

**TOWN OF MONTVILLE  
REGULAR MEETING OF BOARD OF EDUCATION  
MONTVILLE HIGH SCHOOL LIBRARY/MEDIA CENTER  
December 20, 2016, at 6:00 p.m.**

**2016-2017 Board of Education Goal:**

**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 Baxter, Sandra Berardy, Daniel Boisvert, Steve Loiler, Kim Navetta, Monica Pomazon, James Wood, and Robert Mitchell. Board member Colleen Rix was absent.

Also present were Superintendent of Schools Brian Levesque, Assistant Superintendent of Schools Laurie Pallin, Director of Special Services Paula LaChance, Business Manager Kathy Lamoureux, Administrators Denise Dunning, William Klinefelter, Jill Mazzalupo, Heather Sangermano, Jennifer Russell, and Jeff Theodoss. Student Board Representatives Karishma Chouchan and Joshua Archibald were absent.

**Item 2. Pledge of Allegiance.**

All stood and pledged the flag.

**Presentation: A) Holiday Songs by the Montville High School Chamber Choir; Performing Angels We Have Hear on High and Carol of the Bells.**

In resounding, harmonious acapella, the Montville High School Chamber entertained the Board with two holiday songs *Performing Angels We Have Hear on High* and *Carol of the Bells*.

**Presentation: B) Montville Marvels.**

**Palmer Building:** Principal H. Sangermano recognized Montville Marvel Camille Douglas for acting as a role model for her peers by demonstrating kindness, respect, perseverance, and confidence. This award was given by Board member Kim Navetta.

**Item 3. Hearing of delegates and citizens (regarding agenda items only). -- None**

**Item 4: Letters and communications.**

C. Baxter read a card from Mrs. Pomazon, Daughter, and Family in thanks for the acts of kindness shown them by the Board since the untimely passing of the husband/father/grandfather and long-time Board member, Todd Pomazon.

**Item 5. Approval of Consent Calendar.**

**Motion:** That the Board approves the Consent Calendar.

**Proposed by:** Steve Loiler

**Seconded by:** Jim Wood

**Vote:** Carried (vote 8-0)

**Item 6. Unfinished Business.**

**a. Assignment of liaison position.**

**Motion:** That the Board assigns Monica Pomazon as Board liaison for the Atlantic Broadband Advisory Council.

**Proposed by:** Jim Wood

**Seconded by:** Carrie Baxter

**Vote:** Carried unanimously (vote 8-0)

**b. Discussion of Communications Committee and appointment of members.**

**Motion:** That the Board nominates and appoints Board members Carrie Baxter, Sandy Berardy, and Steve Loiler to the Communications Committee.

**Proposed by:** Dan Boisvert

**Seconded by:** Kim Navetta

**Vote:** Carried (vote 8-0)

Per discussion, Superintendent Levesque stated that although appointees were previously approved since that time there has been a change of membership on the Board. The first meeting of Committee will be held on January 10, 2017 at 5:00 p.m. Chair Mitchell commented that the Committee would be the third standing committee that would work to improve communications with the Town and its shareholders.

**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:** Carrie Baxter

**Seconded by:** Monica Pomazon

**Vote:** Carried unanimously (vote 8-0)

Superintendent B. Levesque spoke about the ongoing water filtration issue, potable water, and the manganese in the pipes at the high school. He said that Director of Facilities Steve Carroll spoke to the possibility of drying out the pipes to remove the manganese. Superintendent Levesque also said that the project list would be sent to the Town.

- b. Set the date of Tuesday, February 14, 2017, for the Special Meeting for the Board of Education Budget meeting and for budget discussions.**

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

**Proposed by:** Steve Carroll

**Seconded by:** Jim Wood

**Vote:** Carried unanimously (vote 8-0)

Per discussion, Superintendent B. Levesque stated that the meeting would be a short one with a short presentation of the upcoming budget and receipt of the Board of their budget notebooks.

