

**TOWN OF MONTVILLE
MEETING OF BOARD OF EDUCATION
MONTVILLE HIGH SCHOOL LIBRARY/MEDIA CENTER
Tuesday, May 20, 2014, at 6:00 p.m.**

2012-13 Board of Education Goals:

To engage in a cycle of continuous improvement to ensure all students are educated with high standards and achieve at the highest levels of learning in the Montville Public Schools.

Item 1. Call to order.

Board Chair David Rowley called the meeting to order at 6:00 p.m. in the Montville High School Library/Media Center. Board members present were Carrie T. Baxter, Sandra Berardy, Deborah Reed-Iler, Steve Loler, Robert Mitchell, Jr., Kim Navetta, Todd Pomazon, Valerie Smith, James Wood and David Rowley.

Also present were Superintendent of Schools Brian Levesque, Assistant Superintendent Laurie Pallin, Director of Special Services Mark Johnson, Business Manager Kathy Lamoureux, School Nutrition Director Heidi Buchholtz, Director of Technology Nicholas Savoie, Administrative Assistant to the Superintendent Margaret Tripp, Administrators Jason Daly, Mary Jane Dix, Amy Espinoza, William Klinefelter, Jr., Jill Mazzalupo, Heather Mileski, Tanya Patten, Allison Peterson, Eileen Richmond, Jennifer Russell, and Jeff Theodoss; Student Board Representatives Kevin Fitzgerald and Hanna Marchini; and Mayor Ronald McDonald, Town Councilors Kathy Pollard, Tom McNally, and Liaison Joseph Jaskiewicz and State Representative of the 139th District Dr. Kevin Ryan.

Item 2. Pledge of Allegiance.

All stood and pledged the flag.

Presentation: A) CABA Student Leadership Awards:

**Jessica Stronach – Leonard J. Tyl School
Karl Siismets – Leonard J. Tyl School
Tsering Dolma – Montville High School
Kevin Fitzgerald – Montville High School**

Principals and administrators M. J. Dix, W. Klinefelter, J. Theodoss, T. Patten, and J. Daly presented CABA Student Leadership Awards to Tyl students Jessica Stronach and Karl Siismets and MHS students Tsering Dolma and Kevin Fitzgerald, respectively, and read words of praise about each of the recipients. Board Chair D. Rowley read a letter from CABA that recognized the honorees for their achievement.

**Presentation: B) Presentation to Student Representative to the Board of Education –
Kevin Fitzgerald**

Board Chair D. Rowley thanked Kevin Fitzgerald for serving as a Student Board Representative for two years. On behalf of the Board, he presented Kevin with a token of appreciation and wished him well with college in the fall.

Presentation: D) Reception in honor of 2013-2014 retirees.

Superintendent Levesque expressed appreciation to the 2013-2014 retirees for their hours of dedication and service to the students of Montville and spoke of each retiree's individual years of service for a District total 305 years. He also thanked Margaret Tripp for her hard work with preparing for and organizing the reception. He also recognized Town Councilors Joseph Jaskiewicz, Kathy Pollard, and Tom McNally and Mayor Ron McDaniel.

Board members read and presented resolutions that highlighted the achievements of each retiree. Representative Dr. Kevin Ryan of the 139th read a proclamation to the retirees on behalf of the Connecticut General Assembly and district legislators Representative Tim Bowles of the 42nd District, Representative Elizabeth Ritter of the 38th District, Senator Andrea Stillman of the 20th District, and Senator Catherine Osten of the 19th District. Certificates of Appreciation from the Town of Montville were presented to the retirees by Mayor McDaniel. Board Chair D. Rowley congratulated all of the retirees and announced a brief recess for a reception in their honor.

The 2013-2014 retirees are as follows:

