

**TOWN OF MONTVILLE
REGULAR MEETING OF BOARD OF EDUCATION
MONTVILLE HIGH SCHOOL LIBRARY/MEDIA CENTER
May 15, 2018, at 6:00 p.m.**

2017-2018 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, Colleen Rix, Monica Pomazon, Sandra Berardy, Steven Loiler, Daniel Boisvert, Joseph Aquitante, and Dana Ladyga.

Also present were Acting Superintendent of Schools Laurie Pallin, Business Manager Kathy Lamoureux, Administrative Assistant to the Superintendent, Jennifer LeMay, Administrators, Mary Jane Dix, Denise Dunning, Amy Espinoza, William Klinefelter, Jill Mazzalupo, Heather Sangermano, Rob Alves, Jennifer Russell, and Student Board Representatives G. Chouhan and Joshua Archibald.

Item 2. Pledge of Allegiance

All stood and pledged the flag.

Presentation: A) CABE Student Leadership Awards: Board Chair Robert Mitchell introduced Principal M.J. Dix to recognize and share information regarding her two award recipients, Ariana Seldon and Curtis Buecker, Board Chair Robert Mitchell presented the certificates to the recipients.

Board Chair Robert Mitchell introduced Acting Principal Heather Sangermano and Rob Alves to recognize and share information regarding her two award recipients, Ashley Weekly and Joshua Archibald, Board Chair Robert Mitchell presented the certificates to the recipients.

B) Student Representative Joshua Archibald was recognized by Acting Superintendent Laurie Pallin for acting as student representative to the board for two years. Joshua will go on to Harvard in the fall.

C) Presentation by MHS Adolescence Learning and Leadership Institute
(ALLI)

ALLI engages HS students in grades 9-12 from across southeastern CT in learning about current health issues and developing leadership skills. The group has worked to develop their own leadership conference (LEAP) at Tyl Middle School.

The group presented their PSA, Problem Gambling PSA 2018.

D) Reception in honor of 2017-2018 retirees

Beverly Blackstone, Secretary to the Director of Special Education; presented by Jim Wood.

Lori Middel, Speech and Language Pathologist; presented by Colleen Rix.

Deborah Roberts, Special Education Teacher; presented by Sandra Beardy.

Elizabeth Walenczyk, Paraprofessional; presented by Steven Loiler.

Senator Cathy Osten, Representatives Mike France, Dr. Kevin Ryan and Mayor McDaniel also presented certificates of recognition to the retirees.

At 6:30 p.m. Board Chair Robert Mitchell called for a break for a brief reception honoring the retirees. At 7:01 p.m. Board Chair Robert Mitchell called the meeting back to order.

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

None

Item 4: Letters and communications.

Board Secretary Colleen Rix reported that the board received a letter from a former student describing how much they loved attending Montville schools, the letter is available if anyone wishes to read it.

Item 5. Approval of Consent Calendar.

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

Proposed by: Joe Aquitante

Seconded by: Steven Loiler

Vote: Carried (vote 8-0)

Item 6. Unfinished Business.

- a. Discussion and action to set a date and time for the Board of Education Retreat.

Motion: That the Board sets August 21, 2018 at 6:00 p.m. for the Board retreat.

Proposed by: Steven Loiler

Seconded by: Colleen Rix

Vote: Carries (vote 8-0)

Board Chair Bob Mitchell, we will ask Patrice McCarthy to facilitate the meeting.

Item 7. New business.

- a. Consideration and action to transfer \$25,000 from Unemployment Compensation (object 204) to Pupil Services (object 323) to account for the increase testing required to be done during the fiscal year.**

Motion: That the Board approves the transfer of \$25,000 from Unemployment Compensation (object 204) to Pupil Services (object 323) to account for the increase testing required to be done during the fiscal year.

Proposed by: Colleen Rix

Seconded by: Monica Pomazon

Vote: Carries (vote 8-0)

L. Pallin; Expected layoffs through reductions in positions last year and money was set aside for unemployment expenses for this purpose. We were able to accomplish the reductions through retirements rather than layoffs.

