

**TOWN OF MONTVILLE
REGULAR MEETING OF BOARD OF EDUCATION
MONTVILLE HIGH SCHOOL LIBRARY/MEDIA CENTER
June 19, 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, Monica Pomazon, Sandra Berardy, Steven Loiler, Daniel Boisvert, and Joseph Aquitante. Board members Colleen Rix and Dana Ladyga were absent.

Also present were Acting Superintendent of Schools Laurie Pallin, Administrative Assistant to the Superintendent, Jennifer LeMay, Administrators, Denise Dunning, Amy Espinoza, William Klinefelter, Jill Mazzalupo, Heather Sangermano, and Rob Alves.

Item 2. Pledge of Allegiance

All stood and pledged the flag.

Presentation: A) School Security: Board Chair Robert Mitchell introduced students Emma Baxter and Indigo Wisman from Mrs. Glover's class. As part of their class they were given an assignment to look at problems faced in their society and to look at ways to work their way through the problems. At the end of the assignment they all chose a larger project to do as a result of their research. The students researched the ALICE program, which trains business, corporations, houses of worship and schools on how to react to emergency situations. Students: We are looking to seek your permission to investigate this service further and what it offers the district. This is a student led initiative and we hope to follow up with you should you decide this is something you wish to pursue. We are both very passionate about this. Dan: How many students are involved right now? Students: About fifteen students. Sandra: Have you reached out to other schools or found any who are using this? Students: We have not. Laurie: We met and this is still at the research stage, and would be for staff training only. Additional research would be valuable. Monica: How did you determine that this was the program that you wanted to do additional research on? Students: They seemed more flexible to work with the institutions and are larger on a national scale, they work with more people than other companies. Bob: What permission do you need from us? Students: We did not want you to be the last to hear about this. We felt this was something that was achievable. Bob: Please continue, you are doing a good job. Monica: When you are ready with the information for presentation, please reach out to us, no timeline is necessary, just contact Mrs. Pallin.

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

None.

Item 4: Letters and communications.

In Colleen's absence Bob read the invitation to the Tyl Promotion ceremony on June 22nd, at 6:00 pm. The PTO will provide refreshments following the ceremony.

Item 6. Approval of Consent Calendar.

Motion: That the Board approves the Consent Calendar.

Proposed by: Steven Loiler
Seconded by: Joe Aquitante
Vote: Carried (vote 6-0)

Item 7. New business.

- a. Consideration and action to appoint board members to the Montville Administrators' Association negotiating committee. (5-Positive Community Relationships).

Motion: That the Board appoints board members Robert Mitchell and Joe Aquitante to the Montville Administrators' Association negotiating committee. (5-Positive Community Relationships).

Proposed by: Steven Loiler
Seconded by: Monica Pomazon
Vote: Carries (vote 6-0)

- b. Discussion regarding Shipman and Goodwin's Model Policy Service.

Laurie: This is something that Brian had begun researching. We have looked at policy changes policy by policy through the policy committee. It is very difficult to track the legislative changes which necessitate changes to our policies. The legislative changes are frequent. Both CABE and Shipman and Goodwin offer model policies, the advantage of having access to Shipman and Goodwin polices is that they are also our legal representation. When we have a legal issue, we often refer to the policies, look at the language and that is the ground we stand on when we work with Shipman and Goodwin when we iron out whatever the disagreement is. There is value to this, we have money in a PO with Shipman and Goodwin for our legal expenses and I would like to use these funds. They would send us updates and suggested polices as a result of legislative changes. They provide red-lined policies reflecting the changes and these are living documents. This is a faster way of working our way through the current policies and

updating them. The CAFE policy samples are very long and redundant. These policies are much more streamlined. Some policies are legally mandated policies. CAFE's policy services are included in the dues. Laurie: As laws have changed our policies do not always change with them, I like the idea of receiving an alert from Shipman and Goodwin advising of the legislative change. Bob: Have we ever taken advantage of the CAFE Policy audit? Laurie: I am not aware that we have. Would you like me to get additional information on CAFE's Audit? Sandra: I think we will need the information for a comparison.