| Name | Position | Years in Montville |
|---------------------------|--|---------------------------|
| Eileen Richmond | Secondary Spec Ed Program Leader | 13 years |
| Matt Bialowas | Director of Facilities | 15 years |
| Raymond Luppert | Tyl, Custodian | 32 years |
| Elizabeth Saltmarsh-Smith | Tyl, Language Arts Teacher | 22 years |
| Dr. Laura Greenstein | MHS, Life Management, Teacher & Dept. Head | 25 years |
| Lynette Crowley | Mohegan, Grade 3 Teacher | 23 years |
| Linda Goodman | Oakdale, School Psychologist | 11 years |
| Wayne Edgley | MHS, Special Education Teacher | 40 years |
| Dr. Theodore Phillips | MHS, Director of School Counseling | 18 years |
| Paula Caouette | Tyl, Paraprofessional | 15 years |
| Laura Winston | Tyl, Grade 6 Language Arts | 12 years |
| Barbara Gaudette | Mohegan, Kindergarten Teacher | 21 years |
| Total | | 247 years |
| Deborah Betz* | Oakdale, Music Teacher | 24 years |
| Barbara Boucher* | Oakdale, Library/Media Specialist | 18 years |
| Karen Doge* | Murphy, Special Education Teacher | 16 years |
| Total | | 58 years |

Total Years for Retirees **305 years**
 *Non-Attendees

At 6:47 p.m., the meeting recessed briefly for a reception in honor of the retirees. The meeting resumed at 7:10 p.m.

Item 3. Hearing of delegates and citizens (regarding agenda items only).

Chair D. Rowley asked three times for comments. There were none.

Item 4: Letters and communications.

C. Baxter reported on two thank you letters to the Board; one from administrators at Mohegan, Oakdale and Murphy Schools in appreciation for the Board's special recognition during Staff Appreciation Week, and another letter from Cathy Brush, Nancy Kivlin, an Deb Carlsen from Oakdale School.

Item 5. Approval of Consent Calendar.

Motion: That the Board approves the Consent Calendar.

Proposed by: Steve Loiler

Seconded by: Todd Pomazon

Vote: 8-0-1; carried; Deb Reed-Iler abstained

Item 6. Report from Student Board Representatives.

Student Board Representatives Kevin Fitzgerald and Hanna Marchini reported to the Board on the following:

1. Smarter Balanced testing began this week for the junior class. English tests will be completed this week and math testing the following week.
2. AP Testing will also be completed this week with AP US History on Wednesday and AP Chemistry on Thursday.
3. The last week of April, American Studies classes took a field trip to the Hartford stage, and American Law visited the York Correctional Facility. Also, marketing classes visited the WFSB news studio in Hartford and culinary classes visited Johnson and Wales University in Rhode Island.
4. On April 26th, the Chamber Choir and Concert Band traveled to Six Flags in Massachusetts to participate in the Music in the Parks Festival. The Chamber Choir won first place receiving a "superior" ranking; the Concert Band also placed first with an "excellent" rating.
5. The Marching Band participated in the annual Montville Memorial Day Parade held on May 18th.
6. On May 19th, the band performed their concert of the year; the final choir concert is scheduled for May 28th.
7. The Steel Band will perform on June 2nd at Ocean Bean Park in New London.
8. Montville staff appreciated the Teacher Appreciation Breakfast from the Board.
9. The English publication, *Images*, is holding a "Six Word Story Contest" for students and staff.
10. The National Honor Society is collecting donations of clothing for the women's shelter, Safe Futures.
11. Senior Tsering Dolma has been awarded the prestigious Gates Millennium Scholarship, a full scholarship for tuition, books, travel, at Rensselaer Polytechnic Institute.
12. The sixth annual MHS Talent Show was held on May 15, and freshman Steve Bollinger won for his beat-box performance.
13. The Senior Prom was held on May 17th at the Mashantucket Pequot Museum.

14. Student Government had a Distracted Driving Campaign this month. Signs with statistics about car crashes related to distracted driving were posted throughout the high school. A “Wear Red Day” was held on May 16th for students so show awareness about distracted driving.
15. The National and World Language Honor Societies will hold an induction ceremony at 7:00 p.m. on Wednesday, May 21.
16. On May 22nd, the Girls Basketball Team will hold a fundraiser at Sweet Frog in Montville from 6:00 p.m.–9:00 p.m. to raise funds to attend a basketball tournament at Disney World in Florida next season.
17. The Senior Outing will be held at High Meadows Resort in Granby, CT, on May 27th.
18. Underclassmen Awards will be held on May 29th; Senior Awards will be held on June 12th.
19. On May 30th, Student Government and the School Climate Committee will facilitate a Spring Pep Rally that will recognize spring sports and hold the first “Hunger Games” that is loosely based off of Capture-the-Flag where 4 students from 4 “districts” (16 total competitors)—only one competitor will be crowned the victor.
20. The Junior Prom will be held at MHS on May 31st.
21. Final exams for seniors will begin on June 10; underclassmen finals will begin on June 11th.
22. The 50th class of MHS will graduate on June 17th at 6:00 p.m.
23. The girls track team won the ECC Medium Division yesterday, May 19th, against the Bacon Academy Bobcats.
24. The ECC track championship will be held at MHS on May 24th.
25. The MHS baseball is currently ranked first in the state with impressive wins against Waterford and Ledyard.
26. Softball has qualified for the state meet and is looking forward to competing for a title.
27. On May 4th, seniors Dan Linkinhoker and Jamie Hill were recognized as MHS scholar athletes.

