TOWN OF MONTVILLE REGULAR MEETING OF BOARD OF EDUCATION MONTVILLE HIGH SCHOOL LIBRARY/MEDIA CENTER April 23, 2019, at 6:00 p.m.

2018-2019 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 Robert Mitchell called the meeting to order at 6:00 p.m. in the Montville High School Library/Media Center. Board members present were: James Wood, Sandra Berardy, Colleen Rix, Steven Loiler, Monica Pomazon, Daniel Boisvert, and Joseph Aquitante. Dana Ladyga was absent.

Also present were Superintendent of Schools Laurie Pallin, Business Manager Kathy Lamoureux, Administrators Jason Daly, Mary Jane Dix, Denise Dunning, Amy Espinoza, William Klinefelter, Jill Mazzalupo, Heather Sangermano, Laura Zurell, Rob Alves, Administrative Assistant to the Superintendent, Jennifer LeMay, Student Board Representative G Chouhan and A. Seldon and Board Liaison Wills Pike.

Item 2. Pledge of Allegiance

All stood and pledged the flag.

Presentation: A) Montville Marvels

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

Leonard J. Tyl Middle School: For their excellent work on a summative project entitled Fireworks: Mrs. Fleming, Alexa Beams and Zachary Kobyluck.

The awards were presented by Principal M.J. Dix and Assistant Principal Jason Daly, supported by Board member Colleen Rix.

Palmer Building: For their exceptional case management work with students and families: Ms. Dawn Guntner and Ms. Meryl DeCarolis.

The awards were presented by Principal Heather Sangermano supported by Board Member Monica Pomazon.

Montville High School: For their work on the "Seniors helping Seniors" community service project: Brooke Cronin, Kayla Guaghan, Joelle Mendez and Mr. George Dawe.

The awards were presented by Principal Heather Sangermano and Acting Assistant Principal Rob Alves supported by Board Member Joe Aquitante.

Presentation: B) Murphy's Look for the Good Project – Murphy

Principal Amy Espinoza presented Murphy's Mission to create school programs around the core belief that gratitude changes mindsets, reduces violence, and improves everything. "Looking for the Good" is a nonprofit program which has been implemented in thirty-two states. Students in grades k-6 participate in the experience of offering gratitude. The PTO sponsored this project which cost \$500 to initiate. Pam Green, the School Psychologist volunteered to spearhead the project. Pam put together a group of fifth grade students who we felt would benefit from some leadership opportunities. This group got together and developed a way to introduce the program schoolwide. That introduction began at a Town Meeting when they played a video from the program for students and staff. The program was shared with families through newsletters. Over a two week period each student was given a post-it note every day to write something they were grateful for to add to a large bulletin board. There were also stickers put on the ground, and as the students went by the spots, the students would pause over the spots and say what they were grateful for. In addition the students were given cards to distribute to anyone who they caught performing an act of kindness or something good. A staff member would read the message of the day which offered a suggestion on what the students might be thinking about in their thoughts of gratitude.

Each student wrote a letter of thanks to someone he or she really appreciated, delivered the letter and read it aloud. The idea was to verbalize their thinking and to solidify the importance of the letter both to the person who wrote the letter and the person who received it.

This was a minimal investment of time with some very positive effects. It was a nice opportunity for our students to realize that they affect other people and that other people affect them. We plan to do the program again next year because of its positive effects in the building.

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

None

Item 4: Letters and communications.

None

Item 5. Approval of Consent Calendar.

Motion: That the Board approves the Consent Calendar.

Proposed by: Steven Loiler
Seconded by: Joe Aquitante
Vote: Carried (vote 8-0)

Item 6. Unfinished Business.

a. Consideration and action to approve the salary agreement between The Montville Board of Education and the General Teamster Local 493 for the period of September 1, 2019 -- August 31, 2020.

Motion: That the Board approves the salary agreement between The Montville Board of Education and the General Teamster Local 493 for the period of September 1, 2019 - August 31, 2020.