Motion: That the Board postpones this discussion to a future meeting pending additional information.

Proposed by: Dan Boisvert
Seconded by: Jim Wood
Vote: Carries (vote 6-0)

- c. Consideration and action to approve an increase for lunch of \$.10 for all school levels to ensure compliance with the Bureau of Health/Nutrition, Family Services and Adult Education under the State Department of Education, with the prices effective at the start of the 2018-2019 school year (Elementary \$2.70, Middle; \$2.95, High School: \$3.10).

Motion: That the board approves an increase for lunch of \$.10 for all school levels to ensure compliance with the Bureau of Health/Nutrition, Family Services and Adult Education under the State Department of Education, with the prices effective at the start of the 2018-2019 school year (Elementary \$2.70, Middle; \$2.95, High School: \$3.10).

Proposed by: Sandra Berardy
Seconded by: Daniel Boisvert
Vote: Carries (votes 6-0)

Carol has done some research on this with eleven other districts, with these recommended changes, there are only two other districts with lower prices.

- d. Consideration and action to create the position of Assistant Principal for the Palmer PBL Campus.

Motion: That the board postpones this discussion to a future meeting for further discussion.

Proposed by: Daniel Boisvert
Seconded by: Steven Loiler

Vote: Carries (vote 6-0)

Laurie: I am just trying to be proactive and get approval for something that we may or may not have to put into place for next year assuming our administrators have not returned. As you are aware, Heather has been acting as the principal for both schools. We do not have an administrator at Palmer, we have a teacher in charge under Heather. Anytime we have an issue at Palmer, Heather has to leave the High School and go to Palmer. Given the nature of the program at Palmer and the students that we have there, this happens with enough frequency that while we have been able to manage it for nine weeks, we cannot maintain this going into next fall. We need a certified administrator at Palmer. With the nature of the program at Palmer it is important to have an administrator in the building. My plan would be to not post this until after July 23rd in hopes that we would have some additional information as to whether our administrators will return in time for the 2018-2019 school year. I am not comfortable beginning the fall without an administrator at Palmer. Jim: Would it behoove us to have someone from inside the district since we do not know how long this temporary position would be for? Laurie: Regardless of the person who fills the position, it will be posted as a temporary position. Steve: What would it cost? Laurie: We would use the current salary schedule, but it might only be for a portion of the year. Jim: So it is not working the way it is now, so you feel more comfortable with an assistant principal? Laurie: It is working, but it is not comfortable. Dan: So if a person in district applies and the original administrative team returns, would they have a position to return to? Steve: Is there anything that we would do to make the teacher more comfortable there? Laurie: They are not legally able to do things like chair a PPT. Monica: I feel that this is something we need to move forward with given the population there and we would like them to be successful. Bob: The ability to keep these kids in district saves a huge amount of money. We could be looking at students leaving the district and it would be far more costly for the district than an assistant principal would. Six students outplaced would be more expensive than the entire cost of the Palmer program. Jim: What would you be doing if we approved this position tonight? Laurie: I would be working on a job description and waiting. Sandra: Is there a chance Paula could go over there? Paula: I am straight out. Laurie: We tried that in the beginning and sent Paula over for PPT's and we tried and it was very overwhelming. Laurie: That is a fragile population and sending people to fill in as needed as needed is not the right situation for this program. Monica: I think we need to be proactive and not reactive, we need that administrator there. Laurie: You all know me pretty well, I need a plan in my head. Monica: Please come up with the parameters and we will discuss this at the July meeting.

Item 7. Committee and liaison reports.

- a. Policy Committee (James Wood).

The meeting was cancelled.

- b. Educational Evaluation Committee (Daniel Boisvert).

