

EAST LYME BOARD OF EDUCATION
East Lyme, Connecticut

East Lyme Board of Education Minutes
Monday, April 26, 2011
Regular Board Meeting: 7:00 p.m.
Room B101 (INTV Room)
East Lyme High School

Board Members Present: Tim Hagen (Chair), Beth Groeber (Secretary), Jaime Barr, Mary Broderick, Melissa Ford, Laura Greenstein, Al Littlefield, Marlene Nickerson (arrived 7:12), Rich Steel

Board Members Absent: Kevin Seery

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

- I. **CALL TO ORDER** – 7:05 p.m.
- II. **PLEDGE OF ALLEGIANCE** – Led by Chair Tim Hagen and Superintendent Lombardo

Recognition of Digital Film Award Winners

CT State Department of Motor Vehicles and Traveler's Insurance
Teen Driving Video Contest

East Lyme High School

1st Place: Austin Begin, Cameron Lecce
2nd Place: Lee Brake, Caroline Regan, Kaley Roberts,
Page Burns, Madison Horner,
Kendall Roberts (East Lyme Middle School Student)

Digital Film Teacher: Mr. Grant Place

III. **PUBLIC COMMENT**

1. Madeline Miller, 28 Bush Hill Drive, Niantic, expressed concerns regarding the significant program alterations in the alternative education program, ie. the proposed Coastal Connections Program, and the per pupil cost associated with the program. She asked for clarification of the duties, assignments and salaries of the administrator, social worker, and job coach associated with the program. She requested that all subcommittee meetings be televised and encouraged the Board to avoid layoffs of current staff.

IV. APPROVAL OF MINUTES

MOTION: Jaime Barr moved approval of the minutes of the Board of Education Regular Meeting on March 28, 2011 as presented; Al Littlefield seconded.

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

ABSTAIN: Laura Greenstein

MOTION CARRIED

MOTION: Beth Groeber moved approval of the minutes of the Board of Education Special Meeting on April 4, 2011 as corrected (add Present: Al Littlefield); Jaime Barr seconded.

VOTE PRO: Tim Hagen, Beth Groeber, Jaime Barr, Al Littlefield, Marlene Nickerson, Rich Steel

ABSTAIN: Mary Broderick, Melissa Ford

MOTION CARRIED

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

A. Students' Representative – Jen Cordero and Sara Kukich

- Return from “spring break”
- Field trips to Italy and Germany provided great experiences for students
- School sports update – Girls' JV Lacrosse is undefeated and Varsity lost only one game
- AP exams will begin next week
- Junior Prom will be held on 5/21 from 7-10:30 p.m. at the Mystic Hilton with tickets on sale beginning 5/2
- East Lyme Spectacular Show is 5/20/11
- Pasta dinner fundraiser for American Cancer Society is 5/13 from 5:30 – 8:30 in cafeteria/commons
- East Lyme HS has three “Relay for Life” teams for 5/14 and 5/15•

B. Selectman's Representative – was not present

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

D. Salem Board of Education Representative – Stephen Buck

- Salem has elected to begin the search for a part-time Superintendent of Schools with a date of hire of 7/1/11

E. Other Reporters - None

VI. CONSENT AGENDA

MOTION: Jaime Barr moved approval of the proposed Consent Agenda as presented (A. Proposed Donation from Travelers to the ELHS Video Productions Program in the Amount of \$7,000.00 (\$4,000.00 first place winner and \$3,000.00 second place winner of 2011 CT DMV Teen Driving Video Contest); B. Proposed Donation from the Niantic Lions Charities Inc. to the ELHS Viking Band in the Amount of \$750.00; C. Proposed Donation from the Thomas L. Neilan & Sons Inc. Funeral Home to the ELHS Girls' Lacrosse Team in the Amount of \$500.00; Melissa Ford seconded.

VOTE: UNANIMOUS

MOTION CARRIED

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion re: FY 11 Budget Update as of March 31, 2011

The budget update as of March 31, 2011 was reviewed by the FFO Committee on April 11. A budget freeze remains in effect and the district expects to end the year with a \$300,000 surplus, returning \$250,000 to the town on June 30 as requested by the Board of Finance to be used to help fund the FY 12 budget.

