

**TOWN OF MONTVILLE
REGULAR MEETING OF BOARD OF EDUCATION
MONTVILLE HIGH SCHOOL LIBRARY/MEDIA CENTER
Tuesday, December 15, 2015, at 6:00 p.m.**

2015-2016 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 Carrie T. Baxter, Daniel Boisvert, Steve Loiler, Kim Navetta, Todd Pomazon, Colleen Rix, Valerie Smith, James Wood, and Robert Mitchell, Jr.

Also present were Superintendent of Schools Brian Levesque, Assistant Superintendent of Schools Laurie Pallin, Administrators Denise Dunning, Amy Espinoza, Jill Mazzalupo, Heather Mileski, Tanya Patton, Allison Peterson, Jennifer Russell, and Jeff Theodoss; and Student Board Representatives Rohit Sinha and Karishma Chouhan.

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:

Montville High School: Principal Jeff Theodoss and Assistant Principals Jason Daly and Tatiana Patton recognized Montville Marvels Abigail Baukus and Stacia Tibbetts for their outstanding academic achievement and positive involvement in the Montville High School Community. These certificates were presented by Board Member Valerie Smith.

Presentation: B) Holiday Songs by the Montville High School Carolers.

Board Chair R. Mitchell introduced Montville High School Carolers who performed three Christmas songs—Deck the Halls, God Rest Ye Merry Gentlemen, Rudolph the Red-nosed Reindeer. One caroler commented that the group had been practicing the songs since August.

Motion: That the Board amends the agenda to add Item 12A: Executive Session to discuss personnel matters and include Superintendent Levesque and Assistant Superintendent L. Pallin.

Proposed by: Valerie Smith

Seconded by: Jim Wood

Vote: Carried unanimously (vote 9-0)

The meeting recessed briefly at 6:14 p.m. for refreshments of cookies and punch and resumed at 6:26 p.m.

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: Todd Pomazon

Seconded by: Carrie Baxter

Vote: Carried unanimously (vote 9-0)

Item 6. Report from Student Board Representatives.

The student representatives Rohit Sinha and Karishma Chouhan gave a report to the Board as follows:

1. The Drama Department had a very successful showing of *The Odd Couple*, the female version, whose actors were exceptional. The department will start preparing for the spring show in January.
2. The MHS Band just finished a successful concert on Monday, December 14, where there were four instrumental ensembles.
3. The Caroling Choir has been very active and has completed twenty separate engagements in December alone.
4. The MHS Choir has a concert tomorrow night, December 16 at 7:00 p.m. and all are encouraged to attend.
5. On December 11, the Music Department hosted a holiday dinner that was successful and well attended.
6. The Montville Arts Council is holding an Open Mic Night on Thursday, December 17 from 6:00 – 8:00 p.m. A few alumni will be returning for the event some of who have been published.
7. The YES Club Peer Tutoring Program has placed high school students in each elementary school and at Montville Youth Services Bureau in town.

8. The YES Club food drive for Thanksgiving produced 250 nonperishable items that were then donated to the Montville Senior Center.
9. On Saturday, December 12 the International Club volunteered at the Haitian Health Foundation in Norwich loading a container truck full of medical supplies, food, and personal hygiene items. In addition, the Club is selling beautiful paper crafted ornaments, handmade from old holiday cards. Ornaments are \$5.00 and all proceeds will be donated to the Haitian Health Foundation.
10. As part of the MHS Safety Board, four different police departments brought in K-9 dogs to sniff and search for drugs. After the lockdown, the police and their dogs visited the ELL to demonstrate their training and procedures for specific scenarios.
11. On Tuesday, December 8 personal finance students attended a field trip at Chelsea Groton Bank to tour their headquarters, spoke with over a dozen employees about their jobs, and learned about the importance of banking.
12. The Class of 2018 held a tag sale on December 9 at Fair Oaks.
13. The quarterly honor roll breakfast was held on December 2nd.
14. Five MHS student athletes—Mady Whittaker, Noah Cook, Lucas Chaude, Kevin Murtha, and Rachel Marchini—received All-State recognition from the fall sports season.
15. The winter sports all have their first games/meets this week. Indoor track has their first meet at the Coast Guard Academy on Saturday, December 19. Wrestling has their first meet at home on Wednesday. Girls' basketball has an away game at Lyman Memorial. Boys' basketball and cheerleading are at home this Saturday.
16. Ninety-eight student athletes made honor roll in the first semester.
17. Boys' soccer coach Colin Delaney was recently named the CT High School Coaches Association boys' soccer Coach of the Year.

Chair B. Mitchell asked the Students Representatives to hold the date for the CABA Day on the Hill to be held on March 2, 2016, in Hartford.

