current and projected town building projects.

- Representatives from two firms were interviewed and NESDEC was chosen by the committee as the recommended firm to conduct the demographics study.
 - The depth of the information is appropriate for 2-3 years of budget deliberations.
 - Accurate information is essential in determining which option the Board will choose.

- The State will honor our updated demographic information for reimbursement purposes.
- The committee recommended taking the option of one elementary school off the table.
- The next East Lyme Elementary Facilities Steering Committee meeting is Tuesday, June 17, 2014, 4:00 p.m. at Niantic Center School.
- Community forums will be held in September 2014.

MOTION: Jaime Barr Shelburn moved to approve the proposed contract with NESDEC in the amount of \$6,240.00 for a demographic study for the ELPS Elementary Facilities Project as presented; Candice Carlson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

4. Discussion re: **ELPS School Climate Survey Results Presentation**

- The ELPS School Climate Survey Results Presentation was tabled until a future meeting.

B. Instruction

1. Discussion re: **First Reading for High School Textbook Adoption:**

World of Chemistry, author/editor: Zumdahl, Zumdahl, DeCoste, Publisher: Brooks/Cole, Copyright 2013

- **Recommended** for approval by Curriculum Council on 05/09/14
- **Reviewed** by AAA Committee on 06/09/14
 - Textbook is available at Central Office for review
- **Second** reading June 23, 2014

2. Discussion re: **First Reading for High School Textbook Adoption:**

Magruder's American Government, Standard Version and Foundation Series, Author/Editor: William A. McClenaghan, Publisher: Pearson, Copyright 2013

- **Recommended** for approval by Curriculum Council on 05/09/14
- **Reviewed** by AAA Committee on 06/09/14
 - Books are available at Central Office for review
- **Second** reading June 23, 2014

3. Discussion re: **First Reading for High School English Department Trade Book Adoption:**

a. **The Bonesetter's Daughter**, author Amy Tan

b. **Paper Towns**, author John Green

c. **Twisted**, author Laurie Halse Anderson

d. **Pride and Prejudice**, author Jane Austen

e. **Dreaming in Cuban**, author Cristina Garcia – *This book was removed from the list of Trade Book Adoptions based on a post-pilot student survey indicating that students were uncomfortable with the material.*

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

VIII. ADMINISTRATION REPORTS

A. Superintendent of Schools

B. Assistant Superintendent of Schools – Brian Reas

- Working with architect and elementary principals on educational specifications.
- Meeting with administrators and teachers to smooth out evaluation plan.
- ELMS transition day is Tuesday, June 17 and ELHS graduation is Wednesday, June 18, 2014.

- C. Business/Facilities Director – Don Meltabarger
 - No funds will be returned to the town this year by the Board of Education

IX. COMMITTEE REPORTS

- A. AAA Committee - Oral report of 06/09/14 meeting
 B. FFO Committee
 C. Policy Review Committee
 D. Alignment Research Ad hoc Committee
 E. East Lyme Elementary Schools Design Steering Committee – Next meeting 06/17/14, 4:00 p.m., Niantic Center School Library Media Center

X. COMMUNICATIONS

- A. The Viking Saga, Volume 47, Edition 19 dated 6/5/14

XI. NOTICES

- A. Notice of the following staffing changes:
 1. Appointments
 ▪ Shayne Anderson, 1.0 FTE Math Teacher, MS, 8/21/14
 ▪ Joanna Hildebrand, 1.0 FTE Family and Consumer Sciences Teacher, HS, 8/22/14
 2. Reassignments (Voluntary)
 ▪ Melissa Ewers from 1.0 FTE Elementary Teacher (Grade 1) to 1.0 FTE Language Arts consultant, FL, 8/22/14 for the 2014/2015 school year only
- B. Notice of the following out of state field trips: None at this time

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

- A. Board Comments
- B. Future Agenda Items
1. Professional Development Presentation – 6/23/14
 2. Review of District's Long Range Plan – Dr. Lombardo – June 2014
 3. Presentation of the Alignment Research Ad hoc Committee Findings Report to Include Additional Charge – June 2014
 4. Proposed Unexpended Education Funds Account – 5/13/14 with more discussion to follow
 5. Veterans' Day – J. Barr Shelburn – To be scheduled
 6. Climate Survey Results Presentation – B. Reas – To be scheduled
 7. Progress on Implementation of Teacher and Administrator Evaluation and Development Plan – J. Arcarese – To be scheduled
 8. Elementary School Facilities – Dr. Lombardo – Ongoing
 9. Review of BOE Bylaws and Policies – Dr. Lombardo – Ongoing
 10. Coastal Connections and 18-21 Year Old Transition Program Review – Late Sep 14
 11. Global Education Task Force Recommendation re: Elementary Program – Dr. Lombardo – AAA Committee 2/24/14 and BOE October 2014

XIII. PUBLIC COMMENT - None

The Board took a short break at 8:30 p.m.

XIV. EXECUTIVE SESSION

MOTION: Jamie Barr Shelburn moved to enter into executive session at 9:35 p.m. for the purpose of discussion of personnel issues and litigation.

VOTE: **UNANIMOUS**

MOTION CARRIED

The Board exited executive session at 8:33 p.m.

XV. ADJOURNMENT

MOTION: Jamie Barr Shelburn moved to adjourn the meeting at 8:50 p.m. Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully Submitted,

Albert Littlefield

Albert Littlefield, Secretary
East Lyme Board of Education