



**MEETING OF BOARD OF EDUCATION
April 18, 2023 at 6:00 p.m.
MINUTES**

Board of Education Goal:

Montville graduates will possess the skills and dispositions to navigate complex tasks. Our graduates are communicators, information consumers, problem solvers, and independent learners. They exhibit empathy, perseverance, inclusivity and self-awareness.

Library Media Center

Item 1. Call to order/ Pledge of Allegiance / Moment of Silence – 6:00 P.M.

Board Chair Wills Pike called the meeting to order at 6:00 P.M.

Board members attending were: Bob Mitchell, Carol Burgess, Sheelagh Lapinski, Timothy Shanahan, Tina Grove and Lisa Terry. Board Members Grace Carlos and James Wood were absent.

Also participating were: Superintendent Laurie Pallin, Assistant Superintendent Dianne Vumback, Recording Secretary Pamela Rodgers, Business Manager Kathy Lamoureux, IT Director Nic Savoie, Administrators: Paula LaChance, Greg Gwudz, Rob Alves, William Klinefelter, Jill Mazzalupo, David Gollsneider, Amy Espinoza. Town Council Liaison Colleen Rix was absent.

Item 2. Presentations

- a. Montville Marvels – Presentation by Rob Alves, Greg Gwudz and David Gollsneider

Montville High School – For their hard work and dedication during this year’s first annual “Dinner and show” event in March: Sue Walsh, Addy Robarge, Barbara Mann, and Danielle Schulze.

For his hard work and extraordinary efforts while participating in multiple extracurricular activities during the winter months: Meccai Venett.

PBL Palmer Campus – For his longevity and commitment to the alternative high school program: Ed Lilienthal

Leonard J. Tyl Middle School – For her leadership in the drama program: Hannah Desaulnier.

For her leadership in the classroom, being a conscientious student and always encouraging her peers to be their best selves: Kylee Garrand.

- b. Technology Plan – Nic Savoie reviewed the Technology Plan and the five-year technology spending plan

Item 3. Alterations to the agenda

- a. Add 7f, Discussion and possible action to authorize the superintendent to request that the Mayor and Director of School Facilities seek approval of the Town Council to modify the scope of the projects in the \$1,000,000 bond to ensure there are sufficient funds to replace the tennis courts.

Motion: To add item 7f to agenda

Moved by: Bob Mitchell
Seconded by: Timothy Shanahan
Vote: Carried (7-0)

Item 4. Citizens' Comments (regarding agenda items only)

None

Item 5. Letters and Communications

Bob read letter by Ms. Rooks, 9 Fawns Meadow Road, Oakdale regarding transportation request for bus stop at home. Laurie shared her response.

Item 6. Approval of the consent Calendar

Motion: To approve the consent calendar as presented.

Moved by: Tina Grove
Seconded by: Bob Mitchell
Vote: Carried (7-0)

Item 7. New Business

- a. **Budget update: Kathy Lamoureux**

We are currently advertising for a payroll specialist for the District, Carol Lussier has resigned the position effective 4/28.

As the fiscal year winds down, we are analyzing the budget in the following categories:

Salaries; Employee Benefits; Purchase Services; Tuitions; Supplies; Property and Other to review for transfers that are needed to close out the budget.

The projections for the salary accounts are trending within budget taken as a whole as of 3/31. As the year closes we will be adjusting the salary account for the end of the year payroll accrual. Some of the salary objects are projecting shortages such as substitutes and custodial helpers while the paraprofessional account is projecting a surplus because of turnovers and vacancies that were experienced during the fiscal year.

Employee Benefits and purchased services are still being worked on and more information on these categories will be reported on at the next board meeting.

Tuitions along with purchase services for transportation are projected to have shortages. However, we are reviewing the budget appropriation to evaluate if some of the shortages can be offset by other areas in the budget that have overages prior to utilizing the 2% account. These areas are volatile and subject to change based on students moving in or out of the District.

Carol Dodson is reaching out to the State and checking the food service records to see if her program can forgo the Boards contribution this fiscal year which could help offset some of the shortage. We will have more information on this at the next meeting and want to verify this will not raise any issues at the State prior to recommending any adjustments to the budget.

Supplies – Currently the supply orders are being prepared for the start of next school year. Because these accounts are controllable it is anticipated that this category's expenditures will be within the budget allocation.

Property and Dues are trending within budget as of 3/31/2023.

Other Dues -Currently the dues are being renewed and it is anticipated that expenditures will be within budget.

- b. Consideration and action to authorize the Superintendent to apply for inter-district cooperative and state and federal grants for educational programs.

