

No official until approved by the East Lyme Board of Education on June 8, 2009

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

**Tuesday, May 26, 2009
Retiring Teachers Reception: 6:30 P.M.
Regular Meeting: 7:30 P.M.
INTV Room B101
East Lyme High School**

Regular Meeting

Board Members Present: Kevin Seery (Chair), Beth Groeber (Secretary), Mary Broderick, Jaime Ellis, Melissa Ford, Laura Greenstein, Tim Hagen, Al Littlefield, Richard Steel

Board Members Absent: Marlene Nickerson

Administrators Present: Paul Smotas, Paul Freeman, Karen Costello, Judy DeLeeuw, John Sullivan, Don Meltabarger

- I. CALL TO ORDER** - 7:30 p.m.
- II. PLEDGE OF ALLEGIANCE** – Led by Jaime Ellis
- III. PUBLIC COMMENT**
1. Dan Stanavage, 96 Stanavage Road, Colchester, has previously served on the Salem Board of Finance and asked the Board to consider an exception to allow former Board members to award a diploma to their child upon graduation from ELHS.

East Lyme High School Student Recognition Ceremony

Governor's Scholar Semi-Finalist
Brienne Mirecki, Grade 11

CT Association of Boards of Education Student Leadership Award Winners
Ryan Baldassario, Grade 12
Sara Schwartz, Grade 12

IV. APPROVAL OF MINUTES

MOTION: Al Littlefield moved approval of the minutes of the Board of Education Regular Meeting on May 12, 2009; Melissa Ford seconded.

VOTE PRO: Kevin Seery, Beth Groeber, Mary Broderick, Jaime Ellis, Melissa Ford, Laura Greenstein, Tim Hagen, Al Littlefield, Marlene Nickerson

ABSTAIN: Richard Steel

MOTION CARRIED

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

- A. Students' Representative – Sara Schwartz and Tasmia Khan
- Great weather for Six Flags Physics trip
 - Orchestra, band and choral students recently participated in the Great East Music Festival, Six Flags, MA
 - Girls' Track finished 2nd at ECC, States are Tuesday
 - Boys' Tennis Team is undefeated
 - Upcoming athletic events
 - Boys' State (Outstanding Student Leaders) – Craig Van Alsten, Stephen Clement, Ross Sanfilipo, Mickey Fiorillo and Girls' State – Tasmia Khan, Rose Carver, Kelsey Nickerson, Becky Smith
 - ELHS Envirothon Team finished 5th out of 38 teams
 - Senior Prom next weekend at the Mashantucket Pequot Museum
 - Seniors are attending college orientations
 - Spanish National Honor Society induction is 5/27/09
 - Awards Night for underclassmen is 6/2/09
- B. Selectmen's Representative – Pamela Rowe was not present
- C. Building Committee Representative – Gerard Burkhardt – was not present
- D. Other Reporters - None

VI. CONSENT AGENDA - None

VII. DISCUSSION/ACTION ITEMS

- A. Finance/Facilities/Community
1. Discussion/action re: Proposed 2009-2010 Federal Special Education Grant Programs
Dr. Paul Smotas presented the applications for 2009-2010 federal special education grants. Grants included the district special education grant and the preschool grant which totaled \$492,595 and \$12,251 respectively. Additional funds are expected from the stimulus plan.

MOTION: Jaime Ellis moved to approve the applications for federal special education grants for the 2009-2010 fiscal year; Melissa Ford seconded.

VOTE: Unanimous

MOTION CARRIED

2. Discussion re: 2008-2009 Budget Update
The Budget Subcommittee met prior to the Board meeting. Committee Chair Tim Hagen provided an update of the FY 09 budget status with an estimated balance of \$195,000. It was noted that a savings of \$300,000 was realized as a result of unfilled positions, long-term substitutes and breakage fees from 29 new teachers being hired at the start of the school year. Currently, there is a projected deficit of -\$13,031 in Special Education. Concern continues that the State of CT will reduce our excess cost reimbursement from 90% to 75% given the State deficit. If that occurs, an additional deficit of -\$135,000 is projected.
3. Discussion re: 2009-2010 Budget
The 2009-2010 Town Budget was adopted by an overwhelming margin. Adstaff met today to discuss staff adjustments and Dr. Smotas will consult with bargaining units this week before finalizing staffing. A concentrated effort is being made by the administration to provide speedy notification to all affected staff. As a result of the Futures Health Core evaluation, two school buses will be eliminated which will result in savings of \$70,000. The Board will review and finalize the 2009/2010 Budget on June 8.

4. Discussion/action re: Proposed Donation of Crew Equipment/Assets from the East Lyme Rowing Association to the East Lyme Public Schools
Due to an administrative oversight, the equipment/assets purchased through the East Lyme Rowing Association fundraisers were not previously approved as donations to the Board of Education.

MOTION: Jaime Ellis moved to approve the donation of crew equipment/assets from the East Lyme Rowing Association to the East Lyme Public Schools with a value of \$126,450.00, as presented; Tim Hagen seconded.

