



**MONTVILLE BOARD OF EDUCATION
REGULAR MEETING OF THE BOARD OF EDUCATION
MONTVILLE HIGH SCHOOL LIBRARY/MEDIA CENTER
March 19, 2019 at 6:00 p.m.**

Item 1. Call to order/Pledge of Allegiance.

Board chair Robert Mitchell called the meeting to order at 6:00 p.m. in the Montville High School Library. Board members present were Sandra Berardy, Daniel Boisvert, Monica Pomazon, James Wood, Joe Aquitante, and Steven Loiler. Board members Colleen Rix and Dana Ladyga were absent.

Also present were Superintendent Laurie Pallin, Administrative Assistant to the Superintendent Jennifer LeMay, Administrators M.J. Dix, Jill Mazzalupo, Amy Espinoza, Paula LaChance, Robert Alves, Denise Dunning, Steve Carroll, Heather Sangermano, Lynn Obomalayat, and Laura Zurell and Board Liaison Wills Pike.

Item. 2. Presentation:

A) Montville Marvels

It is recommended that the Board of Education acknowledge the following students, teachers, and community members in the areas noted:

Mohegan Elementary School: For her achievement in all areas including leadership in the classroom, academic achievement, serving as a role model and being a kind and caring friend: Agnes Wu.

Principal Will Klinefelter presented the Marvel, supported by Board Member Sandra Berardy.

Murphy Elementary School: For her all-around positive attitude and in appreciation of the wonderful job she does as a special bus monitor: Payton Thigpen.

Principal Amy Espinoza presented the Marvel, supported by Board Member Steven Loiler.

Oakdale Elementary School: For the kindness, compassion, and investment she brings in supporting the emotional and academic well-being of her students: Genny Christensen.

Principal Jill Mazzalupo presented the Marvel supported by Board Member Jim Wood.

Elementary Schools: For volunteering his time and efforts to enthusiastically expose 5th grade students to the magic of calculus through weekly classes held at

Oakdale Elementary School: Rishabh Iyer.

Principals Amy Espinoza, Jill Mazzalupo and Will Klinefelter presented the Marvel, supported by Board Member Steven Loiler.

Districtwide: For the passion he brings to districtwide energy efficiency and overall maintenance of our physical plant: Steve Carroll.

Superintendent Pallin: Steve was recently recognized by the Eversource Energy Efficiency Division for his leadership in increasing efficiencies which have resulted in lower operating costs, a healthier indoor environment, and improved services. As a result of his work, Steve was asked to lead a tour of Montville High School for the Connecticut Green Building Council's Board of Directors. Nick Jones from Eversource followed up after this meeting with an email to me which said in part, "I can very honestly, and enthusiastically tell you that I have never had the privilege of working with someone like Steve. His knowledge and expertise come second to his enthusiasm, work ethic, and passion. Not only is he interested in developing creative solutions to enhancing sustainability, but further, cultivating an entire community of creativity amongst the staff, teachers and students of Montville." We have all witnessed the passion Steve brings to his work and his excitement in the progress his team has made whether it is in the area of energy efficiency or work in maintenance of our physical plant. Steve, we are lucky to have you as our Director of Facilities and I am honored to present you with this Montville Marvel Award.

Superintendent Laurie Pallin presented the Marvel, Supported by Board Member Monica Pomazon.

B) Recognition of Board of Education Members

Superintendent Laurie Pallin recognized Board Members and Student Board Representatives for their time and contributions to the Board, district, students and families.

Every March we recognize the commitment of the members of our Board of Education. You are a group of volunteers dedicated to ensuring the children of Montville receive the best possible education in a safe and secure learning environment. Your work has been especially challenging this year but through all of those challenges, you always kept your responsibility to our students as your first priority. I personally am extremely grateful for the partnership which we have developed. You support our Central Office and building administrators as well as our teachers and staff in our day-to-day work to ensure student growth. You are enthusiastic champions of our vision. On behalf of the district, I would like to take this opportunity to thank you for your dedication, time and advocacy for Montville's schools.