Motion: To authorize the Superintendent to apply for inter-district cooperative and state and federal grants for educational programs

Moved by: Tina Grove

Seconded by: Wills Pike

Vote: Carried (7-0)

Superintendent Pallin explained that this is language we adopt each year. It empowers us to submit applications like the security grant, HVAC grant, and federal entitlement grant application without Board approval for each application.

c. Discussion regarding before / after school care

Superintendent Pallin - I was asked by a Board member that the Board consider the parent's request for before school care at Mohegan.

Background information for the Board includes:

- The care cannot be provided by district staff; does the Board want to consider offering space to an outside provider.*
- At the three elementary schools, the only possible space would be the cafeteria so the daycare provider could not store materials or supplies and would need to empty quickly to start serving breakfast once our student arrival time begins*
- We have tried to offer this in the past, but there was not enough interest to be financially viable for the provider. A program at Oakdale about 5 years ago was closed after only one year due to lack of participation. Is there enough interest now? Surveys are not a good way to find out because parents don't know cost or location and potential need to change schools. In the past survey many more parents indicated interest than actually participated. At this time we have a letter from only one parent.*
- Is there a non-profit provider who would be interested? It would take some research to develop a process to offer a money-making opportunity to a private provider since it would potentially be taking work away from other providers in town.*
- If there was one site in the town, we might create an enrollment issue at that school because all students who attended before or after school care would need to attend the elementary school where the care is located.*
- Currently no matter where a family lives in town, their child can go to any daycare and we provide transportation for them to go to the school in that daycare's district.*

Board members engaged in discussion about the benefits of care located at a school, citing another area district's program and stating that there may now be more interest in such a program in town. They also discussed the possibility of offering care through the town Park and Rec or Youth Services program.

Board Chair Wills Pike will have a discussion with Town Council, all board members agreed.

d. Consideration and possible action to adopt the HMH into Math Program for

grades 6-8 as recommended by the E&E committee at its March 7, 2023 meeting

Motion: To adopt the HMH into Math Program for grades 6-8 as recommended by the E&E committee

Moved by: Bob Mitchell
Seconded by: Wills Pike
Vote: Carried (7-0)

Superintendent Pallin - This new math program will be paid for using ESSER grant funds. Three programs that fully meet EdReports criteria for standards-based math instruction were reviewed and this was the unanimous choice of the Tyl math dept. The textbook request and selection rubric are in the Board's OneNote.

- e. Consideration and action to approve revised job descriptions

Motion: To send the job descriptions to the policy committee for further review

Moved by: Bob Mitchell
Seconded by: Lisa Terry
Vote: Carried (7-0)

Superintendent Pallin - Now that policies are completed, we are working on updating our job descriptions. We are using one format (see sample provided) and attacking job descriptions as we post positions. Many of our job descriptions are over 20 years old and it is a goal to create current documents for every position. However, like policy revisions, this is a formidable (multi-year) task. OneNote binders have new job descriptions for: Principal, secondary assistant principal, athletic director, athletic trainer, head coach, assistant coach, bus driver, monitor, behaviorist, STEM coach, and school safety officer.

Wills Pike stated this this is appropriate work for the Policy Committee

Lisa Terry asked if the job descriptions required union approval and if they would result in a change in work expectations. Laurie replied that they would be developed in collaboration with the unions and that they would accurately reflect the current work of the positions.

- f. Consideration and action to set the 2023-2024 tuition rates as follows:

	<u>General Education</u>	<u>Special Education</u>
Elementary	\$11,970	\$31,860*

Middle School	\$12,570	\$31,520*
High School	\$13,070	\$29,230*
Pre-School		\$30,660*
Other Service		Negotiable
Palmer Building		
PBL Program		\$42,190*
Pathways Program		\$56,580*
Other Services		Negotiable

* Additional costs may be assessed based on the student's Individual Educational Program (IEP)

Motion: To set the 2023-2024 tuition rates as stated above

Moved by: Wills Pike
Seconded by: Tina Grove
Vote: Carried (7-0)

Superintendent Pallin - This is an annual motion. Rates have been increased by 6% based upon the Consumer Price Index. (The worksheet for calculations is in OneNote.) We do not accept tuition from individual students' families to attend MPS, but we do accept tuition students from other towns (most frequently special education students at Palmer) and DCF 603 placements. The original tuition rates were set years ago based upon market rates when we had Bozrah and Sprague students at MHS. Rates for individual students are adjusted based on the actual costs of students' educational programs.

- f. Discussion and possible action to authorize the superintendent to request that the Mayor and Director of School Facilities seek approval of the Town Council modify the scope of the projects in the \$1,000,000 bond to ensure there are sufficient funds to replace the tennis courts.