- b. Consideration and action to transfer \$260,000 from Employee Benefit accounts (Objects 204-222) to Transportation Contracted Services (Object 510) to account for subcontracted transportation.**

Motion: That the Board approves the transfer of \$260,000 from Employee Benefit accounts (Objects 204-222) to Transportation Contracted Services (Object 510) to account for subcontracted transportation.

Proposed by: Steven Loiler

Seconded by: Colleen Rix

Vote: Carries (vote 8-0)

Savings in employee benefits (Fica, insurance, medicare) for positions which were not filled. As you are aware we have many bus driver positions which were not filled, we have had to contract out. How many companies do we contract with? Three Is this a set rate or negotiable? Set.

- c. Consideration and action to transfer \$225,000 from Salary Accounts (Objects 111-130) to Tuition Accounts (Object 560-563) to account for additional out of district placements of students and magnet school students.**

Motion: That the board approves the transfer \$225,000 from Salary Accounts (Objects 111-130) to Tuition Accounts (Object 560-563) to account for additional out of district placements of students and magnet school students.

Proposed by: Jim Wood

Seconded by: Monica Pomazon

Vote: Carries (vote 8-0)

Same unfilled positions, salary savings. The number of outplaced students and their tuitions are volatile. This is for placement of students with special ed costs.

d. Discussion of results from RFP for transportation.

The board discussed the results of the RFP for transportation which came in higher than last year due to the extension of the Teamsters contract for three years and the necessity of taking on the expense of health insurance. The board was given a handout with approximate costs for only the daily AM and PM runs to and from school. It does not include other transportation the company would provide. Two proposals were received from Autumn Transportation and Durham. The low bid reflected an increase of at least \$373,000 annually. Represents a significant increase to operating costs and it was decided by the committee not to pursue any further. The cost increase was a result of the new transportation contract which began this year.

e. Discussion on the procedures of hiring, training and monitoring district substitutes.

Laurie Pallin briefly described the procedures for hiring, processing and training substitute teachers, including the process for obtaining sub waivers. Applitrack is used for all hiring; resume, cover letter, references, transcripts are all required. Applicants are sent to principal for an interview. Principal completes reference check form and recommends for hire. HR processes educational employer verification, background check, fingerprinting, DCF form. If the sub does not have a Bachelor's degree, principal recommends and superintendent signs off on a waiver application to CSDE. Teacher certification is a requirement for a substitute who serves over 40 days in the same position.

Planned orientation: Summer Sub Orientation. Site based orientation by school administrator. Support from grade level teachers, department chairs. Teachers provide feedback about substitute, substitute provides feedback about the class including

feedback about plans, overall experience. Substitutes may be excluded by school or district.

Have we looked into outsourcing to a service like Kelly services? No because this system works quite well.

f. Discussion of RFP process and bids received for solar project at Tyl Middle and Montville High Schools.

Paul Michaud, MLG Michaud (energy attorney) and Alan (Commercial Solar Works) presented the solar project for Tyl Middle and Montville High School.

Michaud – Helped draft the RFP including policy and helps to negotiate the resulting power purchase agreement.

Alan – Worked with administrative team to determine the viability of solar as a whole. Did a blind auction and secured zrecs on behalf of the board. Worked extensively to determine a cap amount to ensure that it was cost effective. In March a competitive RFP went out. We are now at program execution or the point of award. The proposed systems provide electricity for Tyl and the High School on the land in between the two. RFP went out to over 100 prospects, around 15 responded that they would like to participate, twelve walked the site, six submitted the proposals. Met several weeks ago with a recommendation for a “short list”. Once an RFP is awarded, a meeting would take place with BOE, Town planning and zoning to discuss the location, the permitting process and execute a contract. The effective rate paid today is .13 per KW hour, those who submitted for a term of twenty years, with a 0% escalator for the full term were nearly half of that rate. Two proposers from the short list were recommended, both have extensive backgrounds in renewable energy. Their proposals were 7.65 cents, and 7.90 cents, a savings of over \$50,000 per year and \$1,000,000 over the term of the twenty year contract. Both proposers have projects in Connecticut. 2038 would be the decommissioning of the contract. Neither CSW or Michaud were paid by the board; they would be paid by the vendor as part of the contract. There is no cost to the board for installation of the solar panels or their operation and maintenance.