Proposed by: Colleen Rix
Seconded by: Monica Pomazon
Vote: Carried (vote 8-0)

Our negotiating team met with the union steward and Teamsters representative on March 13 for the one-year wage reopener. We proposed a 1% increase in hourly wages for the 2019-2020 school year based upon the fact that the wage increase has been 0% for the past two years. I prepared a one-page explanation of the drivers' wages and benefits (including the hourly values of their health insurance, the district's contribution to the MERS retirement fund, and bonuses for perfect attendance). As you know from our budget discussions, MERS costs for the district are increasing by 2.48% (from 11.74% to 14.22%) and the Teamsters insurance costs are increasing 0.5%. By this calculation our overall hourly rate is very competitive with other area garages which is obviously important given our shortage of drivers. The union met on April 4th and voted to approve the 1% increase.

b. Consideration and action to set date for CABE Lighthouse Workshop

Motion: That the Board sets May 22^{nd} as the date for the first CABE Lighthouse Workshop.

Proposed by: Colleen Rix
Seconded by: Monica Pomazon
Vote: Carried (vote 8-0)

Based upon the responses which Jen received to her email with possible dates, the best dates are May 22, 28, and 29th. I'd like to set one of those dates this evening and then at our first meeting with Nick Caruso, we can set two additional meeting dates.

c. Consideration and action to enter into a contract with CABE for Policy Revision.

Motion: That the Board approves the salary agreement between The Montville Board of Education and the General Teamster Local 493 for the period of September 1, 2019 - August 31, 2020.

Proposed by: Steven Loiler
Seconded by: Monica Pomazon
Vote: Carried (vote 8-0)

Given the scope of the work needed to bring our policies into compliance, it is the Policy Committee's recommendation that we utilize CABE's Customized Policy Service to develop a new policy manual for the district. Based upon the age of the existing policies, the number of missing policies, and the blurred lines between policy and administrative regulation, we believe that development of a totally new policy manual is necessary.

The service includes:

- *Updating all existing policies*
- Review of bargaining unit agreements and student and personnel handbooks for reference to explicit and implied policies
- Addition of up-to-date legal references to all policies
- Development of missing policies and regulations
- Codification of all policies and regulations
- Printing of policy manual for all BOE members and CO and electronic version for update and posting on website

The cost would be \$10,800 which can be paid over two or three years (\$5,400 or \$3,600 per year). It would take two to three years. The board would adopt and rescind a whole series at a time. This process could be followed by a custom update service in which CABE would tell us all the changes that need to be made to the existing manual for \$800 per year.

Item 7. New business.

a. Motion to accept Superintendents nominee for the position of Assistant Superintendent. (4111.4 Personnel)

Motion: That the Board approves the Superintendent's nominee for the position of Assistant Superintendent.

Proposed by: Joe Aquitante Seconded by: Dan Boisvert Abstained Colleen Rix

Vote: Carried (vote 7-1-0)

The search committee, with Sandra and Bob representing the Board, has unanimously recommended Dianne Vumback for the position of Assistant Superintendent. Dianne is

currently a middle school principal in Meriden Public Schools. She was the 2018 CT Middle School Principal of the Year and the 2018 CT Association of School Administrators' Administrator of the Year. She has worked in Meriden since 2003 as a teacher, assistant principal and principal and is currently completing her Doctoral program at Southern Connecticut State University. She serves on the Chronic Absence Strategic Action Group for the state department of education and participated in the LEAD CT Turnaround Principal's program. She brings a strong passion for education and an uncompromising view that all students can learn. Her current superintendent reports that she is a natural leader who understands the importance and intricacies of collaboration, data analysis, special populations, climate and culture and student centered learning. I am excited to recommend Dianne Vumback to the Board of Education for the position of Assistant Superintendent.

b. Next Generation Accountability Report.

Superintendent Laurie Pallin presented the Next Generation Accountability Report. This report takes our scores from our assessments (Smarter Balanced, SAT, and Connecticut Alternate Assessment for special education students) along with a number of other indicators and generates an overall index score for the district and for each school. The overall score provides information about our school in a number of areas beyond just assessment, including access to courses, access to college credit, and the percent of students graduating on time.