Motion: To authorize the superintendent to request that the Mayor and Director of School Facilities seek approval of the Town Council modify the scope of the projects in the \$1,000,000 bond to ensure there are sufficient funds to replace the tennis courts

Moved by: Bob Mitchell
Seconded by: Wills Pike
Vote: Carried (7-0)

Superintendent Pallin - The \$1,000,000 bond approved through town referendum specified \$750,500 for the tennis court replacement and \$219,395 for track replacement with \$30,105 for contingencies and cost of issuance. However, as we are finding with all current projects, costs have increased since

the original quotes.

The contract we have negotiated with Classic Turf Company for the tennis court replacement has a total cost of \$871,155 which covers tree stump removal but does not including removal of the trees themselves and we may have additional costs for an ADA compliant sidewalk to the courts. It is my recommendation that we would defer all work on the track until we complete the tennis court project. We have found a lower cost solution for the track (about \$160,000), but Steve, Rob, and I all believe that the tennis court replacement is a much higher priority as the courts are not currently playable, but the track can be used in its current condition with minor repairs by our staff for at least another year if needed.

We have been told that the earliest start date for this project is sometime in August and it would take about 4 months for completion of the project.

Wills Pike expressed support for using the nonlapsing 2% account to pay the difference needed to complete the work on the track. Kathy and Laurie responded that they recommend completing the tennis courts first and assessing the funds available for the track at that time.

Item 8. Committee and Liaison Reports:

- a. Policy - no meeting
- b. Education Evaluation -Bob Mitchell, meeting tonight, discussed changes in Reading English Learning Program for the middle school.
- c. Communications Committee – no meeting
- d. Montville Education Foundation – meeting last night, Laurie was unable to attend.
- e. LEARN – next meeting will be on Thursday morning.
- f. CABE/NSBA- Bob Mitchell, first look at state budget, dues increase.
- g. Montville Youth Services Bureau - next meeting will be on Thursday.
- h. Student Board Representatives

Junior Class Representative: Alexa Beams –

April has been an exciting and busy month for students at MHS. Spring sports are in full swing and athletes have been working very hard. Highlights for the season so far include a win for the baseball team, state qualifying track athletes, and two students being nominated for ECC student athlete of the week. Just before spring break, 60 students, including myself, had the opportunity to participate in Read Across America. They partnered up and visited one of our three elementary schools to have fun reading a book of their choice and doing an activity with a class. As we look ahead to the rest of the month, the MHS Arts Council is hosting a craft fair on April 22nd right here at the high school, and on May 6th, the class of 2024 is having their junior prom. I think I can speak for most

students when I say spring vacation was a much-needed break and we are returning feeling refreshed for AP tests that are coming up in the next few weeks and are ready to finish out the school year strong.

Senior Class Representative: Matthew Malbourn – No report

- i. Principals' Report – none

Item 9. Report on District Operating Plan (Vision, Goals, and Strategies)

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

Pre-School Screening

As you may know we completed our preschool screening in March. We had close to 40 children attend in small groups throughout the day. Each session took about 30 -45 minutes, with 8 children per group. These participants were a result of our community outreach through advertisements on our website, networking and simply word of mouth. Out of the 40 participants we referred 3 for evaluations and recommended 5 to be rescreened in the fall.

CTAA (CT Alt Assessment) has begun this month. The CTAA is the CT Alternative Assessment and is for those students with significant cognitive disabilities identified through the Planning and Placement Team as meeting the eligibility criteria. Trained teachers administer the Alt Assessments individually to the eligible students. This is a very small number of students with the majority of our special education students taking the regular SBAC but some with accommodations.

I have begun the process of filling positions and programs for this summer's ESY program. I have been able to fill most of the positions with our current Montville staff however have needed to post outside the district for some of our specialized support staff. This year we will run a preschool program, a k-5 and 6-12 special needs program along with a Social Skills and Transition Program.

Aside from that our staff are still navigating the CT-SEDS system with continued issues which is very frustrating and often time consuming. The state did offer a stipend to all districts that applied and we will be utilizing that to compensate our staff for the additional time and effort the system has entailed.

- b. Report from the Assistant Superintendent – Dianne Vumback

I am excited to share with you that I have become a member of the Eastern Connecticut Regional Crisis Team, where we are creating a network of support, mutual aid and community in Eastern Connecticut. We will internally prepare our crisis teams to respond to events in our district and also be able to support communities experiencing a crisis by providing trauma mitigation after a critical incident. To that end, the Eastern Connecticut Regional Crisis Team did activate

this weekend and requested support to New London High School following the death of a student. I am proud to share that our social workers responded and were on stand-by to help. Our middle school social worker will be at NLHS tomorrow and our high school social worker is ready to go Thursday if called.