C) Murphy Student Enrichment Group Presentation

Board Chair Robert Mitchell introduced Mr. Lou Rubino, PE Teacher, and his third grade enrichment students from Dr. Charles E. Murphy Elementary who performed several folk dances.

D) Leonard J. Tyl Middle School Presentation

Principal M.J. Dix reviewed the re-structuring which took place at Tyl Middle School for the 2018-19 school year including: the reduction of five teachers, the introduction of block scheduling, the restructuring of teams to grade level cohorts, the movement of self-contained students to co-taught settings, the implementation of Standards Based Grading, the use of additional math time for all students, and the second year of school-wide implementation of Readers and Writers Workshops.

Block Scheduling Highlights include: 88 minute blocks, Reading and Writing taught by the same teacher for most students, Math instruction for 1.5 blocks (X-block is split into two parts including .5 math and .5 X-block). Four teachers are split between grade levels and one teacher teaches two content areas.

Standards Based Grading: A sample of a new report card was shared and the meaning of standards based grades was explained, and the new process for determining academic recognition was shared.

To achieve Honors students need an average of A or B and above with the lowest grade being a B-. For High Honors students need an average of B+ and above with the lowest score being a B. Spanish 1 and Algebra 1 are weighted classes. One half a grade level is added to the grades in these classes. For example a C+ is averaged in as a B- and a B- is averaged in as a B for honor roll calculations.

Tyl currently has 36 students on track to graduate as Presidential Scholars. To achieve this honor, students must earn High Honors each trimester at Tyl. Currently 19 students are in the National Junior Honor Society.

Successes of the changes at Tyl include: Fewer class transitions, a quieter atmosphere and a lower number of discipline issues. More focused class time provides more time for labs and hands on projects. Teachers have longer planning periods, students have additional math time, and self-contained students are successfully accessing grade level curriculum. Each grade level saw increases from September to January in their STAR scores, the largest increases were realized in 6th and 8th grade. We now have students with a solid Eureka math background coming into 8th grade; that, coupled with increased math time, has made a difference in student achievement. This year we are beginning to see some movement in reading scores with teachers focused on the Workshop model. Twenty minutes of class each day is dedicated to independent reading with students accessing books at their reading level. There has been a slight drop in our discipline numbers. The largest decline was in the rate of suspensions which saw a 20% decrease.

New initiatives include: Supports for struggling students, re-structured methods for teachers to communication with one another through grade level leadership meetings, addition of grade level discipline committees, and regular professional development for reading and writing teachers with educator Maggie Roberts. Advisory lessons this year have a focus on kindness, with the social worker spearheading the Kindness Campaign. Students are also involved in a school wide community service project and the PTO has been providing grade level events for students.

Adjustments for 2019-20: ELA teachers will be assigned to their grade level for X-

block. There will be fewer teachers teaching more than one prep. We are planning to pilot a Math Intervention class next year in 6th grade using the Eureka intervention program.

Dan Boisvert: What feedback did you receive from parents regarding standards based grading? Mrs. Dix: Once the report cards came out the parents seemed relieved to see that there were still letter grades.

Jim Wood: How did the teachers respond? MJ: I have been working with them to receive their input for enhancements for next year.

Robert Mitchell: What challenges are you seeing to date? MJ: The loss of the team model was a difficult transition for some; next year there will be more common time to help resolve this.

E) Stall Street Journal, Spark Week Presentation

Introduced by Board Chair Robert Mitchell. Assistant Principal Rob Alves introduced the Youth Action Council group. Kaitlyn, a senior and president of YAC, and Lillian, a freshman, shared the mission of YAC, which is to make the students feel like their school is a community. This is done through community service initiatives, including raising money and creating the Stall Street Journal which focuses on different subjects. This month's issue covered mental Health.