2. Discussion re: FY 12 Budget Process Update

Initial discussion took place regarding the Board of Finance's reduction of \$460,000 to the Board of Education's proposed FY 12 budget. Discussions continue among administrators on where to cut the budget if we need to. New information has been received resulting in reductions in health insurance (approximately \$130,000), reducing the FY 12 budget to a 1.44% increase. The Board of Finance suggested that technology items be removed from the general fund budget and transferred to the capital fund budget to be financed by a 5-year lease. The budget process was described as a collaborative effort between the Boards' of Education, Selectmen, and Finance, that has resulted in a limited impact on students and taxpayers. The town referendum is scheduled for May 19 and reductions are expected to be identified at the May 23 Board of Education meeting.

3. Proposed Steps to Develop a Consensus on the Best Solution to Address ELPS Facilities Needs

The Finance, Facilities and Organizational (FFO) Committee recently reviewed a rough outline and timeline for proposed steps to develop a town consensus on the direction to proceed to address the long term facilities needs of the East Lyme Public Schools based on the district's feasibility report. The Facilities Vision Committee would be established and charged with developing and presenting to the Board of Education a vision and a plan to address the identified facilities needs of the district. Committee membership would include Board of Education representatives, community members, parents, teachers, and administrative representatives from the school district and the town. The committee would provide its recommendations to the Board in February 2012 in order to accommodate budget and capital planning for the 2012-2013 fiscal year. Robust discussion ensued with suggestions for town inclusiveness of the process, tapping the experience from the EL Middle School project, ensuring the committee has close communication with the Board of Education, consideration for the elementary students, and interweaving the vision, long range plan and the work of the task forces.

MOTION: Al Littlefield moved to establish the ELPS Facilities Committee to develop and present to the Board of Education a plan on the best solution to address the East Lyme Public Schools facilities needs; Marlene Nickerson seconded.

MOTION: Mary Broderick moved to establish the ELPS Facilities Vision Committee to develop and present to the Board of Education a vision and a plan on the best solution to address the East Lyme Public Schools facilities needs; Marlene Nickerson seconded.

VOTE: UNANIMOUS

MOTION CARRIED

B. Instruction

1. Discussion/action re: Second Reading for High School Textbook Adoption, *Calculus Single Variable* (5th edition) Author(s): Hughes-Hallett, Gleason, McCallum, et.al. Publisher: John Wiley and Sons, Inc. Copyright Date: 2009

The current calculus BC textbook is no longer accepted by UCONN. The proposed textbook was recommended by Curriculum Council, the Academics, Athletics and Activities Committee, and presented to the full Board on March 28, 2011.

MOTION: Mary Broderick moved the textbook adoption of *Calculus Single Variable* (5th edition) Author(s): Hughes-Hallett, Gleason, McCallum, et.al. Publisher: John Wiley and Sons, Inc. Copyright Date: 2009, as presented; Jaime Barr seconded.

VOTE: UNANIMOUS

MOTION CARRIED

2. Discussion/action re: Second Reading for High School Textbook Adoption, *Chemistry* (8th edition)
Author(s): Zumdahl and Zumdahl Publisher: Houghton Mifflin Company, Copyright Date: 2009
 The current chemistry textbook is over 10 years old. The proposed textbook was recommended by Curriculum Council, the Academics, Athletics and Activities Committee and presented to the full Board on March 28, 2011.

MOTION: Jaime Barr moved adoption of *Chemistry* (8th edition) Author(s): Zumdahl and Zumdahl Publisher: Houghton Mifflin Company, Copyright Date: 2009, as presented; Beth Groeber seconded.

VOTE: UNANIMOUS

MOTION CARRIED

3. Discussion re: First Reading for High School English Textbook (Tradebook) Adoption

- a. American Literature 10th Grade Honors A and B level English classes at ELHS

American Born Chinese. Author: Gene Luen Yang. Pub. Co.: Roaring Brook Press-Holtzbrinck Publishings-Holdings, 2006

Cost: \$16.82 per text X 90=\$1,513.80

- b. Junior/Senior Skill Building English classes at ELHS

Crash. Author: Jerry Spinelli. Pub. Co.: Yearling-Random House 1996

Cost: \$9.00 per text X 90=\$810.00

- c. American Literature classes at ELHS

Phineas Gage. Author: John Fleischman. Pub.Co.: HmCo., 2002

Cost: \$11.22 per text X 90= \$1009.80

- d. American Literacy Experience 10th Grade Honors A and some B level English classes at ELHS