I met with all of our Beginning Teachers in Montville before vacation. It was wonderful talking to them and discussing the things they were excited about and problem-solving their concerns. They are all enjoying their positions and working with our students.

All new teachers participate in TEAM. Teacher Education and Mentoring. It is a comprehensive professional development and teacher support program that aims to provide new teachers with the resources, guidance, and mentorship necessary to succeed in the classroom.

Most teachers participate in a 2-year program focusing on 5 modules:

- *Classroom Environment*
- *Planning*
- *Instruction*
- *Assessment*
- *Professional Responsibility*

I met with them to do Module 5 which is different from the other four modules, which are primarily classroom centered.

To fulfill Module 5 requirements, teachers must engage in district-facilitated conversations that focus on ethical and professional dilemmas and their professional responsibility to students, the larger school/district educational community and to families.

This provides us with an opportunity to further encourage reviewing our board policies and understanding their obligation around ethical situations. It stresses their work as role models and the ability to make wise decisions when faced with ethical dilemmas. We collaborated on case studies involving cultural sensitivities, bullying, social media use and FERPA, which is protecting student information.

I was impressed with their response to the case studies and how they truly captured the importance of fostering positive relationships and establishing safe and welcoming classroom environments.

c. Report from the Superintendent – Laurie Pallin

Mental Health Services – The Montville Opioid Response Committee and the Mayor have earmarked \$16,800 to support one day per week of Project Courage

services for the 23-24 school year from funds the town received in Opioid Settlement Funds.

Additionally, we are moving forward with a UCFS clinic at Tyl to provide mental health services. The clinic will be staffed 5 days a week starting next fall.

Facilities - HVAC Grant – Kathy and I have a meeting on Friday with the state to get a better understanding of why our HVAC grant application was not awarded funds. We have been told the second round of grants will open in August, with a due date of Dec. 1 with awards granted in early 2024. The timing of this next award will be problematic once again.

High Quality Staff – We have completed internal transfers for next year’s vacancies and have begun to post positions and interview applicants. We have some solid candidates for English at Tyl and MHS and special ed at Tyl and elementary. At this time we are just filling vacancies, not new positions in the budget request.

Security – Our building principals have reviewed information released from Nashville, TN and discussed lessons we might learn. We continue proactive efforts to enhance security. For example, we know that the Nashville shooter researched possible sites on the internet. We plan to post details of our security initiative that demonstrate the strength of our security including the presence of armed SSO/SROs, however we will make sure that there are no maps posted of our schools. School cameras can now be viewed at Montville dispatch. Nic is setting up accounts and providing training.

Response to Potential Swatting Call was reviewed with Officer Aleshire:

- *Announce – “The school is in lockdown due to a phone threat.”*
- *Staff should follow lockdown protocols; they should not leave their classrooms.*
- *Police will be dispatched to search school, SSO / SRO will start sweep of school*
- *Lockdown will end when school is cleared.*
- *Rest of district will be in a building secure.*

Dianne and I are attending a school violence workshop on Thursday led by the FBI to continue our learning.

June 14th will be ½ day and last day of school.

Item 10. Information Items

- a. Public Hearing on General Government Budget, April 26, 2023, 6:00 P.M.
- b. Public Hearing on Board of Education Budget, April 27, 2023, 6:00 P.M.
**Both hearings will take place in the MHS Auditorium*
- c. Vaping and Internet Safety Parent meeting at MHS auditorium, 6:00 tomorrow night
- d. Tyl Drama – Matilda April 26, 27 at 6:30

Item 11. Citizen’s Comments

Jennifer Natale, Kindergarten teacher Charles Murphy Elementary school, had question and concerns regarding the protocol of lockdown and fire drills.

Item 12. Board Chair Remarks

Wills – The Montville Cannabis Dispensary will be giving the town a 3% tax to be used for social services or education programs. Could help future programs for increased Social Workers and hours for Project Courage.

The 2% account was discussed earlier in the evening and emphasized importance of utilizing those funds.

Thanked all BOE members, school staff and administrators for a job well done!

Item 13. Future Agenda Items

None

Item 14. Adjournment

Motion: To adjourn.

Moved by: Timothy Shanahan

Seconded by: Bob Mitchell

Vote: Carried (7-0)

The meeting adjourned at 8:08 P.M.

Respectfully submitted by,

Wills Pike, Chair
Montville Board of Education
Minutes Approved: _____

Bob Mitchell, Secretary
Montville Board of Education