Item 7. Unfinished business.

a. Update on 2014-2015 budget.

Superintendent B. Levesque reported that at its meeting last week, the Town Council unanimously approved the Board’s proposed 2014-2015 budget but no capital funds were funded by the Town. The Board had expressed having a Capital Improvement Committee to address capital items.

Item 8. New Business.

a. Consideration and action to appoint the new Secondary Special Services Program Leader.

Superintendent Levesque reported that the process for the appointment was rigorous, involving three rounds of interviews, one-to-one interviews, and a background check that recognized Denise Dunning as the ideal candidate for the position.

Motion: That the Board appoints Denise Dunning as Secondary Special Services Program Leader effective July 1, 2014.

Proposed by: Valerie Smith
Seconded by: Bob Mitchell
Vote: Carried unanimously

D. Dunning thanked the Interview Committee and expressed the “warm feeling” she has about working in the district.

- b. Consideration and action to schedule a Special Board of Education meeting for June 24, 2014.**

Motion: That the Board authorizes a Special Board of Education meeting for June 24, 2014.

Proposed by: Jim Wood
Seconded by: Deb Reed-Iler
Vote: Carried unanimously

- c. Consideration and action to approve Tuesday, July 15, 2014, as the Board of Education Retreat with Patrice McCarthy, CABE, as facilitator.**

Motion: That the Board approves Tuesday, July 15, 2014, as the Board of Education Retreat with Patrice McCarthy, CABE, as facilitator

Proposed by: Deb Reed-Iler
Seconded by: Carrie Baxter
Vote: Carried unanimously

- d. Consideration and action to approve revisions to Policy #5131.11, Students, Surveillance Camera Policy as recommended by the Policy Committee at last month’s meeting.**

Motion: That the Board approves revised Policy #5131.11, Students, Surveillance Camera Policy as recommended by the Policy Committee at last month’s meeting.

Proposed by: Jim Wood
Seconded by: Deb Reed-Iler
Vote: Carried unanimously

- e. Consideration and action to approve new Policy #4131.11, Personnel, Surveillance Camera Policy as recommended by the Policy Committee at last month’s meeting.**

Motion: That the Board approves new Policy #4131.11, Personnel, Surveillance Camera Policy as recommended by the Policy Committee at last month’s meeting.

Proposed by: Steve Loiler
Seconded by: Deb Reed-Iler
Vote: Carried unanimously

- f. Consideration and action to appoint a Board member to serve on the custodial negotiating committee.**

Motion: That the Board appoints Board member Valerie Smith to serve on the custodial negotiating committee.

Proposed by: Steve Loiler

Seconded by: Deb Reed-Iler

Vote: Carried unanimously

- g. Consideration and action to approve an increase for lunch of \$.10 at elementary and middle school levels, and \$.15 at the high level to ensure compliance with the Bureau of Health/Nutrition, Family Services and Adult Education under the State Department of Education.**

Superintendent B. Levesque stated the increased cost for lunches is a means to comply with Federal and State mandates to offer more fruits and vegetables and put them on the trays for student consumption although this measure will result in more food being wasted. Responding to a question by Board member V. Smith regarding the waste who asked whether the food could be farmed out for reuse, B. Levesque said that doing so would be costly. He added that he hopes to see changes regarding the mandate since it is a national issue. He also verified the cost of lunch within the district as questioned by V. Smith. B. Levesque assured Board member C. Baxter that guidelines for free/reduced lunches would not change; he told Board member S. Loiler that the matter regarding chocolate milk consumption by students had been vetoed by Governor Malloy.

Motion: That the Board approves an increase for lunch of \$.10 at elementary and middle school levels, and \$.15 at the high level to ensure compliance with the Bureau of Health/Nutrition, Family Services and Adult Education under the State Department of Education.