Kaitlyn explained YAC's newest initiative, Spark Week. A spark is something you are truly passionate about. YAC members talked to the teachers and encouraged them to participate in Spark week by writing their sparks on paper "flames" and posting them outside their classroom doors. During lunch waves YAC held activities including completion of questionnaires to help identify individuals' sparks and to discuss them with one another. Teachers were challenged to engage in conversations with their students to discuss their sparks and how they were similar. The purpose was to bridge the gap between students and teachers. Students were encouraged to hang their sparks outside of the teachers' classrooms with whom they shared a spark. Bridging the gap between students and teachers will help to make learning more fun. A banner with students' sparks is displayed in the cafeteria.

Monica Pomazon- I think this is a great idea, sometimes students forget that teachers are people too and have interests outside of school.

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

None

Item 4. Letters and communications

Jim Wood recognized an email received by all Board members from a parent concerning math at the High school.

Item 5. Approval of the consent calendar

Motion: That the board approves the consent calendar.
Proposed by: Monica Pomazon
Seconded by: Jim Wood
Vote: Carried (vote 7-0)

Item 6. Unfinished Business

a. Budget meetings

- Public Hearing on General Government Budget, April 24, 2019, 6:00 p.m., Montville High School Auditorium.
- Public Hearing on Board of Education Budget, April 25, 2019, 6:00 p.m., Montville High School Auditorium.

b. Discussion to schedule special meetings for Lighthouse Project Dates proposed for: April 9, 2019, May 7, 2019 and June 4, 2019 from 6:00 PM to 8:00 PM.

Laurie: Bob and I met with Nick Caruso to discuss the Board's work with him on the CT Lighthouse Project. Nick described a process that could involve completing three modules over the course of three meetings or eight to ten modules over about a year. We made plans to move forward initially with three 2-hour meetings. The first meeting focuses on the role of the Board and addresses the question, "Do Board's matter?" by looking at the work and discussing what's possible in terms of setting expectations, goals, and specific targets for student learning. The second module is on the Board's work to create conditions for success. Nick will outline the conditions and beliefs in a successful district, and we will compare them to current conditions in Montville based upon survey results. The board will then choose an area in which to focus our work and talk about community engagement in this work. The third module will focus on the 8 steps of leading change developed by John Kotter and described in the book Our Iceberg is Melting.

Board members cannot all meet on the dates listed so we will conduct an email survey to determine dates that work best for the group.

c. Consideration and action to approve the Leonard J. Tyl Water System Improvements project as complete.

Motion: That the Board calls the Leonard J. Tyl Water System Project complete.

Proposed by: Steven Loiler

Seconded by: Jim Wood

Vote: Carried (vote 7-0)

Laurie explained that Robert DeLuca from CLA Engineers has reviewed the work for the water system improvements and verified that it has been satisfactorily completed. All change orders have been accounted for. Kathy is working with Bob Celmer from the Office of School Construction Grants to finalize the state's review of the change orders and their eligibility for reimbursement. At this time it looks like we will have

about \$7500 in contingencies remaining. The total project was \$730,000 with \$99,320 in contingency. Total change orders were \$83,794 plus an additional \$8000 for CLA oversight which used up about \$92,000 of the contingency.

Item 7. New Business

a. Consideration and action to approve the revisions to Policy Number 4112.5; Security Check and Fingerprinting, as recommended by the Policy Committee.

Motion: That board approves the revisions to Policy Number 4112.5; Security Check and Fingerprinting, as recommended by the Policy Committee.

Proposed by: Monica Pomazon
Seconded by: Jim Wood
Vote: Carried (vote 7-0)

The changes necessary to this policy based upon an audit by the state police to meet requirements set by the Federal Bureau of Investigation Criminal Justice Information Services Division were significant. Rather than revise our old policy, we started with the CAFE model policy and added to it using our original policy. The policy addresses hiring processes including criminal history checks, written disclosure by the applicant, current and former employer checks, CSDE check, and DCF registry checks for all new employees. It includes checks for employees of contractors who come in contact with children and proper maintenance of confidential criminal justice information. The policy was revised after last month's policy committee meeting to designate a criminal justice officer in the district and to more specifically explain the process for securing records.

b. Consideration and action to change Policy Number 4111 to Policy Number 4111.3 to align with CAFE numbering, as recommended by the Policy Committee.