Questions: If the rate is lower why is the savings not greater? One of the companies provides a bigger project which would yield more power. Do other schools have solar in Connecticut? Yes, East Lyme. Twenty-five year life on the panels. Time frame for meeting with the town hall, hoping to lock in for June 1st. No commitments until the town has approved through planning and zoning. If siting challenges come into play there is no loss because the commitment is contingent upon approval through the town. Water line will be nearly complete before this project begins. This project would remain under net metering, still through Eversource. School will generate energy on sunny days and bank the energy for use on days when the system is not generating enough energy.

- g. Consideration and action to enable the Acting Superintendent to enter into a fixed term twenty year contract with one of the bidders for the solar project for Montville High School and Tyl Middle School.**

Motion: That the board enables the Acting Superintendent to enter into a fixed term twenty year contract with Con Edison for the solar project for Montville High School and Tyl Middle School.

Proposed by: Colleen Rix
Seconded by: Steven Loiler
Vote: Carries (vote 8-0)

Are most solar contracts for twenty years? Yes in order to obtain the financing. Are there other schools in the area with solar? Plymouth and Stafford have solar. Stafford is between 70-80% solar, they commissioned about a year and a half ago.

Item 8. Committee and liaison reports.

a. Policy Committee (James Wood).

The meeting was cancelled.

b. Educational Evaluation Committee (Daniel Boisvert).

The meeting was cancelled.

c. Montville Education Foundation (Colleen Rix).

Going over grants, still tickets available for Keith Urban.

d. LEARN (Vacant).

Still looking for a representative.

e. CABE/NSBA (Robert Mitchell).

Was at the CABE Legislative update today. There were very interesting things, I will send each of you the package with the passed and failed legislation. Recognized Lt. Gov. Wyman, who began her career as a board member.

f. Atlantic Broadband Communications Advisory Council (Monica Pomazon).

Meeting tomorrow.

g. Montville Youth Services Bureau (Daniel Boisvert).

May 10th meeting. Parent student assembly is coming up, I am unsure of the details but will get them to you. Sept. 14th concert, tickets are \$125. Youth Action Council, presented at the capital.

h. Administrative quarterly Reports.

Were very informative. We appreciate them, keep them coming.

i. Student Board Representatives.

Joshua Archibald

The end of the school year is steadily approaching, and students are eager for its arrival in late June. Every minute of additional sunshine is a minute spent avoiding homework and marveling at the sudden transition from bleak winter to vibrant summer.

Among the things students are looking forward to:

- Physics classes are going on the annual Six Flags field trip this Friday, May 18.
- The senior outing to Holiday Hill is on May 31.
- Senior prom is June 2.
- The Quest for MHS, a semi-digital school-wide scavenger hunt aided by student-made technology, is on June 8.

The school year looks like it is on track to wrap up nicely. Students seem to like our acting administrators, who have done an excellent job thus far

G. Chouhan

As the end of the year approaches, slowly but surely, the students have been cracking down on grades and assignments and are excited about the end of the year. Many juniors and seniors have been going through AP testing and still are. So it's a slightly stressful time for them and for most students because of the impending finals week. Juniors have begun to write college essays in most English classes to ensure they have time to correct them and make the essays the best they can be. This weekend is an exciting weekend for juniors too because the junior class will hold their prom on Saturday and we've been selling tickets all week. It'll be a good time for all of us to relax and have fun. One of the more recent changes that affected the entire student body was the change in dress code and overwhelmingly it has had a great response from the students. We all love the change to the dress code and have no issue respecting the revised dress code.

j. Chair's Remarks.