- c. Consideration and action to request that the Montville Town Council deposit into a dedicated, non-lapsing account, the unexpended educational appropriation for fiscal year 2015-16 as determined by the auditor's report for the fiscal year, which ended June 20, 2016. This amount of \$25,596 which does not exceed 1% of the total budgeted appropriation for fiscal year 10`5-16, as allowed under CT State Statute Sec. 10-248a.**

**Motion:** That the Board requests that the Montville Town Council deposit into a dedicated, non-lapsing account, the unexpended educational appropriation for fiscal year 2015-16 as determined by the auditor's report for the fiscal year, which ended June 20, 2016. This amount of \$25,596 which does not exceed 1% of the total budgeted appropriation for fiscal year 10`5-16, as allowed under CT State Statute Sec. 10-248a.

**Proposed by:** Carrie Baxter

**Seconded by:** Kim Navetta

**Vote:** Carried unanimously (vote 8-0)

Per discussion, Superintendent Levesque stated that the fund if approved by the Town Council is not targeted for a specific project but would instead be used for an unanticipated cost. He added that although the Town did not approve the request last year, a letter would be sent to the Town Council tomorrow regarding the same.

- d. Consideration and action to approve the course, 3-D Design as recommended by the E&E Committee at its November 15, 2016, meeting.**

**Motion:** That the Board approves the 3-D Design course as recommended by the E & E Committee at its November 15, 2016, meeting.

**Proposed by:** Sandy Berardy  
**Seconded by:** Carrie Baxter  
**Vote:** Carried (vote 8-0)

Per discussion, Assistant Superintendent Pallin commented that the course is the consolidation of the sculpture and jewelry course that is hoped will attract more students and be less cost prohibitive as well as align with 20<sup>th</sup> century ideology.

- e. Consideration and action to eliminate Basic Foods and replace it with a three-course sequence (Culinary 1, 2, and 3) as recommended by the E&E Committee at its November 15, 2016.**

**Motion:** That the Board approves the action to eliminate Basic Foods and replace it with a three-course sequence (Culinary 1, 2, and 3) as recommended by the E&E Committee at its November 15, 2016.

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

Per discussion, Assistant Superintendent Pallin said that the course would be a pathway for students to be career ready according to State requirements.

- f. Consideration and action to join a coalition of Connecticut School district leaders under the guidance of the District Management Council, to address significant long-term challenges including declining enrollment, facing school districts today.**

**Motion:** That the Board approves the action join a coalition of Connecticut School district leaders under the guidance of the District Management Council, to address significant long-term

**challenges including declining enrollment, facing school districts today.**

**Proposed by:** Steve Loiler  
**Seconded by:** Jim Wood  
**Vote:** Carried (vote 8-0)

Per discussion, Superintendent Levesque said that the district had been a member of the educational think-tank for four (4) years that has been dealing with operations, educational achievement, future demographics, and solutions for the same in an ongoing study of 10-15 Connecticut schools. He said that the coalition utilizes the data of the districts to find ways to reduce costs over a course of 3-4 budget cycles. The cost to the district is \$80,000 much less than it would have been if the district had not been a party to the coalition. Superintendent Levesque stated that Board members S. Berardy and D. Boisvert, and he attended a seminar in Hartford recently where discussion involved decreasing enrollment that is projected to be 13% over the next five (5) years. As to a question by S. Berardy regarding results of the study and the district's declining enrollment, Superintendent Levesque stated that some districts have used the results to fine tune their Special Education program but the indicators for enrollment within district will scrutinized. He further stated that the process involves a study phase, accumulation of data by the summer of 2017, and then recommendations/implementation of the data by fall of 2018. Commenting to further questions by the Board, Superintendent Levesque said that no district programs would be sacrificed from projections.

**Item 10. Committee and liaison reports.**

**a. Policy Committee (James Wood).**

J. Wood reported that the Committee met this evening and continued review of a new policy regarding transgender students that was tabled from the October meeting. The Committee agreed to postpone discussion pending information obtained from a seminar regarding the topic that will be given at the upcoming CABE Conference. As a result, the Committee agreed that the policy was not needed with the district's thorough anti-bullying policy.

**b. Educational Evaluation Committee (Carrie Baxter).**

C. Baxter reported that the Committee met earlier this evening a heard about a full year guitar ensemble course to be replaced with and Honors Physics AP course.