Proposed by: Deb Reed-Iler

Seconded by: Bob Mitchell

Vote: Carried unanimously

- h. Consideration and action to approve an increase for breakfast of \$.15 at all grade levels to account for the additional fruit requirement for the 2014-15 meal pattern mandated by State and Federal guidelines.**

Board member C. Baxter asked whether waste was also an issue with breakfasts. Director of Food Services H. Buccholtz said that effective July 1, 2014, will be the first time that there will be Federal and State requirements for having a cup of fruit or a vegetable on breakfast trays.

Motion: That the Board approves an increase for breakfast of \$.15 at all grade levels to account for the additional fruit requirement for the 2014-15 meal pattern mandated by State and Federal guidelines.

Proposed by: Deb Reed-Iler

Seconded by: Jim Wood

Vote: Carried unanimously

- i. Consideration and action to approve the transfer of \$100,000 from Tuition Accounts (560-563) to Supply Accounts (611).**

Superintendent B. Levesque reported that this line item was always overspent and the account has been adjusted for the 2014-15 budget.

Motion: That the Board approves the transfer of \$100,000 from Tuition Accounts (560-563) to Supply Accounts (611).

Proposed by: Deb Reed-Iler

Seconded by: Jim Wood

Vote: Carried unanimously

- j. Consideration and action to transfer \$50,000 from Electricity (410), \$30,000 from Gas & Oil (627), and \$200,000 from Employee Benefits (204-222) to Supplies/Heating (620) to account for high usage and increased pricing.**

Superintendent B. Levesque reported that there was high heating fuel usage this winter due to the extreme temperatures and the fluctuation in fuel prices. He stated that he and K. Lamoureux would be working this summer on securing better prices for these consumables.

Motion: That the Board approves the transfer of \$50,000 from Electricity (410), \$30,000 from Gas & Oil (627), and \$200,000 from Employee Benefits (204-222) to Supplies/Heating (620) to account for high usage and increased pricing.

Proposed by: Deb Reed-Iler

Seconded by: Bob Mitchell

Vote: Carried unanimously

Item 9. Committee and liaison reports.

- a. Policy (James Wood).**

J. Wood stated that no meeting was held.

- b. Educational Evaluation (Robert Mitchell).**

B. Mitchell reported that the Committee met earlier this evening and heard reports on athletic participation, MHS course enrollment, Palmer Vision Committee regarding Pathways that will be presented to the Board; an elementary math pilot entitled Eureka Math; and a proposal from J. Theodoss for a CNA program.

- c. Montville Education Foundation (Steve Loiler).**

S. Loiler reported that the MEF heard back from two grant recipients; acquired two new members; and will work on how to better promote the MEF and the grants that it awards.

d. LEARN (Carrie Baxter).

D. Reed-Iler reported a presentation on the Affordable Care Act and the Cadillac Tax were given at the last LEARN meeting. Effective May 22nd, she will be actively working on the LEARN's executive committee. The next meeting is scheduled for June 12 and at that meeting D. Reed-Iler, who will come off of the LEARN Board and will be recognized for her service.

e. CABE/NSBA (Robert Mitchell).

B. Mitchell reported on the NSBA conference that he attended in New Orleans and said that information brought back from the seminars would be forwarded on to the Board. He spoke highly of school in New Hampshire that has a 200-day magnet school within an eight school district, from August to June, a component for project-based learning. He also said that the NSBA conference will be held next year in Nashville, TN, on March 21 – March 23, 2015. B. Mitchell encouraged the Board members to attend CABE workshops and specifically mentioned negotiations conference on June 3rd and a leadership conference on July 15th.

f. School Building Committee (Todd Pomazon).

T. Pomazon reported legislation has been passed by the State whereby the district will receive extra funds for the school renovation project, per a meeting with the State on April 17th that determined allowed costs.

g. MetroCast Communications Advisory Council (Todd Pomazon).

T. McNally reported that the next meeting is on May 21st.

h. Montville Youth Services Bureau (Robert Mitchell).

B. Mitchell reported that the Bureau has received recognition from the State for its efforts in keeping youth out of the court system. He said that B. Levesque, T. Patten, M. Johnson and community members sit on the board. M. Johnson commented that one issue that is being considered is attendance.

i. Administrative Monthly Reports.

Board members received these reports in their packets. C. Baxter participated in the *Montville Loves to Read* program and thanked A. Espinoza for her invitation.

j. Chair's Remarks.