Plainsong. Author: Kent Harut. Pub. Co.: Vintage (3rd edition) 2000

Cost: \$14.02 per text X 90=\$1,261.80

- e. English 9 classes at ELHS

The Arrival. Author: Shaun Tan. Pub.Co.: Arthur A. Levine Books, 2007

Cost: \$11.89 per text X 90= \$1070.10

- f. AP English classes at ELHS

The Bell Jar. Author: Silvia Plath. Pub. Co.: Harper Perennial, 2005

Cost: \$14.02 per text X 90=\$1,261.80

- g. 9th Grade English classes at ELHS

The Book Thief. Author: Markus Zusak. Pub. Co.:Knopf Books for Young Readers: (1st edition) 2006

Cost: \$12.65 per text X 90=\$1,138.50

- h. 9th Grade English classes at ELHS

The House of the Scorpion. Author: Nancy Farmer. Pub. Co.:Atheneum/Richard Jackson Books.: (1st edition) 2002

Cost: \$11.25 per text X 90=\$1,012.50

- i. World Literature classes at ELHS

The Namesake. Author: Jhumpa Lahiri. Pub.Co.: HMCo, 2003

Cost: \$14.72 per text X 90= \$1,324.80

- j. American Literacy Experience classes at ELHS

The Secret Life of Bees. Author: Sue Monk Kidd. Pub.Co.: Penguin, 2002

Cost: \$14.75 per text X 90= \$1,327.50 *Chemistry 8th edition*. Author(s): Zumdahl and Zumdahl

Total trade book cost: \$11,730.60

The trade books have been recommended by Curriculum Council and the AAA Committee and are available for viewing in the Central Office. A second reading is scheduled for May 23, 2011.

4. Discussion re: Presentation of New England Association of Schools and Colleges (NEASC) Report for East Lyme High School – November 7 – 10, 2010 Visit

ELHS Principal Mike Susi reviewed the three-fold NEASC accreditation process to include: 1) the self-study conducted by the local professional staff; 2) the on-site evaluation conducted by the Commission on Public Secondary Schools visiting committee; and 3) the follow-up carried out by the school to implement the findings of its own self-study and the valid recommendations of the visiting committee and those identified by the Commission in the follow-up process.

Following the on-site evaluation conducted by the Commission on Public Secondary Schools visiting committee, the NEASC Report was prepared and submitted to the district/school. It is a professional appraisal of the school as it appeared to the visiting team and it provides a blueprint for the administration, faculty and officials to use to improve the quality of programs and services for the students in East Lyme High School. The committee found the quality of education and standards very high, despite the significant flux in leadership. It commended the contributions of the entire faculty and staff for their dedication. Some significant commendations and recommendations were also noted:

- Focus on being mission driven – The school mission should be updated every few years
- Curriculum development and use of rubrics with focus on data feedback
- Equal access and equity of education throughout all levels
- Professional development

Responses and plans for addressing recommendations are being compiled. The NEASC Report will be forwarded to the Commission which will make a decision on the accreditation of East Lyme High School. To monitor the school's progress in the follow-up program, the Commission requires routine Two- and Five-Year Progress Reports documenting the current status of all evaluation report recommendations. Continued accreditation requires that the school be reevaluated at least once every ten years and that it shown continued progress addressing identified needs. Principal Susi publically thanked the high school staff for their time and effort over the last two years and for the work they continue to do. The report will be available next week for viewing.

5. Discussion re: 2009-2010 Strategic School Profile for East Lyme Public Schools

Dr. Lombardo highlighted significant district wide findings of the CT State Department of Education's 2009-2010 Strategic School Profile Report for East Lyme Public Schools. The ELPS district remains competitive at the state level and within our DRG as providing a quality education for a fair cost. Some features of the report were noted as being watched, including CMT scores of 3rd grade students, declining additional expenditures (per student) for land/buildings/debt service, a slightly higher SPED population (and associated SPED costs) relative to DRG and state. The profile is available on the district website.

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

VIII. ADMINISTRATION REPORTS

A. Superintendent of Schools – Dr. James Lombardo

Dr. Lombardo clarified public comment questions regarding the current Alternative Education Program, the new Coastal Connections Program and the new district wide social worker position. He explained that the current alternative education program is not adequately serving students and reviewed information pertaining to the mission, progress and recommendations of the Alternative Education Task Force. Taking advantage of grant money to fund the 0.5 FTE principal position is an opportunity to begin the restructuring. The new Coastal

Connections Program will provide a rigorous academic learning program combined with work internship opportunities for students who would benefit from an alternative way of learning. The new social worker will be secured through a partnership with Child and Family Services and will service the district.