Motion: That the Board approves the revisions to Policy Number 4111 to Policy Number 4111.3 to align with CAFE numbering, as recommended by the Policy Committee.

Proposed by: Jim Wood
Seconded by: Steven Loiler
Vote: Carried (vote 7-0)

Board policy 4111 is about hiring practices, CAGE policy 4111.3 is about minority recruitment. To avoid confusion, it is my recommendation to change our numbering to align with CAGE and a national system for policy numbers.

c. Consideration and action to approve the revisions to Policy Number 1251 ; Sexual Offenders, as recommended by the Policy Committee.

Motion: That the Board approves the revisions to Policy Number 1251; Sexual Offenders, as recommended by the Policy Committee.

Proposed by: Steven Loiler
Seconded by: Monica Pomazon
Vote: Carried (vote 7-0)

This policy was adjusted to delete a paragraph about posting a list of sex offenders on the district website which we have never done. We are covered by the preceding paragraph referencing a link to the CT Department of Public Safety's sexual offender registry.

d. Consideration and action to observe the week of May 6-10, 2019, as National Teacher Appreciation Week and as an opportunity to recognize all of its employees. (5- Positive Community Relationships)

Motion: That the Board approves the observation of National Teacher Appreciation Week of May 6-10, 2019.

Proposed by: Sandra Berardy
Seconded by: Dan Boisvert
Vote: Carried (vote 7-0)

e. Appraisal of field trip; Leonard J. Tyl Middle School, Washington D.C. Annual Trip, May 20, 2019 to May 23, 2019, 73 students.

f. Consideration and action to adjust the approved 2019-2020 Board of Education budget request.

Motion: That the Board reduces the approved 2019-2020 Board of Education budget request by \$59,000 and submits the revised budget to the Town.

Proposed by: Monica Pomazon
Seconded by: Jim Wood
Vote: Carried (vote 7-0)

We have had several pieces of information come to us that leave me comfortable recommending a reduction to the Board's 2019-2020 budget request. I have received three retirement letters since our February meeting. All three positions must be filled, but I anticipate that we will be able to hire teachers with less experience at lower

salaries. All three positions are shortage areas so I don't believe we will be able to fill them with new teachers but I do think that we can count on saving about \$15,000 on each position for a total reduction of \$45,000 from Object 111 (Certified Staff).

Nic has closed an RFQ for a necessary firewall replacement that came in well below our original estimate. We can reduce the budget for this item in Object 730 (Instructional Equipment) from \$30,000 to \$16,000.

This would be a total reduction of \$59,000 which would bring our budget request from \$39,497,204 to \$39,438,204 (4.72% above 2019 appropriation, 2.87% above MBR).

g. Consideration and action to adjust the approved Capital Improvement projects, as a result of updated estimates received.

Motion: That the Board reduces the approved Capital Improvement projects by \$20,000 as a result of updated estimates received.

Proposed by: Dan Boisvert
Seconded by: Jim Wood
Vote: Carried (vote 7-0)

Nic also has closed an RFQ for the wireless project in our Capital request. This project is to upgrade the wireless infrastructure at Tyl Middle School to handle increased capacity for mobile devices. The cost reflected is a net of anticipated E-Rate funding. The bid came in below our estimate, and it is my recommendation we reduce this capital request from \$70,000 to \$50,000.

h. Consideration and action to comply with C.G.S. Section 10-215F, The Montville Board of Education certifying that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards During the period of July 1, 2019 and June 30, 2020. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

Motion: To agree to comply with C.G.S. Section 10-215F, The Montville Board of Education certifying that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards During the period of July 1, 2019 and June 30, 2020. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or non-school organizations

and groups.

Proposed by: Steven Loiler
Seconded by: Monica Pomazon
Vote: Carried (vote 7-0)

i. Consideration and action on whether the district will allow exemptions for food items that do not meet the CNS, provided 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight to 30 minutes after the end of the official school day/ "Location" means where the event is being held.