**c. Montville Education Foundation (Kim Navetta).**

K. Navetta reported that the she was unable to attend the MEF meeting. She also stated that she would be leaving the Board due to a transfer of her job to Massachusetts.

**d. LEARN (Colleen Rix).**

C. Rix reported was unable to attend the meeting.

**e. CABE/NSBA (Robert Mitchell).**

B. Mitchell stated that he would be attending the NSBA lobbying in Washington, D.C. with the new legislation in January.

**f. School Building Committee. No report**

**g. Atlantic Broadband Communications Advisory Council (Monica Pomazon).**

B. Mitchell stated that M. Pomazon would be filling the position on the Council.

**h. Montville Youth Services Bureau (Robert Mitchell).**

D. Boisvert reported that the Bureau would not meet again until March 2017. Superintendent B. Levesque commented that there had been no new cases to the JRB in two (2) months.

**i. Student Board Representatives.**

S. Berardy asked about the question posed at last month's meeting about reinstating History Day. L. Pallin that she spoke with Mr. Orbe who said that there was no student interest and he is not in favor of imbedding it into a course. C. Baxter reported that her children have come happy about the changes in the lunch program as was proposed. L. Pallin reported that she and H. Buchholtz had met with students about the quality of the food which she said gleaned positive feedback. New food items such as a wrap grinder have been introduced. A study will be created by J. Archibald and sent to students and staff. As well, H. Buchholtz will visit other school districts for options. As to more volunteer activities, L. Pallin spoke about the United Way toy distribution and said she reached out to J. Theodoss about increased hands-on learning. In addition, an application will be made to the MEF to sponsor teacher creativity for unique experiences for students.

**j. Chair's Remarks.**

Board Chair B. Mitchell stated that the Board would miss K. Navetta who was moving to Andover, MA for her job. He also welcomed M. Pomazon to the Board who was officially appointed to the Policy Committee an interest that she said Todd was always proud. B. Mitchell also asked the Board to consider tours of the schools after regular school hours to review items identified in the Capital Improvement plan.

**k. Other.**

Chair B. Mitchell spoke about the wealth of experience of that the retirees' "years of experience and institutional knowledge" takes away from the district. He thanked the retirees for their service and said they would be missed.

**Item 11. Superintendent's Report.**

**a. Report from Director of Student Services – Mrs. Paula LaChance.**

Director of Student Services P. LaChance reported to the Board on the following:

- An out of district diagnostic placement was conducted for a student this past month.
- **Medicaid Direct** will be used to log notes and monthly notes, a direct link to the IP Direct that will forwarded to the State electronically.
- She visited **Transition Programs** in Norwich and within Town to assess the development of a transition program with multiple components for 18-21 year old students who have completed their academic work but require life skills and vocational training. Per Superintendent Levesque, the cost per student is \$35,000 - \$50,000 that would cost the district less if done closer to home and with space tuition students could be welcomed. The location for the component would not be within the school said P. LaChance as it is hard for the students to grasp that they are moving on. She praised her program leaders, J. Russell and D. Dunning who work with early childcare at LEARN and attain speakers for juniors and seniors, respectively.

**b. Report from the Assistant Superintendent – Mrs. Pallin**

Assistant Superintendent L. Pallin reported to the Board on the following:

Follow up from Student Reps Reports

- **Cafeteria Meals:** Heidi and I have met with students in the cafeteria during lunch on two separate days to solicit feedback about the size and quality of lunches and listen to suggestions. Their verbal feedback was relatively positive. I observed many options for lunch (hot lunch selection of the day, hamburgers / chicken sandwiches, wraps or grinders made to order, salad bar, etc. The specific lunch described to us at the last meeting was not the norm. There was a problem that day with the delivery of food and a substitution was made that resulted in an unsatisfactory hot lunch option. Josh has edited a survey which will be given electronically to all students and staff tomorrow during advisory block. Heidi has been asked to visit other area programs for ideas regarding ways to maximize