The full report can be found on the district site.

c. Consideration and action to set tuition rates for 2019-2020 as follows:

	General Education	Special Education
Elementary	\$10,433	\$27,778*
Middle School	\$10,925	\$26,606*
High School	\$11,395	\$25,480*
Pre-School		\$26,722*
Palmer Building		
Other Service		
Palmer Building		
PBL Program		\$36,782*
Pathways Program		\$51,938*
Other Services		Negotiable

^{*} Additional costs may be assessed based on the student's individual educational program (IEP).

Motion: That the Board approves the tuition rates for 2019-2020 as recommended.

Proposed by: Monica Pomazon
Seconded by: Colleen Rix
Vote: Carried (vote 8-0)

We do not anticipate that we will have any students next year for whom we are collecting regular education tuition. These tuition rates were set based upon market rate when we did have Bozrah and Sprague students attending MHS. Practice has been to increase the rates by the CPI percent change and the 12 month percent change in March was 1.9%. If we were to initiate a marketing campaign to attract students from an area sending school for 2020, we would need to evaluate tuition rates charged by other districts and set a competitive rate. We do have several tuition special education students but those rates are flexible based upon the actual costs of the students' educational programs.

d. Consideration and action to authorize the superintendent to apply for inter district cooperative grants and state and federal grants for various educational programs.

Motion: That the Board authorizes The Superintendent to apply for inter district

cooperative grants and state and federal grants for various educational

programs.

Proposed by: Monica Pomazon
Seconded by: Dan Boisvert
Vote: Carried (vote 8-0)

This is done every year at this time to enable us to apply for grants throughout the year as they become available to us.

e. Consideration and action to change the 2018-19 school calendar, setting June 14, 2019, as the last day of school for students and to establish May 28th as a regular school day.

Motion: That the board approves the changes to the 2018-2019 school calendar as recommended, setting June 14, 2019, as the last day of schools for students.

Proposed by: Joe Aquitante Seconded by: Steven Loiler Vote: Carried 8-0

According to our current calendar, May 28th would be a vacation day. It was set aside as a make-up day for a snow day, but has not been used. If May 28th is a vacation day, the last student day would fall on Monday, June 17. I am proposing that we hold school on May 28th so that the 181st day of school would fall on Friday, June 14th. I have already notified staff that I would be making this proposal to ensure that they did not make vacation plans for May 28th. Faculty currently have a professional development day scheduled for

June 18. That date would be moved to June 17th. If you approve this change to the calendar, I plan to allow an option for teachers to use 6 hours of their own time and present documentation of their work to their building principals. I have several projects in mind that teachers can complete individually or in small groups between now and the end of the school year.

f. Consideration and action to confirm June 14, 2019, 6:00 p.m. for Montville High School graduation.

Motion: That the Board sets the date of June 14, 2019, 6:00 p.m. for Montville High School Graduation.

Proposed by: Colleen Rix
Seconded by: Monica Pomazon
Vote: Carried (vote 8-0)

This is the date set in the Board's approved calendar, and the Safe Grad Committee has based their plans upon this date. It will be the 181st day of school. Based upon that date, the following dates will be set for promotion ceremonies:

- Palmer Graduation, June 12
- Tyl Grade 8 Promotion, June 13
- Elementary School Grade 5 Promotion, June 11
- g. Discussion and action to set a date and time for the Board of Education Retreat.

Motion: To table this discussion until the CABE Lighthouse meeting on May 22, 2019.

Proposed by: Colleen Rix
Seconded by: Monica Pomazon
Vote: Carried (vote 0-8)

h. Discussion and action to set date to visit schools with gift and card to recognize retirees.

Motion: That The Board sets June 7th beginning at 8:30 A.M. in Central Office to recognize its retirees.

Proposed by: Joe Aquitante Seconded by: Colleen Rix Vote: Carried 8-0 Based upon the Communication Committee's discussion of better ways to recognize and celebrate our faculty, we decided to visit each retiree during the school day to present them with a gift and thank you card from the Board rather than recognize them with proclamations at the June Board meeting. We have five retirees, 3 at MHS, 1 at Murphy, and one at Mohegan. Many Board members agreed they could be available to visit the schools on Friday, June 8 starting at the high school at 8:30. We will invite the Mayor and State Legislators to join us if they are available.

i. Apprisal; Montville High School Boys Soccer trip to Ludlow Vermont from August 30, 2019 to September 2, 2019; sixteen students.