Motion: That the aboard agrees to allow exemptions for food items that do not meet the CNS, provided 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight to 30 minutes after the end of the official school day/ "Location" means where the event is being held.

Proposed by: Steven Loiler
Seconded by: Dan Boisvert
Vote: Carried (vote 7-0)

Item 8. Committee and Liaison reports:

- a. **Policy** — Jim Wood: *The committee met this evening with Vince Mustaro from CAFE. During the meeting we reviewed the results of our Policy Audit and defined our work to bring our policies up to date. The audit looked at the entire policy manual and the majority of our policies and bylaws were deemed appropriate. We are missing seventeen mandated polices, some of which may be included in other policies. We are missing many good practice policies. We have 18 policies which need to be modified, seven of those should just be replaced. The numbering system is a national system and our numbers do not match this system. Many policies are missing legal references. We are also missing the 7000 series and the 0000 series which describes the work of the Board. CAFE has proposed three possible scenarios to bring our Policy Manual into compliance: 1. We contract with CAFE to develop a new Policy Manual at a cost of \$10,800 which can be paid*

over 2 or 3 years. 2. CAFE revises our existing policies, provides copies of mandatory missing policies and some of the good practice policies. This would cost \$6500 which can be paid over two years. 3. We do everything ourselves using the CAFE core manual available online in PDF or through purchase of a CD of Word documents for \$400. All scenarios will take several years to complete. The Policy Committee will discuss these options further at its next meeting and bring their recommendation to the full board at its next meeting.

b. **Educational Evaluation** — Dan Boisvert: There was no meeting.

c. **Communications Committee** — Committee Chair Monica Pomazon:

The committee reviewed the strategies laid out in the Communication Plan and the steps which have been taken to implement each of these strategies. Based upon goal 2, strategy 3 (expand opportunities for students and parents to have input on decisions, it was decided that we would try to ask a parent from each school to attend the ad hoc transportation committee meetings.

Discussion of goal 3 (increase recognition of teachers and staff in district) led the group to discuss better ways to honor retirees, new teachers, and the teacher of the year. Committee members agreed that current events are not well attended and may not be the most effective way for the Board to recognize people

The committee reviewed the list of Twitter accounts related to MPS and asked that they be added to the OneNote binder for the Board.

d. **Principals' Reports** – Elementary

Mohegan School: Mr. Will Klinefelter:

Academic:

- *Our staff at Mohegan has been working closely with our math coaches and our reading consultant beginning to prepare for the Smarter Balanced testing coming up in May. We had reading guru Maggie Roberts at Mohegan on 3/11. She worked with grade level teachers on teaching reading strategies.*

Extracurricular:

- *Anthony Occhialini and Lisa Zablonski have started an afterschool running club for 4th and 5th grades twice per week. About 30 kids have signed up. This is the second year in a row they have run this wonderful opportunity for kids.*
- *5th grade student Tatiana Irrizary recently won the 2019 USA Judo Youth National Championship held in Colorado Springs, CO. Last year this same student won an international wrestling tournament.*

- Also in 5th grade, Emily Ahlcrona will compete nationally for the second year in a row at the USASA Freeski Nationals held at Copper Mountain in Colorado in April.

Extra:

- February was a busy month. We were on the front page of *The Day* for our Lunar New Year parade and dance.
- Staff conducted several fundraisers including raising over \$300 to help our two Coast Guard families impacted by the gov't shutdown. Shortly after that, staff raised another \$420 for the family of a student recently diagnosed with cancer.
- Finally, Krista Peltier, our new LMS, was awarded a Donors Choose grant for over \$500 to purchase mini-robots to help enhance the new coding curriculum.

Upcoming:

- On March 25th we have fire safety classes for Grades 2 and 4. This year we expanded these to include all grades instead of just Grades K and 1.
- If anyone is up for some ice cream, on April 5th at 6:30 our PTO is putting on an ice cream social in the Mohegan Café.
- April 10th we have Cozy Book Night at Mohegan at 5:45.
- April 11th we have our elementary math night at Tyl from 6-7:30.
- Finally, Montville Loves to Read Day is on May 9th. Still looking for readers. Many of you joined us in the past and we'd love to have you back.