D. Rowley reported on a request he received from Mayor McDaniel regarding the Read to Ride Bike Rallies. He will ask M. Tripp to send information on it to the Board. He also reported that the superintendent's evaluation will be addressed at the Board retreat in July.

k. Other. -- None

Item 10. Superintendent's Report.

a. Report from the Director of Student Services – Ms. Johnson.

M. Johnson reported to the Board on the following:

- Smarter Balanced Assessment: The team from the Connecticut Department of Special Education that is responsible for the Smarter Balanced Assessment accommodations are developing training and supporting documents for 2015 at this time. They do not have a “final” answer for what accommodations will be in place for the 2015 test because some decisions will be based upon the results of this year’s field test. As soon as the department has documents developed, they will be posting them on the student assessment/smarter balanced web pages. They will also be shared through the smarter balanced updates.
- Case Management: In the meantime, we are asking our special education staff to familiarize themselves with their case management lists for next school year and to determine what accommodations students will need, make sure that the accommodations are or will be stated in their individualized education plan and that we are putting these accommodations into practice in the students’ classrooms.

b. Report from Assistant Superintendent – Mrs. Pallin.

L. Pallin reported to the Board on the following:

- Testing: I have just completed verifying all of the CMT and CAPT student data and submitted it to Measurement Incorporated. Tyl and the three elementary schools are almost finished with SBAC testing. MHS is in the second day of testing. We continue to have very few issues with implementation for the Smarter Balanced assessments. Advanced Placement testing will be completed this week. The completion of those tests has been delayed since we took advantage of the opportunity to delay tests in some subject areas due to the high number of snow days we had this year.
- Project O: Our Project O field trips are drawing to a close, and we had 10 applicants for four spots at the Project O summer camp. We are hopeful several of our alternate candidates will also have the opportunity to participate.
- Evaluation: We are currently beginning the summative evaluations of teachers using the iObservation Platform. Administrators are meeting with teachers individually to review scores on observations, student learning goals, peer observations, and student survey results. We continue to be very pleased by the richness of the conversations we are having with teachers. Some of the student learning data they have submitted is extremely impressive. Brian and I have been working on reconfiguring our use of forms and the scoring procedures, and we believe teachers will find the process streamlined and more user-friendly next year.

- Title III Grant: We are wrapping up our data reports for Title III and preparing to submit our annual report for this grant. The state required that we use a new assessment this year to measure the progress of our ELLs which has resulted in a much more complicated reporting process.
- Liberty Bank Grant for Kindergarten Readiness: We have hired teachers, ELL teachers, and occupational therapist and a secretary to work in the K readiness program this July and August and we are currently screening students and identifying those who will be invited to participate in the program.

D. Rowley asked why students from the cancelled Enviro Lab would not be interested in the Project O camperships. L. Pallin responded that there is a Project O deadline that must be met.

c. Monthly Update.

B. Levesque reported on the following:

- EDC Meeting: I met with the Economic Development Commission last night. We had conversation about branding of the town and marketing. I focused on our efforts to improve our marketing materials. We will meet again to explore ways the EDC may assist us with marketing the schools.
- Special Legislation: Legislators were thanked for their assistance in proposing special legislation regarding the school construction projects.
- Admin Evaluations: I have completed three of my administrator evaluations. The other three will be completed in the next week. All of the administrators are working feverishly to complete all of their evaluations prior to the close of school. Progress on this is excellent.
- Teacher Laptops: We have met with several vendors recently to look at replacement laptops for all of our teachers. We have decided to continue with Dell. We will be purchasing laptops for Tyl and MHS in the new fiscal year.
- Director of Maintenance: I recently interviewed Steve Carroll for the vacant director of maintenance position. He will begin in his new role on July 1, 2014. We will be leaving his position vacant temporarily as we assess the needs of the maintenance department.

Item 11. Information items. -- None

Item 12. Citizens comments (non-agenda items only).

Board Chair D. Rowley asked three times for comments. There were none.

Item 13. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Steve Loiler

Seconded by: Valerie Smith

Vote: Carried unanimously

The meeting adjourned at 7:58 p.m.

Respectfully submitted by,

David Rowley, Chair
Montville Board of Education

Carrie T. Baxter, Secretary
Montville Board of Education

Gloria J. Gathers, Recording Secretary

Minutes Approved: _____