- serving size and quality and provide more popular choices while meeting the federal lunch guidelines.
- **History Day:** The social studies department chair has not heard of any student interest in participation in History Day at MHS. Because of the enormous amount of time it would take away from course curriculum, he is not in favor of embedding it into a course. If students wanted to participate as an after school activity, the Mr. Orbe assured me that the department would certainly assist in any way possible. I have asked Karishma to follow up with the students who expressed interest to her.
  - **Volunteer Opportunities:** We recently had the opportunity to volunteer at a United Way toy distribution event. All Palmer students participated in this opportunity. We will continue efforts to publicize volunteer events.
  - **Increased hands-on learning similar to the model used at Palmer:** I have discussed with Jeff the possibility of offering PD to MHS teachers who are interested in learning more about the project-based learning model used at Palmer. This model can easily be scaled down for classroom use and relates well to our problem solving initiative. Heather is willing to present this PD with me if teachers are interested. I am also in the process of writing a grant request to MEF to support teachers' initiatives to develop unique and creative learning experiences for students. I am hopeful that we can offer stipends to teachers or teams of teachers who submit proposals to develop standards-based experiences for students which foster critical and creative thinking and think outside of the box of the written curriculum.
  - **Palmer Grant:** Heather and I submitted a grant proposal for \$600,000 over two years to extend Palmer programming into the evening, weekends, and summer. The grant is extremely competitive; about 10% of the requests will be selected to submit more detailed paperwork. We hope to hear whether we are selected to move on to phase 2 in February. We are also meeting in January to pursue another grant option.
  - **Science Assessments:** This will be the last year in which we administer the CAPT science test to sophomores at MHS. Next year science testing will not be administered as next year's sophomores will take the new Next Generation Science Test in the spring of their junior year. This does mean there will be a number of tests administered in the spring of grade 11 (science, SAT, and AP tests will all fall in the April / May window). It also means that we need to move aggressively forward with our work to transition the high school program to the new standards. Elizabeth Dorff and I have discussed that process.
  - **Project O:** Yesterday I attended a meeting to work on creation of a strategic plan for Project Oceanology. The program is at a crossroads and it is important that all

stakeholders have a shared vision and mission for the program as an action plan to move Project O into the future is developed. There was a large group of assorted participants from CGA, UCONN, NESS, as well as several representative districts. It was a collaborative meeting marked by a sense of urgency to move Project O from the programs developed over the past 40 years toward programs for the future.

- LEARN – Tomorrow I will attend a meeting at LEARN at which we will be introduced to the new interim Chief Academic Officer at the CSDE, Isabelina Rodriguez. I am interested to hear her messages regarding curriculum, instruction, and assessment.

**c. Monthly Update.**

Superintendent B. Levesque reported to the Board as follows:

- Internet Gambling: He met with students regarding \_\_\_\_\_.
- Principal Meetings: November monthly principal meetings continue. He met with Principal Sangermano today and has another meeting scheduled for tomorrow. The one-on-one meetings provide him with a retrospective of the issues, needs, and accomplishments of the students and the schools.
- Bus Bid: The bid went out and the transportation feels that it will not be productive no garner any savings.
- Holiday Gathering: He thanked everyone who attended the gathering last week.
- Budget: He met with the insurance company regarding coverage that was flat-funded for the last two (2) years. Rates are expected to increase 10-15% next year He will look for savings but has no idea what the budget impact will be as of yet.
- Weekly Summary: There will not be summaries this week due to the short work week.

Superintendent Levesque wished K. Navetta best of luck as well as a happy holiday to all.

**Item 12. Information items.**

J. Jaskiewicz thanked K. Navetta for her service on the Board. He also welcome M. Pomazon to the Board. He also wished everyone good health and a happy holiday.

**Item 13. Citizens comments (non-agenda items only). -- None**

**Item 14. Adjournment.**

**Motion:**                   **That the meeting is adjourned.**

**Proposed by:**           Steve Loiler

**Seconded by:**         Carrie Baxter

**Vote:**                     Carried unanimously (vote 8-0)

The meeting adjourned at 7:09 p.m.

Respectfully submitted by,

Robert Mitchell, Chair  
Montville Board of Education

Carrie T. Baxter, Secretary  
Montville Board of Education

Gloria J. Gathers, Recording Secretary  
Montville Board of Education

***Minutes Approved:*** \_\_\_\_\_