

No official until approved by the East Lyme Board of Education on June 22, 2009

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

**Monday, June 22, 2009
Regular Meeting: 7:30 P.M.
Library Media Center
Flanders School**

Regular Meeting

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

Board Members Absent: Laura Greenstein

Administrators Present: Paul Freeman, Karen Costello, Lucy Schuman, Don Meltabarger

- I. **CALL TO ORDER** - 7:30 p.m.
- II. **PLEDGE OF ALLEGIANCE** – Led by Melissa Ford
- III. **PUBLIC COMMENT** - None
- IV. **APPROVAL OF MINUTES**

MOTION: Marlene Nickerson moved approval of the minutes of the Board of Education Regular Meeting on June 8, 2009; Jaime Ellis seconded.

VOTE PRO: Kevin Seery, Beth Groeber, Mary Broderick, Jaime Ellis, Tim Hagen, Al Littlefield, Marlene Nickerson, Richard Steel

ABSTAIN: Melissa Ford

MOTION CARRIED

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

- A. Students' Representative – Sara Schwartz and Tasmia Khan
 - Senior activities update
 - Sara and Tasmia thanked the Board for the knowledge they have acquired while serving as student representatives. Tasmia will return in the fall to serve another term while Sara will move on to attend the American University in Washington, D.C. The Board wished Sara well and thanked her for her service.
 - A tag sale will be held by the junior class in August
- B. Selectmen's Representative – Pamela Rowe spoke of water conservation measures and the recycling pilot Program for East Lyme. More information is available on the town website. Celebrate East Lyme will be held on July 18, 2009. The Board of Selectmen will meet once a month in July and August.
- 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

B. Instruction

1. Discussion/action re: Second Reading for Textbook Adoption – *Geometry (Concepts and Skills)*, Authors: Larson, Boswell and Stiff, Publisher: McDougal Littell, Copyright Date: 2003

MOTION: Mary Broderick moved to approve for adoption the proposed ELHS textbook entitled *Geometry (Concepts and Skills)*, Authors: Larson, Boswell and Stiff, Publisher: McDougal Little, Copyright Date 2010 as presented; Tim Hagen seconded.

VOTE: Unanimous

MOTION CARRIED

2. Discussion/action re: Second Reading for Textbook Adoption – *Intro Stats*, Authors: DeVeaux, Vellerman and Bock, Publisher: Pearson Addison Wesley, Copyright Date: 2009

MOTION: Mary Broderick moved to approve for adoption the proposed ELHS textbook entitled *Intro Stats*, Authors: DeVeaux, Vellerman and Bock, Publisher: Pearson Addison Wesley, Copyright Date 2009 as presented; Jaime Ellis seconded.

VOTE: Unanimous

MOTION CARRIED

C. Personnel

1. Discussion/action re: Proposed 2009-2010 ELPS Salary and Benefit Schedule for Non-Certified/Non-Affiliated Staff

The Personnel Policy Subcommittee (Non-Certified/Non-Administrative) recommended approval of a 3% salary increase for all non-certified/non-affiliated staff with no change in benefits and no daily rate change for substitutes.

MOTION: Al Littlefield moved to approve the 2009/2010 ELPS Non-Certified/Non-Affiliated Salary and Benefit Schedule (3% salary increase/no change in benefits) with no daily rate change for substitutes as presented; Jaime Ellis seconded.

VOTE: Unanimous

MOTION CARRIED

2. Discussion/action re: Proposed 2009-2010 ELPS Paraprofessional Handbook

The Personnel Policy Subcommittee (Non-Certified/Non-Administrative) distributed the proposed 2009/2010 ELPS Paraprofessional Handbook. Suggested changes include the removal of the 2009-2010 pay schedule, payroll calendar and school calendar. Further suggestions may be sent to Paul Freeman. The handbook will be presented to the Board on July 27, 2009. No action was taken. Al Littlefield thanked the paraprofessional staff for their dedication and service.