Colin Delaney coaches this team and this is his ninth annual team training weekend. Students participate in practices and team building activities. He will be accompanied by assistance coach Chris Ouellette. Students pay \$150 each and are transported by van.

Item 8. Committee and liaison reports.

a. Policy Committee (James Wood).

Committee Chair James Wood; will bring to full board for approval at May meeting: Physical restraint / seclusion

Exclusionary time out – this is new and a process for students to de-escalate providing the student with time to calm down. Students would be removed from class or have visual access to the class removed. These time outs should not be more than thirty minutes. If the timeout exceeds one hour it is recommended that the parent is called and the student is sent home.

Administration of medication – addition of section about bus drivers' training to use EpiPens (Statute requires training must be in place by June 30.)

b. Educational Evaluation Committee (Dan Boisvert)

The E&E meeting was cancelled for this evening.

c. Communications Committee

The Communications Committee meeting was cancelled this month.

d. Principal Reports – Secondary

Montville High School; Heather Sangermano

Academic:

Ted Richmond English classes are working on an Intergenerational writing project, with a group of writers from the Montville Senior Center. Both groups will be writing reflective

letters to themselves. MHS students will write to their adult selves and senior group will be writing to their teenage selves, sharing and discussing with their partner along the way. Extracurricular:

April 11th 15 students participated in the ECC Nation Art Show at NFA. Yu Meng Zhang received the award for Best Drawing.

Culture:

Our counseling department has piloted a new initiative this year call #ShoutOutMHS, where students and staff are recognized for achievements and acts of kindness. These successes are advertised on a bulletin board, social media and postcards that are mailed home.

Josh Cushing is developing a database inviting students and/or their families to volunteer as culture bearers in our school. A directory could be updated and maintained every semester listing volunteer contact information, and the parts of their heritage/experience they would be comfortable speaking to a teacher or class about. The directory would be web-based and available for all teachers depending on their curriculum and class goals. In the beginning of next school year, we could have a PR push via email/snail mail/phone messages, culminating in a presentation at back-to-school night where parents could ask clarifying questions.

Upcoming events:

Spring sports are in full swing

Band concert May 15th 7 pm

PBL Campus BOE report; Heather Sangermano

Academics

Students spent third quarter learning about pivotal points in African history and major geographical features. Now, students will use the background they have gained to begin working on their social entrepreneurship project, which asks them to pick and research an African country and identify a social, economic, or environmental issue that they would like to address. The end goal is to create a business plan that provides a mission, market analysis, funding request, projected revenue, and an explanation of the business' sustainability. Thus far, we have discussed examples of social entrepreneurs in the U.S.

Extracurricular

Internship program-

Presently, three students are being offered paid work experience as a direct result of their internships.

Internship Office is establishing relationships with BRS and EWIB (Eastern Connecticut Workforce Investment Board or Eastern Manufacturing Pipeline) to further develop opportunities for our current and transitioning students.

Culture

Students are currently preparing for their upcoming Outdoor Adventure experiences that will begin in May.

Tyl Middle School; M.J. Dix

Academics:

Tyl Students began Smarter Balanced Testing on March 26th and will continue testing intermittently until the end of May. Each 6th and 7th grade student takes 2 Math tests and one Reading Test. 8th graders take an additional Science test.

Report cards were mailed out on March 22nd. We celebrated Students of the Trimester who represent the highest achieving student in each content area plus exhibit outstanding leadership skills and 225 students who achieved honor roll for the second trimester.

Extracurricular:

On Friday, April 12th, PE teacher Pat McGuire sponsored a Hoops Fundraising Competition to contribute to two different Tyl staff members whose families have serious health needs.

The last PTO Game Night of the year was March 15th and rocked a St. Patrick's Day theme. 200 students enjoyed a great night of gym activities with always popular Dodge Ball, Bingo, card games, art projects and Dancing to Wii.