The board, the district, the administration have had a storm hit us. We will come out a stronger district.

k. Other. -- None

Item 9. Superintendent's Report.

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

Spring is a busy time for PPT meetings so I have conducted many of those. Two of which were PPTs for students who have aged out of their programs. One of these students, as you know, has been offered a full time job with benefits at Mohegan Sun. The other student participated in an outside transition program and has gained part time employment at Walmart. We will be running an ESY transition Academy which will be a modified version of what the school year program entails. We have four students attending from the high school and two returning students.

This month we held our monthly FWSN meeting. We had two returning cases and three new ones. We will have one more meeting next month and pick up again in September.

The state came out with updated guidelines regarding IEE that replace the memorandum issued in May 2017 so I have reviewed them and am in the process of comparing existing policies and procedures with these guidelines as well as state and federal law to identify and then remedy any compliance issues.

Following suit with guidelines, as the district Title IX Coordinator, I have begun to look at the districts obligations for training staff, students and parents on Title IX awareness and responsibilities. I have reached out to the state coordinator to see if they offer a platform to operate from.

Additionally, I have spent a bit of time at Palmer conducting PPT's and supporting the needs there. I will continue to support Heather as she serves as principal at both schools.

b. Monthly Update from the Acting Superintendent – Laurie Pallin.

The job that Heather and Rob are doing as the acting administrators at the high school is absolutely remarkable, things are going really well and I could not be happier with them. They have really stepped right up and developed an effective working relationship with one another.

Staff Appreciation Week – All schools honored their staff last week through a variety of activities including breakfast or lunch provided by the PTO or other donations.

Transportation – I have been in contact with the director of transportation at LEARN who has agreed to act as a resource for John and me in our work to ensure smooth operation of the bus garage.

Assessments – We are currently wrapping up Smarter Balanced testing in grades 3-8. All tests must be completed by May 25th. Last week we completed Otis Lennon testing in grade 3. Students should receive results for the SAT School Day exams to their online accounts this week, however the district will not receive results until June. Advanced Placement testing will be completed next week.

Aspen Data Breach – When Aspen was updating our Student Information System to give permission to view conduct records to the new high school administrators, they made an error and opened a small number of conduct records to students who visited their Aspen portal for a period of about 3 ½ hours on April 25th. After considerable research, we were able to identify those students who visited the portal during this time period, and Aspen provided us with a list of students whose conduct record may have been viewed by other students. IT staff interviewed every student who visited the portal to ask them what they saw and all but one said they did not click the link to view the information. According to statute, we have sent letters to all parents of students whose names were visible and posted notice on our web site.

Supplies – I am working with principals, classroom teachers, math / science coaches and reading consultants to prepare orders for instructional and intervention materials and assessments for next year.

Item 10. Information Items.

None.

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

Wills Pike; It was brought to my attention last Tuesday that the RFP for transportation would not be viable. A discussion evolved with the Finance Committee making a commitment to bring to the Town Council a proposal to lease buses, the savings is significant from the capital request, around \$85K. We are committed for five years and will bring it to the council for approval and we support this.

***It is anticipated that the Board of Education will meet in executive session**

Motion: That the board enters executive session and invites Laurie Pallin into the session at 7:47 p.m.

Proposed by: Dan Boisvert
Seconded by: Colleen

Motion: That the board exits executive session with no votes take at 8:00 p.m.

Proposed by: Colleen Rix
Seconded by: Joe Aquitante

Item 12. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Jim Wood
Seconded by: Monica Pomazon
Vote: Carried unanimously (vote 8-0)

The meeting adjourned at 8:01 p.m.

Respectfully submitted by,

Robert Mitchell, Chair
Montville Board of Education
Minutes Approved: _____

Colleen Rix, Secretary
Montville Board of Education