D. Policy

1. Discussion/action re: Second Reading – BOE Policy 1220 Community Relations/Citizen Advisory Committees

The Policy Subcommittee reviewed the policy and recommended reaffirmation with no changes.

MOTION: Mary Broderick moved reaffirmation of BOE Policy 1220 Community Relations/Citizen Advisory with no changes as presented; Jaime Ellis seconded.

VOTE: Unanimous

MOTION CARRIED

2. Discussion/action re: Second Reading – BOE Policy 1360 Community Relations/Naming Schools and School Facilities

The Policy Subcommittee reviewed the policy and recommended reaffirmation of the policy with no changes.

MOTION: Mary Broderick moved reaffirmation of BOE Policy 1360 Community Relations/Naming Schools and School Facilities with no changes as presented; Marlene Nickerson seconded.

VOTE: Unanimous

MOTION CARRIED

3. Discussion/action re: Second Reading – BOE Policy 2234 Administration/Treatment of Outside Reports

The Policy Subcommittee reviewed the policy and recommended reaffirmation of the policy with no changes.

MOTION: Mary Broderick moved affirmation of BOE Policy 2234 Administration/Treatment of Outside Reports with no changes as presented; Jaime Ellis seconded.

VOTE: Unanimous

MOTION CARRIED

4. Discussion re: First Reading – BOE Bylaw 9323 Bylaws of the Board/Construction of the Agenda

The Policy Subcommittee reviewed Bylaw 9323 and recommended revising the requirements of posting the agenda. Proposed changes or recommendations may be sent to Mary Broderick or Paul Freeman. The second reading is scheduled for July 27, 2009.

5. Discussion re: First Reading – BOE Policy 3440 – Business and Non-Instructional Operations/Inventories

The Policy Subcommittee recommended adding a new policy to maintain an inventory system for district equipment with a current value in excess of \$5,000.00. The policy is also recommended by CABE. Proposed changes or recommendations may be sent to Mary Broderick or Paul Freeman. The second reading is scheduled for July 27, 2009.

6. Discussion/action re: Second Reading – BOE Policy 1325 Community Relations/Advertising and Promotion

The Policy Subcommittee has reviewed this policy at multiple meetings and has met with ELHS English Teacher/ Newspaper Advisor Jeff Beale and student representatives from the Viking Saga. The policy was unaltered from the first reading and was recommended for approval.

MOTION: Mary Broderick moved to approve BOE Policy 1325 Community Relations/Advertising and Promotion as presented; Jaime Ellis seconded.

VOTE: Unanimous

MOTION CARRIED

E. Other

VIII. ADMINISTRATION REPORTS

- A. Superintendent of Schools – was excused.
- B. Assistant Superintendent of Schools - Dr. Paul Freeman
 - End of year activities report
 - Notification of Capital Budget Meeting on June 25, 2009 at Town Hall
 - Reported on the Flanders Playground study results
- C. Business Manager - Mr. Don Meltabarger
 - Solar system is back online after a power outage last week

IX. COMMITTEE REPORTS

- A. Budget Committee
- B. Policy Committee – Update of 6/17/09 meeting
- C. Community Relations Committee
- D. Personnel Policy Committee – Update of 6/22/09 meeting
- E. Long Range Planning Committee
- F. Buildings & Grounds Committee – Jaime Ellis gave an update of the 6/22/09 meeting. The Committee recommends 1) following the bid process for excavation and 2) sod versus turf. High school tennis courts and boilers will be discussed at the Capital Improvement Meeting on 6/25/09 at Town Hall.
- G. Elementary/Middle School Enhancement Committee
- H. Substance Abuse Ad Hoc Committee
- I. School Calendar Ad Hoc Committee
- J. East Lyme Aquatic and Fitness Center Committee
- K. Early Childhood Ad Hoc Committee – The committee met last week. Dr. Costello will review collected information. Next steps were discussed and recommendations will be forwarded to the Futures Committee.
- L. Other Committee Reports