Murphy School: Mrs. Espinoza

Academic:

As you are aware our library/media block has been changed to include more STEM activities including the use of CODE.org as seen on 60 minutes as a way to increase girls' interest in computer science. Our fifth graders are using the Engineering Design Process and were asked to construct a sneaker for a team member to their specifications. The first stage is to "Ask". They needed to define the problem. Then they had to interview the person and write down the specs (size, type, color, special features like arch supports, etc.) This was followed by researching shoe construction and watching a video clip on constructing paper shoes. The second stage is to "Image". They brainstormed ideas and wrote them down and decided what would be the best solutions. Stage 3 is "Planning." The teams needed to list the steps to their project, what materials they would need, draw a diagram of the sneaker and plan who would do what. Then they "Created" the sneaker and made one shoe. As they constructed the shoe they encountered problems. They needed to ask themselves: was the model meeting their goal? In the fourth step of the Engineering Process they would "Improve" the design to find a solution to the problems and make it better. What could they do differently and how could they make quick redesign changes?

At the end of the process they "Communicated" their findings to the class using a power point presentation. Students realized that it is important to explain the problems they encountered and how they tried modify the sneaker. Even if their design didn't work out as hoped it is important to add findings to the whole group's knowledge base. They were also asked to explain how they would modify their design if they made another sneaker and the most important thing they learned doing the project. Most teams replied that teamwork and listening to all members' ideas was essential to complete the project. Others mentioned that things don't always go as planned but you have to do your best and move on.

Extracurricular: or co-curricular

We are about halfway through our annual Reading Hall of Fame incentive program. The program, which parlays beautifully with our goal of increasing the volume of books student read, invites students to read books from multiple genres in 3 months. It is kicked-off with a skit written by teachers Lia Miaorano and Mary Aledia and performed by many staff members. It includes singing and dancing as well as clues to the theme of the program. This year's theme is Reading Your Way around the World. A mid-program celebration invites families in to celebrate with a passport to reading fun. Activities around the school include arts and crafts, student work exhibits, a poetry slam, story-telling, sing along and book sharing.

Extra:

- *Updating our safety plans- Our Safety Committee met March 12th to discuss changes to our plan with the induction of the ALICE protocols. We also decided to redesign our reunification protocols based on the successful dismissal we recently had during a power outage. We look forward to the next step of having town safety officials review the plans with us.*
- *Honors Band Tryouts- for students in grade 5-8, the practices will begin April 1 and the performance will be on April 4th*
- *Story Hour with incoming kindergarteners was held on March 15th*
- *We have begun new lockdown procedure implementation*

Upcoming:

- *Family Literacy Night- Thursday March 21 5:30-7*
- *March 30th 5th ROCK Council-led Town Meeting introducing the pillar of citizenship, celebrating those students who have been noted as showing outstanding effort,-highlighting one set of cross grade level buddies and introducing students who have been inducted into the GRIT club.*

Oakdale School: Jill Mazzalupo

Academic: Our k-5 teachers across the district are attending professional development in preparation for the Next Generation Science Standards. This year each grade level is utilizing one unit from the CREC curriculum units where they are

exploring and discovering the core ideas and cross cutting concepts of science through the practices of science and engineering. Instruction and assessment looks much different than current practices. The initial reaction to the rollout of these units is a little apprehensive, it is a lot of work and quite different than what we are used to. There is a lot of excitement too.

We recently had an assembly which ties into the science curriculum I just shared with you. The assembly was called Extreme Energy and it allowed students to see energy through giant lightbulbs, feel energy through static changes and create energy themselves through hand cranks. The students learned about forms of energy, conservation of energy and different forms of matter.