Item 7. Unfinished business. -- None

a. Assignment of liaison position.

Per discussion of the Board, Board member Kim Navetta was assigned as liaison for the Montville Education Foundation replacing Board member Steve Loiler who has had a hard time attending meetings due to his work schedule. Board member C. Baxter will give up her position as liaison on the LEARN Board and has contacted Dr. Howley about an upcoming successor. Board member Colleen Rix will replace her. Chair B. Mitchell will be retained as liaison for the CABA/NSBA and the Montville Youth Services Bureau. He commented to Board member D. Boisvert that there are five openings on the Bureau's Board and suggested that he contact Town Hall regarding the same.

Item 7. New Business.

- a. Consideration and action to approve the proposed Capital Improvement projects.**

Motion: That the Board approves the proposed Capital Improvement projects.

Proposed by: Jim Wood

Seconded by: Carrie Baxter

Vote: Carried unanimously (vote 9-0)

Prior to the vote, Superintendent B. Levesque commented on the Capital Improvement Program report submitted to the Board via Dropbox. He stated that the list has items in excess of \$10,000 with many having been on the list for several years. He further explained that the list with priorities highlighted at the bottom of each page would be sent to the Town for consideration although in years past the Town has not funded the items.

- b. Discussion of budget development for 2016-17, consideration and action to approve budget strategies for 2016-17.**

Motion: That the Board approves budget strategies for 2016-17.

Proposed by: Steve Loiler

Seconded by: Jim Wood

Vote: Carried unanimously (vote 9-0)

Prior to the vote, Superintendent B. Levesque explained that the Board Goals are used as a guide and correlates to the budget development process which will remain the same. Budget information for the fiscal year 2016-0217 will occur at the Board's February 2016 budget meeting. Board member J. Wood asked about feedback from the Town regarding the upcoming budget process. Superintendent Levesque replied that the Town has lost a lot of money and the Board budget will reflect a reasonable, fiscally responsible need. Board member C. Baxter asked the Superintendent about highlights of the Board Goals. Superintendent Levesque responded that the current Board Goals were tweaked but not really changed.

- c. Set the date of Tuesday, February 9, 2016, for the Special Meeting for the Board of Education Budget Meeting and for budget discussions.**

Motion: That the Board sets the date of Tuesday, February 9, 2016, for the Special Meeting for the Board of Education Budget Meeting and for budget discussions.

Proposed by: Valerie Smith

Seconded by: Carrie Baxter

Vote: Carried unanimously (vote 9-0)

Prior to the vote, Superintendent Levesque explained that the Board's February 9 special meeting will begin at 6:00 p.m. where questions will be asked of administrators. The budget will be submitted to the Town by March 15, 2016. Superintendent Levesque will provide the new Board members with a copy of last year's budget before the Christmas break for their review.

Item 9. Committee and liaison reports.

a. Policy (James Wood).

J. Wood reported that the Committee met earlier this evening and he was reelected chair for which he thanked the Committee members. Several policies were revised and endorsed for Board approval at the January 2016 meeting as follows:

- 5140: Student Discipline Policy that incorporates drug language that will rescind 5131.6, Drug Policy;
- Smoke/Drug Free School Grounds Policy concerning staff and community;
- 4118.25, Reporting Child Abuse and Neglect;--Superintendent Levesque chairs the Rapid Response Team that evolved out of an incident that occurred at Stamford Public Schools last year.
- 5144.1, Restraint and Seclusion.

b. Educational Evaluation (Carrie Baxter).

At the meeting this evening, C. Baxter was appointed as the new chair of the Committee replacing Chair B. Mitchell. Meeting dates were set for the year and a new social studies course, History Through Film, was endorsed and will be brought to the full Board for approval. She also reported that a report was heard on the Community Service Activity Committee that an advisory program will communicate and survey students about community service. Results will be reported back to the Board.

c. Montville Education Foundation (Kim Navetta/Brian Levesque).

S. Loiler reported that he was unable to attend the last meeting but upon review of the Foundation minutes one of two mini grants was awarded and it was moved to award one grant award up to \$10,000. He also reported on the Jim Spinnato Hypnotist Event that will be held on March 19, 2016, at 6:00 p.m. and the annual golf tournament scheduled for August 8, 2016. K. Navetta was appointed this evening as the new liaison.

d. LEARN (Colleen Rix).

C. Baxter reported that she was unable to attend the meeting. Board member Colleen Rix was assigned this committee earlier in the meeting.

e. CABE/NSBA (Robert Mitchell).