X. COMMUNICATIONS

- A. ELHS Viking Saga, Volume 42, Edition 20, 6/11/09
- B. Omnibus, ELHS's Literary Arts Magazine, 6/09
- C. CABE/CAPSS Convention Brochure "Making the Right Choices: Focus on Student Learning", 11/20-21/09
- D. CABE/CAPSS Convention Brochure "Showcase Your Talented Students", 11/20-21/09
- E. ELPS Summer Reading Lists are available on school websites

XI. NOTICES

- A. Notice of the following staffing changes:
 - 1. Appointments (2009/2010):
 - Annette Keramidas, 1.0 Facility Services Supervisor, DW, 7/1/09
 - 2. Increases/Decreases in FTE (voluntary) 2009/2010:
 - Heather Fried, 1.0 Science Teacher (.6 HS and .4 Alt Ed) to .6, HS
 - 3. Increases/Decreases in FTE due to budget reductions (2009/2010):
 - Sam Faulkenberry, 1.0 Technology Education Teacher, MS to .4, MS (Recall list)
 - James Littlefield, .4 to .3 Social Studies Teacher, HS
 - Michael Manifold, 1.0 to .4 Career Education Teacher, HS (Recall list)
 - Robin Shabunia, .4 to .25 Physical Education Teacher, MS (Recall list)
 - Leslie Woods, 1.0 to .7 Spanish Teacher, MS (Recall list)
 - 4. Reassignments due to budget reductions (2009/2010):
 - James Clark, from 1.0 Technology Education HS to .4 HS and .6 MS
 - Daniel Crowley, 1.0 English Teacher, HS to .8, HS and .2, Alternative Ed HS (accepts .8 HS only)
 - Christina Davis, 1.0 Special Education Teacher from MS to FL
 - Maegan Greaney, 1.0 Special Education Teacher, DW @ HA to 1.0 Elementary Teacher, FL
 - Lisa Keller, 1.0 Art Teacher, .85 FL/.15 MS to .85 FL/.15 HA
 - Kathleen Sterling, 1.0 Elementary Teacher, NC to .5 NC and .5 FL
 - 5. Reassignment and Reduction in FTE (2009/2010):
 - Stacia Halko, 1.0 Art Teacher, .85 HA/.15 MS to .7, HA (Recall list)
 - 6. Elimination of Services Due to Budget Reductions (2009/2010):
 - David Casco, .2 Technology Education Teacher, MS
 - Sandra Ruth, .3 Music Teacher, MS
 - Nataliya Sidorva, .6 French Teacher, HS (Recall list)
 - Shannon Underwood, .5 Elementary Teacher, FL (Recall list)
 - 7. Termination of Services:
 - Mathew O'Grady, 1.0 Math Teacher, HS (Hired for 08/09 only)
 - Bonnie Smithers, 1.0 Long Term Substitute Spanish Teacher, HS (Hired for 08/09 only)
 - 8. Retirement:
 - Margaret (Peg) Miller, 1.0 Reading/Language Arts Consultant, FL, 6/30/09

9. Resignation:

- Kathryn Sassu, 1.0 Principal, FL, 8/30/09

B. Notice of the following out of state field trip – None

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. Board Comments

1. The Board is waiting expectantly for the Health Core Futures Report
2. Newsweek has recognized ELHS as the top 768th high school in the nation

B. Future Agenda Items

XIII. PUBLIC COMMENT – None**XIV. EXECUTIVE SESSION – None****XV. ADJOURNMENT**

MOTION: Marlene Nickerson moved to adjourn the meeting at 8:02 p.m.; Jaime Ellis seconded.

VOTE: Unanimous

MOTION CARRIED

Respectfully submitted,

Elizabeth Groeber/lb

Elizabeth Groeber, Secretary
East Lyme Board of Education