Extracurricular or co-curricular: Mr. Autencio and Mr. Wilcox have been hosting twenty-five 5th grade students after school on their own time once per week for the Oak club, planning activities which focus on physical activity, team building and problem solving. Two former Oakdale students approached me about volunteering their time after school to create a typing club. The students had participated in a typing club when they attended Oakdale and wanted to bring it back for current students. The Tyl students planned the lessons using an online program and guided the Oakdale students through the lessons.

Upcoming: Cozy Book Night March 21st 6-7:10 PM, and we are still looking for guest readers for May 9th.

- e. **Montville Education Foundation-** Superintendent Pallin: *We met last Monday to discuss the upcoming grant cycle (grants are due in April) and the summer golf tournament. MEF also plans to hold a Family Fun Day from 12-3 on May 19th at Camp Oakdale. This will not be a fundraising event, but simply an opportunity for families to join together for a variety of activities. They plan to have a variety of performers and activities and food trucks present.*
- f. **LEARN-** Robert Mitchell; *I attended the meeting which was primarily a business meeting to set the budget and salaries. In addition, we discussed a search committee for the next Executive Director.*
- g. **CABE/NSBA -** Robert Mitchell: *CABE Day on the Hill is tomorrow which I will attend. At the end of the month I will attend the NSBA conference. If there are any vendors in particular you are looking for let me know.*
- h. **Montville Youth Services Bureau -** Dan Boisvert: *We met on March 14th. March 25-29 students will participate in March madness. March 20th is kick butt day, educating students on the dangers of tobacco. YAC does a great job, Kaitlyn does a great job, they are doing a penny drive for Soul Friends.*

i. Student Board Representatives

Ashley Seldon (Junior Class Representative)

UPDATE: MHS students, especially juniors are getting a little stressed out as our SAT date rolls around closer and closer. Many of my peers are getting ready to apply for things like the National Honor Society, volunteer for Read Across America, but most exciting is the start of spring sports. I've heard so much chatter about the excitement to play softball, run track, or compete in the lacrosse season. The drama department also put on a fantastic play that I've only heard positive feedback about.

REPORT: So basically, today I want to talk about the MHS's participation in the Thirst Project and maybe advice on where to go from here. Back in October, all of the MHS clubs came together and we watched a presentation on the Thirst Project and the impact they make on communities that lack access to clean water. All of the clubs were very motivated to do their part and reach the goal of \$12,000. Here are some of the things we've done so far: the music department held a community sing, environmental club did a coin drive, International club sold wreaths and Valentine's Day cards, Student government has sold t-shirts, and there was a Paint Night. However, since then the momentum has died down a bit, there are still more fundraisers other clubs are looking to do to benefit the Thirst Project but right now we've only reached almost \$3,000 and it is March. I've talked to TYL Middle School and I believe some elementary schools are interested in joining us to make this a community project—because as we know those elementary school students know how to raise some money. Still, I wanted to ask you all if any of you had connections in Montville for more possible community outreach? Do any of you have any advice to snowball support for the Thirst Project again?

Geetanjali Chouhan (Senior Class Representative)

The student body at the high school has participated in multiple community events and they have many more planned. Just last week was the MHS/Tyl Combined Choir concert, and they performed an amazing array of songs and were wonderful. MHS drama put on a fantastic play of "Into the Woods," and it was a wonderful performance from an extremely talented group of students. On March 1st, student government planned a blood drive, which went smoothly. All the appointment slots were full and almost everyone showed up. Just this past Friday, the high school's National Honor Society planned and ran a Unified Fun Day, where unified teams from three other school districts came to MHS to play games, eat lots of baked goods, and create art. The day went well, and almost all the students told NHS that they had a lot of fun, as did the adults and paraprofessionals that came with the other schools. Student government has started to advertise for the Mural Night, where everyone will be able to paint part of the new mural that will display all aspects of Montville High School that will be in the front foyer. The student body, student government, NHS and numerous other clubs have been planning community events for the Thirst Project, and they have already raised a lot of money for the well in Swaziland.

j. Other — None

Item 9. Superintendent's Report

a. Report from the Director of Special Services - Mrs. Paula LaChance

I have begun the process for ESY. I have met with various staff to discuss referral needs and programming. I've had a busy month with out of district students not being successful in their placements so I have been working to secure new placements for these students which is proving to be difficult given the nature of their needs. I have one student who ages out in June so the parents have decided to withdraw and enroll with DDS. I have also received two parent requests for IEE which I am obligated to provide so have been working to get those secured.