VOTE: Unanimous

MOTION CARRIED

B. Instruction

1. Discussion re: 1st Reading for Textbook Adoption: **Geometry (Concepts and Skills)**, Author(s): Larson, Boswell and Stiff, Publisher: McDougal Littell, Copyright Date: 2003
The readability report of the Grade 10 Geometry B textbook was provided. The textbook was approved by Curriculum Council and is available at Central Office for viewing. Math Curriculum Instructional Leader Steve Hargis addressed the Board's questions and noted that, if approved, the copyright date of the textbook will actually be 2010. The second reading is scheduled for June 22, 2009.
2. Discussion re: 1st Reading for Textbook Adoption: **Intro Stats.**, Author(s): DeVaux, Vellerman and Bock, Publisher: Pearson Addison Wesley, Copyright Date: 2009
The readability report of the Grade 12 Introduction to Probability and Statistics textbook was provided. This textbook was approved by Curriculum Council and is available at Central Office for viewing. Math Curriculum and Instructional Leader Steve Hargis addressed the Board's questions. The second reading is scheduled for June 22, 2009.
3. Discussion/action re: Proposed 2009-2010 East Lyme Middle School Student/Parent Handbook
ELMS Principal Judy DeLeeuw outlined proposed minor changes to next year's handbook and the addition of sections on Scientific Based Interventions (SRBI) and Positive Behavior Support (PBS).

MOTION: Al Littlefield moved to approve the proposed 2009/2010 East Lyme Middle School Student/Parent Handbook as amended (Page 7 Scientific Research Based Intervention - change wording to be more user friendly; Page 8 Communication - spelling corrections Laura Greenstein and Don Meltabarger); Tim Hagen seconded.

VOTE: Unanimous

MOTION CARRIED

C. Personnel

1. Discussion/action re: Proposed Early Retirement Incentive Plan for ELPS Secretaries
The 2009-2010 Budget reflects a reduction of four (4) secretarial/library staff. As an attempt to avoid an involuntary reduction in force, the Board of Education proposed an early retirement incentive plan to members of the secretarial bargaining unit and the Central Office confidential secretarial staff. Under this plan, secretaries would have the option of two (2) years of free, self-only medical insurance or a cash payout of \$5,000 per year for two (2) years. Two (2) members of the secretarial bargaining unit applied for inclusion in the plan with a 2009-2010 approximate savings of \$77,000. A middle school secretary, Rowena James, retired in January 2009 and will not be replaced.

MOTION: Al Littlefield moved to approve the proposed ELPS Early Retirement Incentive Plan for two members of the secretarial bargaining unit, Carol Geluso and Linda Scacciaferro, effective June 30, 2009, as presented; Jaime Ellis seconded.

VOTE: Unanimous

MOTION CARRIED

- D. Policy
- E. Other

VIII. ADMINISTRATION REPORTS

- A. Superintendent of Schools – Dr. Paul Smotas had no report.
- B. Assistant Superintendent of Schools - Mr. Paul Freeman
At the advice of School Medical Advisor Dr. Vijay Sikand and the Visiting Nurses Association, notification went home to ELMS parents of a student with whooping cough. In accordance with the ELPS Immunization Exemption Form, parents of middle school students who have not been vaccinated for whooping cough were notified that their children are required to stay home from school for 14 calendar days. Educational support and school work will be provided for those students.
- C. Business Manager - Mr. Don Meltabarger had no report.

IX. COMMITTEE REPORTS

- A. Budget Committee
- B. Policy Committee
- C. Community Relations Committee
- D. Personnel Policy Committee
- E. Long Range Planning Committee
- F. Buildings & Grounds Committee – Next meeting is Tuesday, June 2, 2009, 5:30 p.m., EL Town Hall
- G. Elementary/Middle School Enhancement Committee
- H. Substance Abuse Ad Hoc Committee (ASAP)
- I. School Calendar Ad Hoc Committee
- J. East Lyme Aquatic and Fitness Center Committee
- K. Early Childhood Ad Hoc Committee
- L. Other Committee Reports

X. COMMUNICATIONS

- A. ELHS Viking Saga, Volume 42, Edition 18, 5/14/09
- B. Town of East Lyme Financial Report, McGladrey & Pullen, dated 6/30/08 (available at Central Office)
- C. Community Reports and Pictures from O Ambassadors
- D. CSDE Letter to Principals re: Student Participation Rates dated 5/11/09

XI. NOTICES

- A. Notice of the following staffing changes:
 - 1. Appointments - None
 - 2. Increases/Decreases in FTE - None
 - 3. Reassignments - None
 - 4. Resignations
 - Amy Lloyd, .5 Teaching Assistant, HS, 6/24/09
 - Richard Girr, Men's Crew Head Coach, HS, 4/28/09
 - Giancarlo Saluti, 1.0 Teaching Assistant, HS, 5/12/09
 - 5. Supplemental (08/09)
 - Ray Campbell, Men's Crew Head Coach, HS (second half of season)
- B. Notice of the following out of state field trip – None

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

- A. Board Comments
- B. Future Agenda Items
 - 1. 6/8/09 - Futures Health Core Report

XIII. PUBLIC COMMENT – No public comment.

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

XIV. EXECUTIVE SESSION

MOTION: Jaime Ellis moved to enter into executive session at 8:45 p.m., to include the Superintendent and Assistant Superintendent, for the purpose of personnel/collective bargaining discussion; Tim Hagen seconded.

VOTE: Unanimous

MOTION CARRIED

The Board exited executive session at 9:34 p.m.

XV. ADJOURNMENT

MOTION: Jaime Ellis moved to adjourn the meeting at 9:34 p.m.; Laura Greenstein seconded.

VOTE: Unanimous

MOTION CARRIED

Respectfully submitted,
Elizabeth Groeber/lb
Elizabeth Groeber, Secretary
East Lyme Board of Education