B. Mitchell reported that the CAFE Day on the Hill will occur on March 2, 2016 at 8:00 a.m. in Hartford where there will be a breakout session with Student Board Representatives. The CAFE Conference held last month at the Mystic Marriott was filled to capacity and registration for the event was closed. B. Mitchell also reported that he would travel to Washington in January to lobby Congress.

f. School Building Committee (Todd Pomazon). – No report

g. Atlantic Broadband Communications Advisory Council (Todd Pomazon).

T. Pomazon reported that the next meeting of the Advisory Council will be held in January.

h. Montville Youth Services Bureau (Robert Mitchell).

Chair B. Mitchell reported that a holiday dinner was held for the Bureau Advisory Board at the Norwich Inn & Spa. Superintendent Levesque, who sits on the Advisory Board, reported that three cases were heard by the Bureau last week; two of them were new cases. A couple of cases will be heard at the next Board meeting.

i. Administrative Monthly Reports.

S. Loiler said he especially enjoyed reading the reports particularly about the functions that the Board is not able to attend.

j. Chair's Remarks.

Chair B. Mitchell reported that Board member V. Smith would be leaving the Board as of this evening. V. Smith commented that she enjoyed her time on the Board, learned a lot, and was grateful for the opportunity.

k. Other. -- None

Item 10. Superintendent's Report.

a. Report from Assistant Superintendent – Mrs. Pallin.

- Data Dashboard: I met yesterday with Jonathan Costa to explore a system for creating a data dashboard for the district. We currently have a great deal of student data housed in a variety of locations (SAT, PSAT, and AP data is stored by the College Board; CMT, CAPT, Smarter Balanced, and post-graduation data are maintained by the State department; STAR and DIBELS are stored by the individual vendors; LAS Links is maintained by McGraw Hill; course grades, attendance, and discipline are stored in Aspen). This makes it very difficult to cross reference data or to make the data accessible to the appropriate people. Jonathan

Costa demonstrated a relatively inexpensive system that migrates data from all of these sources into one dashboard. I have requested that a representative come to the district to share the program with Brian, Nic, and administrators.

- Testing: LAS Links tests arrived in district today, and we will begin testing our English Learners upon return from vacation. Sheila Bedard and I attended workshops on administration of the SAT for state accountability purposes to all juniors during the school day on March 2nd. Students who had registered for the Saturday, March 5th test will be allowed to reschedule for a later date or cancel that test and receive a refund. Suzanne Bedard, my secretary, has been creating tables for building principals and teachers showing the correlation between Smarter Balanced scores and STAR assessments.

b. Monthly Update – Mr. Levesque.

Budget: We are in the process of building the 2016-2017 budget. Kathy and I recently reviewed our staff rollover for next year. This is a large portion of our budget. We will be analyzing these numbers over the next several weeks as we build this budget. Tomorrow we have a meeting with our insurance broker to review insurances for next year. This is also a large driver of our budget.

E-rate: Nic and I have started the e-rate process for next year. We have a meeting later this week to review e-rate. We anticipate our phone reimbursement for next year to decline to 20%. The following year it will be 0. As a result of this, Nic, Steve, and I have been looking at making changes to our phone services. We are looking at how we may be able to change to a voice over internet phone (VOIP) system. Our current system is going to soon be obsolete. The system we looked at recently will allow for us to get a new phone at less of a cost than what we pay now. We are doing a demo of this system in the coming weeks.

Superintendent Levesque added that Nic Savoie's email address had been hijacked and gave his new email address as nicsavoie@montvilleschools.org.

Item 11. Information items. – None

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

Uncasville resident Angie Leonard, who said it was her first time attending a Board meeting, commented on whether student test scores and enrollment would result in reducing and/or closing schools. She also asked where and how she could get a copy of the Board of Education budget and if it would be on the district website.

Item 12A. Executive Session.

Motion: That the Board goes into Executive Session at 7:00 p.m. to include Superintendent B. Levesque and Assistant Superintendent L. Pallin for discussion personnel matters.

Proposed by: Steve Loiler

Seconded by: Valerie Smith

Vote: Carried unanimously (vote 9-0)

Motion: That the Board comes out of Executive Session at 7:18 p.m., with no votes taken.

Proposed by: Steve Loiler

Seconded by: Kim Navetta

Vote: Carried unanimously (vote 9-0)

Item 13. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Steve Loiler

Seconded by: Kim Navetta

Vote: Carried unanimously (vote 9-0)

The meeting adjourned at 7:19 p.m.

Respectfully submitted by,

Robert Mitchell, Chair
Montville Board of Education

Carrie Baxter, Secretary
Montville Board of Education

Respectfully submitted by:
Gloria J. Gathers, Board Recording Secretary

Minutes Approved: _____