The Center for Hospice Care was back at Tyl to support a new Grief Group. This is a completely free offer by Hospice of SE CT. 9 new students with permission from their families have asked to join. Linda Bradley is the center's expressive arts coordinator and works with students on their recent traumas through artistic creative expression.

Culture and climate

A new Wellness Committee is up and running in a very positive direction. The committee held their first meeting before the April break. They are initiating a step competition in the building that will pass around a trophy each week for the achiever of the most steps walked. The committee is creating a Pass Appreciation Forward initiative that will begin after April break with each member of the committee sending a little treat and a note to different faculty members encouraging them to pass it on to other staff members.

The committee is organizing an end of year celebration.

Upcoming events:

Band Concerts- May 2; 6th grade at 6:00 and 7th and 8th at 7:30

Chorus Concerts- 6th and 7th grade on the May 30th; 6 & 7:30; 8th grade concert on June 4 7:00

5th grade Parent Orientation: May 8

e. Montville Education Foundation. (Colleen Rix)

Colleen Rix was unable to attend, Laurie reported that grant applications are due on April 30th.

f. LEARN (Robert Mitchell)

Last meeting was a business meeting to review the results from the search consultant and what we are looking for in the next director of LEARN. Eileen is retiring in June.

g. CABE/NSBA (Robert Mitchell).

I attended the NSBA Convention in PA, it was a great convention. I brought back some information on vaping detectors, tobacco products and THC.

h. Montville Youth Services Bureau (Daniel Boisvert).

The Youth Services Bureau will send eight students to the Capital on May 1st where they will participate in a youth led social action demonstration. There will be a presentation on Vaping on May 22nd at 6:30. Summer center has 35 spots available for the summer program. Molly the police dog gave an impromptu presentation at the last meeting, it was outstanding.

i. Student Board Representatives

G. Chouhan (Senior Class)

The Thirst Project, which Ashley and I have mentioned before, is going very well. Student Government is selling t-shirts, NHS is collecting and depositing plastic water bottles to raise money and numerous other clubs have been fundraising. But I am pleased to say that the Thirst Project isn't only being fundraised by the high school clubs, but now also the middle school. Ms. Carvalho was kind enough to take the t-shirts from Student Government and sell them at the middle school and we already have some sales. Not only is the middle school selling the t-shirts from the high school, the Junior National Honor Society at the middle school has also implemented the same protocol for a bottle drive. They collect plastic water bottles and bring them to the high school to help our NHS. It's amazing how much the middle school students wanted to get involved and both student government and NHS are grateful for their support and involvement.

Seldon (Junior Class)

Update: MHS students just returned from a relaxing spring vacation and are excited to finish the fourth quarter of school. The baseball team, softball team, and girls' lacrosse team have maintained stellar records. Student government is continuing to plan for the spring spirit days and pep rally. Both the junior and senior class councils are getting ready to host two proms within the next two months.

Student Report: Just before break I had the opportunity to travel to Tourtellotte High School and attend a very inspiring student leadership conference. We talked a lot of the importance of preserving student voice and the different outlets in a school community where students would have the opportunity to share what is on their mind. I am happy to say that a lot of those things I see at Montville High School. Our school newspaper, The Chieftain, allows students to report on virtually anything they please—in our newest

edition that is soon to be released, there are articles where students share their thoughts on the vaping epidemic at MHS and the criminal justice system. In student government kids have the opportunity to truly impact student life through planning dances, pep rallies, spirit days, and events like the blood drive. Our politics club uses its voice to make an impact in the local community and volunteer for particular campaigns. Even in the classroom, especially English, there are so many opportunities to research topics your passionate about and share them with your classmates in a multimodal fashion. So, I think MHS has built the perfect environment for students to feel like what they believe and say matters.

I know that one of the questions on the student panel was whether we have the right to dictate curriculum in our schools and nearly every student on the panel said no. Of course, this is such a gray area because personally I don't know how the curriculum is made or who makes the curriculum. I don't really even know what it is because it's so broad, but I do believe that as a student I should understand why I learn the things I do and what value they hold for the real world. We can build our schedules to our liking, but we can't choose what topics we get to learn (understandably). I don't even know if this is something that the Board of Education handles, but it was an interesting part of the conference and it seems like something that students from local high schools are beginning to question so I just thought I'd share.

j. Other.