We reviewed the MHS classes with low enrollment. Many of the low enrollment classes were semester only classes and had some lower sections. We discussed different ways to increase enrollment. Some of the classes are elective courses and may not be full but they are what makes Montville special. We feel these classes are valuable to students and we want to be able to continue to offer them. We discussed recruiting and spicing up the course descriptions. Phil Orbe came in and discussed sports participation, female athletes increased by 35, males decreased by ten. There are 49 three sport athletes in the school which is a large amount of kids. Science curriculum, the library program were tabled until our next meeting.

- c. Montville Education Foundation (Colleen Rix).

No report.

- d. LEARN (Vacant).

Still looking for a representative from the board.

- e. CABE/NSBA (Robert Mitchell).

Early registration period is now open for the convention in November. Please contact Jen if you are able to attend. It is a Friday and a Saturday. CABE will be asking for a delegate for the convention. Sandra: It would be good to have an opportunity to review the resolutions in advance. Bob: I will get it to you as soon as I have it.

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

We discussed setting parameters for setting up a scholarship for students interested in going into broadcasting. We are looking to set up parameters to ensure that there is consistency.

- g. Montville Youth Services Bureau (Daniel Boisvert).

We discussed a lockdown procedure for the community center. Summer center registration began May 9th, they need 30 students to have a full summer. Sept. 14th concert, tickets are \$125. Thomas Rhett, Brett Young, Midland. Collection \$1300, and \$2000 donation from the Department of Corrections.

- h. Student Board Representatives.

Absent. Monica: Joshua was so well spoken in the article in the Day, he is an asset to Montville and will be wherever he goes down the line.

- i. Chair's Remarks.

It has been a tough year in many ways and in others a great year, as evidenced by Josh's speech at our April meeting, I could not have said it better myself. This just demonstrates the quality of instruction. I am very proud of our staff and our students.

j. Other. -- None

Item 8. Superintendent's Report.

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

This has been a fairly litigious month. I held two manifestation meetings, a mediation and I have spent quite a bit of time working on an OCR complaint. I actually finished reviewing and compiling all pertinent data today.

I attended a workshop at Shipman and Goodwin on new legislation. Topics discussed included IEE's, new legislation on classroom safety and disruptive behavior and alternative educational opportunities. The new legislation requires district to provide an alt ed opportunity with an individualized learning plan during a period of expulsion to any student.

Additionally this month I've conferenced with several out of district school to conduct year end PPT's and plan for next year. I have completed year end evaluations for my Program Leaders, and Transition Teacher, as well as reviewed evaluations with the para's at the Transition Academy.

I joined Jen Russell this week for an orientation meeting with the two new sped teachers moving over from Tyl to Mohegan. Jen shared information in regards to the programs and evaluations that are utilized at Mohegan. Both teacher appear to be welcoming the change in Schools and grade levels.

ESY is all set. I have a few students that didn't quite fit in our program but needed some services so have arranged tutoring for those students. I look forward to interacting with the staff and students once they start.

I attended a really nice graduation at CCMC for one of our students and it was a moving and wonderful experience.

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

The parent involvement reports can be found in your OneNote binders.

Water Project – Work on the water project is well underway! They have encountered more rock than we were hoping for, we have plans in place for that and hope to not see any additional costs. Kathy, Steve and I met with representatives from Lombardi and LaFramboise who are working on the water project. We discussed the timing of flushing

the system with high concentrations of chlorine in an effort to remove the manganese build up in pipes and fixtures. We agreed to move this process from the end of the project to the beginning as we are not certain if this process will be effective or will need to be followed by a procedure to encapsulate the pipes with a polyphosphate coating. Once this process is done the water needs to be hooked up again and any contaminated fixtures will need to be replaced. The current plan is to begin the flushing process on June 29th and then to keep water turned off in the high school except for sinks and toilets in the gym area for use by custodians and our office staff. This will be an inconvenience but is preferable to waiting until close to the end of the summer.