- B. Assistant Superintendent for Special Education and Pupil Personnel – Mr. Brian Reas
 - 1. Counselor Michelle Dean, Science Teacher Holly Buckley and three high school students have returned from South Africa and will present to the Board on May 23
 - 2. Administrators are finishing up their challenge by Dr. Lombardo of performing 100 learning walks during this school year
- C. Business/Facilities Director – Mr. Don Meltabarger had no report

IX. COMMITTEE REPORTS

- 1. EL BOE Academics, Athletics and Activities (AAA) Committee Minutes of 4/4/11
- 2. EL BOE Finance, Facilities and Operations (FFO) Committee Minutes of 4/11/11

X. COMMUNICATIONS

- A. 2011 TEAM Program Completion – ELPS Teachers

XI. NOTICES

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

- 1. Appointments
 - Robert Harris, .5 Custodian, FL, 3/11/11
 - Ryan Hesney, Daycare Aide, FL, 2/3/11
 - Keith Kohanski, .45 School Aide, FL, 2/1/11 – 6/22/11
 - Jeff Mainetti, 1.0 Kindergarten Long-Term Substitute Teacher, HA, on or about 5/9/11 – 6/22/11
 - Brionna Neault, .40 Daycare Aide, HA, 4/4/11 – 6/22/11
 - Genevieve Pasutto, School Aide, FL, 3/11/11 – 6/22/11
 - Sandra Ruth, .2 Music Long-Term Substitute Teacher, 3/28/11 – 6/22/11
- 2. Retirements
 - Douglas Medley, 1.0 Custodian, HS, 4/6/11
- 3. Resignations
 - Melissa (Meadows) Berardelli, 1.0 Math Teacher, MS, 6/23/11
 - Maegan Greaney, 1.0 Elementary Teacher, FL, 6/23/11
 - Christine Pilarski, .75 Instructional Aide, FL, 4/8/11
 - Amy Schneider, .2 Music Teacher, MS, 4/6/11
 - Monica Santos, 1.0 Special Education Teacher, DW at FL, 6/23/11
- 4. Supplemental Appointments (2010/2011)
 - Mike Regan, Women's Outdoor Track Volunteer Coach, HS*

*Not a member of the ELPS professional staff

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

- 1. ELHS students to Exhibition Hall at Times Square and the American Museum of National History, NYC, NY on Friday, 4/8/11

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

- A. Board Comments

- 1. Mary Broderick congratulated HS custodian Doug Medley on his recent retirement.
- 2. Rich Steel commended the SAGA editorial by Emily Mooradian, "Talk Less; Say More"
- 3. Jaime Barr encouraged the public to attend the next Alcohol and Substance Abuse Prevention Meeting on Thursday, May 19, 2011, 7:00 p.m., ELHS Auditorium where a speaker will be present.
- 4. Tim Hagen paid tribute to Mary Broderick who was recently inducted as the National School Board Association's President and encouraged Board members to visit
- 5.

<http://schoolboardnews.nsba.org/2011/04/broderick-the-liberty-to-fly/> to view her speech on high performing school districts.

B. Future Agenda Items

1. Second Reading for High School Textbook Adoption, English Trade Books – 5/23/11
2. Introduction of Chartwells Manager Missy Leveille – 5/23/11
3. Proposed District Long Range Plan for 2010-2013 – Spring 2011
4. ELMS Gym Uniform Program
5. Recognition of Student Athletes

XIII. PUBLIC COMMENT

1. Madeline Miller, 28 Bush Hill Drive, thanked Dr. Lombardo for clarification on her previous public comment questions. She encouraged the Board to televise subcommittee meetings, be visionary when considering facility options and to avoid teacher layoffs.
2. Tina Carrico, 16 Burnap Road, expressed class size concerns if combining elementary schools.

A short break was held at 9:53 p.m.

IVX. EXECUTIVE SESSION

MOTION: Jaime Barr moved to enter into executive session at 9:58 p.m. and to include the Superintendent to discuss personnel and student issues; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited executive session at 10:15 p.m.

XV. ADJOURNMENT

MOTION: Jaime Barr moved to adjourn the meeting at 10:15 p.m.; Al Littlefield seconded.

VOTE: UNANIMOUS

MOTION CARRIED

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