None.

Item 9. Superintendent's Report.

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

As part of the IDEA grant preparation I met with directors from both St Thomas Moore School and St. Bernard's School. We are obligated to develop a plan for providing them with the financial resources allotted through the grant. We don't typically have any students at St Thomas Moore so they receive no funds. For St. Bernard's they have requested instructional supports so we agreed to apply a portion of the grant money to that. A portion will also go toward evaluations and time for our staff at PPT meetings.

I have been working on ESY programming and staffing. I met with various staff to discuss services as well as to review applicants for each position throughout the district. At this point I have the teacher positions filled and am working on the paras and itinerant staff. This year we are offering ESY from July 9^{th} – Aug 1^{st} three days a week for 4.5 hours a day.

We have quite a few students requiring homebound tutoring or other programming so I have spent time finding tutors and securing appropriate planning for those students. One student required tutoring during the school day so I conducted interviews for that position. We currently are contracting with CREC until I secure a tutor.

We had our mental health meeting this month where we reviewed assessment needs, and the movement of students between schools. Staff also shared thoughts on the various tools they would like to incorporate into their tool box for best practices.

I met with our head Nurse Betty Waselik to discuss staffing concerns as well as conferenced with several staff on caseloads and current practices for individual students. Unfortunately I received a call from one of the clinical day schools that service some of our students. There is one particular student they can no longer provide for so I will be attending a meeting tomorrow to discuss next steps.

On a positive note we had another student at the Transition Academy secure employment through the Mohegan Sun which is very exciting particularly because he ages out this year.

Aside from that I continue to work closely with my assistant on required state reports.

b. Report from the Superintendent – Mrs. Pallin

Negotiations: Negotiations with the paras for their wage reopener continues. Our next scheduled meeting will take place at the end of May.

Vacancies: We are currently in the process of filling several positions. Nic had to re-post the position for IT technician. He had two good candidates but unfortunately, they were able to find positions that paid more. We are also actively interviewing for the Murphy School Psychologist and MHS chemistry teacher. HollyAnn Moriarty has been named as the new STEM department chair who will lead the math and science departments next year.

DARE: Murphy and Oakdale have held their DARE culmination ceremonies and Mohegan's will take place this Thursday.

Transportation: I met with Kerry yesterday to review needs for transportation next year and will present these ideas at the transportation committee meeting on Wednesday at 4:00. We have an additional complication to our bus routes due to installation of a gas line on a section of Raymond Hill. We didn't find out until Monday morning that the section of the road left open is too narrow to accommodate a bus and Kerry had to re-route buses to pick up students on Simpson Lane and Raymond Hill Rd. Our dispatcher worked to notify all parents Monday morning of the change. Over vacation Ernie removed all useful parts from old buses and we have completed the scrapping of 8 buses, 1 van, and 1 car.

Testing – High school students received their SAT scores over vacation and we got access to those scores yesterday. Math and English departments will be provided with detailed information about each student and will be asked to analyze and report on students' growth and potential adjustments to curriculum, instruction, and assessment.

Capital Plan – Steve received a formal proposal for the Tyl Boiler Replacement which is item #28 on the capital plan and in our proposed request for 2020-2021. The capital request was \$532,875 and based upon the latest proposal from Emcor Services it looks like

the total cost for the project will be closer to \$420,000 which is about \$112,000 less than shown on our capital plan.

Kindergarten readiness program is fully staffed; this has been a very beneficial program for our students entering kindergarten.

Item 10. Information Items.

- 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.
- Finance Committee meeting at 5:00 on April 30, 2019 at the town hall.

Item 11. Citizens comments (non-agenda items only).

None

Item 12. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Steven Loiler Seconded by: Colleen Rix

Vote: Carried unanimously (vote 8-0)

The meeting adjourned at 7:22 p.m.

Respectfully submitted by,

Robert Mitchell, Chair	Colleen Rix, Secretary
Montville Board of Education	Montville Board of Education
Minutes Approved:	