Solar Project - The adjusted version of the contract has been agreed upon and sent to Shipman and Goodwin for review. Steve reports that the walk through with Con Edison to inspect our main power services today went really well. Everything is on track.

Tyl Carpeting – Quotes were received to re-carpet the first and second floor hallways and three different-sized classrooms. We are investigating whether it would be wiser in this first phase of re-carpeting to complete the auditorium rather than three classrooms as it is a more public space.

SBA Scores – We received preliminary students’ scores for Smarter Balanced testing. We don’t have official data yet, but a quick look at our math scores indicates some amazing progress. Over four years, some grades have experienced a growth of **more than 30%** in the number of students who score proficient or higher.

There are no transfers on the budget as we are waiting for more information from DCF about who is responsible for a special education placement.

Interviews for Transportation Coordinator – Amy, Will, MJ and I interviewed candidates today for the position of transportation coordinator. I will work on reference checks tomorrow. John’s last day is on Friday and I am hoping to have someone hired next week.

Principals End of Year Evaluations – I am currently working on the principals’ end of year evaluations. As I meet with principals to discuss their students’ progress on whole school goals and their work with parents, staff, and students, I continue to be proud of our schools and of their leaders. We have an exceptional administrative team.

Meeting with Kevin – July 17th meeting date, Kevin is only free until 3:00. Sandra: I thought the meeting in July was to discuss additional information.

Bob: I will entertain a motion for discussion about cancelling the July 17, 2018 meeting.

Motion: Entertain a motion for discussion on whether to hold the July 17, 2018 Board Meeting with the expectation that a special meeting will be called.

Proposed by: Steven Loiler
Seconded by: Joe Aquitante

Vote: Carries (vote 6-0)
Motion: To Cancel the July 17, 2018 Meeting

Proposed by: Steven Loiler

Bob: Would the maker of the motion like to amend his motion to cancel the meeting and set a date for a special meeting?

Amended Motion: That the Board cancels the July 17, 2018 meeting and sets a special meeting for July 31, 2018 at 6:00 pm.

Proposed by: Steven Loiler
Seconded by: Joe
Vote: Carries (vote 6-0)

Amended Motion: To cancel the July 17, 2018 meeting and set a special meeting for July 31, 2018 at 6:00 pm.

Motion: Steven Loiler
Second: Joe Aquitante
Carried: 6-0

Monica: I will be on vacation from July 20-27th.

Item 9. Information Items.

- a. Reminder of Board of Education Retreat, scheduled for Tuesday, August 21, 2018, 6:00 p.m. in the Montville High School Library/Media Center.
- b. Reminder of regular Board of Education Meeting, scheduled for July 17, 2018.

Item 10. Citizens comments (non-agenda items only).

Carrie Baxter, 30 Jerome Road. I miss serving with all of you. Recently this year, we decided to home school our three boys for various reasons and there were conflicting comments on what my high school student was able to participate in, sports drams, etc. I am not sure quite honestly whether there is a definitive policy. These conflicts of opinion were between the administrators and the teachers.

****It is anticipated that the Board of Education will meet in executive session to discuss school security****

Motion: That the board enters executive session to discuss school security and invites Laurie Pallin into the session at 6:59 p.m.

Proposed by: Monica Pomazon
Seconded by: Joe Aquitante
Carries: 6-0

Motion: That the board exits executive session with no votes take at 7:25 p.m.

Proposed by: Sandra Berardy
Seconded by: Steven Loiler

Item 11. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Monica Pomazon
Seconded by: Dan Boisvert
Vote: Carried unanimously (vote 7-0)

The meeting adjourned at 7:26 p.m.

Respectfully submitted by,

Robert Mitchell, Chair
Montville Board of Education

Colleen Rix, Secretary
Montville Board of Education

Minutes Approved: _____