I spent time collaborating with Mohegan Sun and the Transition Academy to secure employment for our students who are aging out. We were able to secure full time employment for one of our students in the Seasons Buffet. The student has completed training and begun working so has transitioned to only one day in the program. So far that is going smoothly with periodic check-ins with our vocational coaches.

The Sun is very pleased with our students and requesting they stay in their areas for further training and possible employment. Other students are volunteering at the Habitat for Humanity and are successful there as well.

The Academy will be partnering with the Denison Nature Center in Stonington next month and they will be working on nature appreciation, cooking and gardening which will in turn help the students set up their gardens at Fair Oaks.

Last but not least they will begin working with the Kennedy Travel Center in May to work on independent public transportation. So lots of good things are happening over there.

I spent quite a bit of time revising the restraint and seclusion policy to include the latest guidelines.

b. Report from the Superintendent- Mrs. Pallin

Assistant Superintendent Search – The posting for this position closes next Friday, March 22. We have a committee with two Board members, Sandra and Bob, one Central Office admin., Paula LaChance, two building administrators, Heather and Jill, two teachers, Nikki Stelik and Suzanne LoPresto, and two parents, John Baukus and Heidi Koning. We will meet on March 27th to review candidates, select those to interview, and write interview questions. Interviews will be held on April 4, 5, and 6. Currently there are 22 completed applications.

NEASC Accreditation Visit – We have received the first draft of the NEASC report.

The high school has ten days to respond with any inaccuracies they would like addressed before the report is finalized and then we will receive further information about our continued accreditation.

Transportation – We currently have three bus drivers out on leave which is placing a considerable stress on the bus garage. Somehow Kerry is managing to cover all of the runs though we did have to put out another adjustment in pick-up times for one run. I recently approved three unlicensed applicants who will need to go through the three month training / DCF screening process, but in the meantime, we are hoping our drivers will be able to return to work soon!

Math Teachers at MHS Next Year – It is my understanding that you each received an email from Ms. Duhamel this morning regarding concerns about the reduction in a math teacher next year. For the past few years, we had a group of students taking double math classes (math every day instead of every other day). At the beginning of this year, the math department chair recommended that we end this practice as math teachers did not believe it was improving students' outcomes in math, and it was limiting students' ability to take other courses. Since there were three double-blocked math classes this year, this means that we need three fewer math sections than we currently have with no increase in class size. Our retiring math department chair currently teaches four sections and we have budgeted for him to return next year to teach one section. This means there is no net loss of math sections. Next year our average math class size is 18 students per teacher. Lower level math class sizes will be maintained at between 10 to 13 students. I am comfortable with our decision not to fill this position and do not believe it will impact student achievement.

CT State Board of Education: We have asked Ashley if she would be willing to apply for the Student Representative position with the State Board of Education, and I am happy to report that she has agreed. She is working on completing a rather lengthy application. It would be great for us to have a representative on the State Board of Education and I believe Ashley is an excellent candidate.

IT Position: Today was IT technician Sean Johns last day. He leaves us to move to a position at Conn College and we are currently recruiting for a replacement.

Vacancies Next Year: Today we sent an email to certified staff notifying them of anticipated vacancies for next year. Per contract, they can submit requests to change buildings or assignments.

Item 10. Information Items

None

Item 11. Citizen's Comments (non-agenda items only)

None

Item 12. Proposed future agenda items:

None

Item 13. Adjournment

Motion: That the meeting is adjourned.

Proposed by: Steven Loiler
Seconded by: Dan Boisvert
Vote: Carried (vote 7-0)

The meeting adjourned at p.m.

Respectfully submitted by,

Robert Mitchell, Chair Montville Board of Education

Minutes Approved:

Colleen Rix, Secretary
Montville Board of Education