



**MONTVILLE BOARD OF EDUCATION
REGULAR MEETING OF THE BOARD OF EDUCATION
MONTVILLE HIGH SCHOOL LIBRARY/MEDIA CENTER
December 18, 2018 at 6:00 p.m.**

Item 1. Call to order/Pledge of Allegiance.

Board chair Robert Mitchell called the meeting to order at 6:00 p.m. in the Montville High School Library. Board members present were Sandra Berardy, Daniel Boisvert, Monica Pomazon, James Wood, Colleen Rix, Dana Ladyga, Steven Loiler, and Joe Aquitante.

Also present were Interim Superintendent Laurie Pallin, Business Manager Kathy Lamoureux, Administrative Assistant to the Superintendent Jennifer LeMay, Administrators Jill Mazzalupo, Will Klinefelter, Amy Espinoza, Paula LaChance, Robert Alves, Denise Dunning, Heather Sangermano, Lynn Obomalayat, and Laura Zurell and Board Liaison, Wills Pike.

Item 2. Presentation:

A) Holiday Songs; MHS Chamber Choir;

Board Chair Robert Mitchell introduced the Montville High School Chamber Choir who entertained the board and audience with two beautiful songs.

B) Montville Marvels

Montville High School: For the initiative, drive and passion she has brought to the new adaptive physical education class at Montville High School: Rebecca Alfonso.

For her commitment to enhancing the Montville Community through her work with the Youth Action Council at Montville High School: Caitlyn Withey.

Caitlyn and the YAC have requested some time on the Feb. BOE meeting agenda to explain their newest initiative, the Spark Campaign.

Marvels were presented by Principal Heather Sangermano and Assistant Principal Rob Alves who were supported by Board Member Dana Ladyga.

Palmer Building: Kya Moseley was unable to attend but will be honored at the January Board meeting.

Board Chair Robert Mitchell introduced Lynn Obomalayat, new AP at Palmer to the Board.

C) Mohegan School; ALICE Training

ALICE training.

Mohegan Principal Will Klinefelter and P.E. teacher Anthony Occhialini presented ALICE training (a proactive, options based plan for a school's response to a violent critical incident) to the Board. We currently use a passive lockdown procedure of having students hide together in one place in the classroom. Our current passive approach provides an easy target for assailants. The ALICE proactive approach has proven to save lives. ALICE stands for specific options which might be utilized in the event of an armed intruder: A- Alert,

L-Lockdown, I- Inform, C- Counter, E-Evacuate

This training provides knowledge and options to staff and students when faced with an intruder or dangerous situation. Empowering our staff with this knowledge is the direction our district needs to move in to make our schools as safe as possible. Eighty teachers and administrators were trained during our last professional development day by four district staff who have been trained as trainers. We are hoping to train 100 more during our next PD half day on Jan. 31st, and once teachers are all trained we will begin using the process with our students during lockdown drills. Teachers reported feeling empowered by this training. Chair Robert Mitchell invited the Board to participate in the training.

W. Klinefelter: We are hoping to have all staff trained by the end of the school year.

Monica: Will there be practice scenarios? Yes, we organize directly with the police department once the training is completed. We will need to introduce this to the community as it is a significant change from our current approach. Sandra: What was the response from the teachers? Initially they were reluctant; after participating in the training, they told the administrators that we need to get all of the staff trained as soon as possible because of its value.

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

None

Item 4. Letters and communications

Colleen Rix: Letter from a recruitment firm who recruits superintendents, which we can discuss later. A letter from a school construction firm.

Motion: To move item 6f to the end of the agenda and adjournment to item 12.

Motion:	To move item 6f to item 11 and adjournment to item 12
Proposed by:	Colleen Rix
Seconded by:	Steven Loiler
Vote:	Carried (8-0)

Item 5. Approval of the consent calendar

Motion:	That the board approves the consent calendar.
Proposed by:	Sandra Berardy
Seconded by:	Dana Ladyga
Abstention:	Jim Wood
Vote:	Carried (vote 7-1-0)

Item 6. New Business

- a. **Consideration and action to approve and submit the 2017-2018 annual report to The Mayor.**

Motion: That the board approves the 2017-2018 annual report and forwards the report to the Mayor.

Proposed by: Colleen Rix

Seconded by: Monica Pomazon
Vote: Carried (vote 8-0)

b. Consideration and action to approve the Songwriting Course as recommended by the E&E Committee.

Motion: That the board approves the Songwriting Course as recommended by the E&E Committee.

Proposed by: Jim Wood
Seconded by: Dana Ladyga
Vote: Carried (vote 8-0)

Proposed by Josh Cushing, this course would use iPads and Apps to create and perform songs. Funding would be through Music Boosters and grants. Curriculum would include elements of sound and rhythm, and writing of melody, accompaniment, addition of bass, percussion, etc. Programs used include Soundtrap and Garageband. This supports the Board's vision of fostering development of creative problem solvers and offers an alternative to instrumental and vocal performance as a way to earn fine arts credit.

c. Consideration and action to approve the Social Studies Course changes as recommended by the E&E Committee.

Motion: That The Board approves the Social Studies Course change as recommended by the E&E Committee.

Proposed by: Sandra Berardy
Seconded by: Jim Wood
Vote: Carried (vote 8-0)

The proposal takes two current courses, Western Civilizations and Non-Western Civilizations and combines them into one World Culture class. Almost all of our students currently take Western Civilizations, and we believe it is important for all students to understand both Western and Eastern cultures and history. Topics for exploration include world religions, types of government, economies, revolutions and relationships between cultures. This better supports our Board vision of creating global citizens. The material would be presented in two half credit courses designed for freshmen and students would be required to receive credit for one of the semesters to graduate.

d. Discussion and possible action on Oakdale Solar panels project; update on Tyl/MHS Solar projects.

Motion: That the board postpones this decision until the next regular meeting in January and that more information regarding the amendment to the PPA be provided.

Proposed by: Steven Loiler
Seconded by: Monica Pomazon
Vote: Carried (vote 8-0)

Steve Carrol: The Tyl / MHS solar project will go to the January Planning and Zoning meeting. There was a delay in the civil engineer's work on the erosion control and land

clearing plan so they were not able to make the Dec. P&Z meeting. CES is working with the Building Official to review latest construction drawings, in an effort to expedite approval. The permit package is currently being assembled for review by Building Department, but there will not be an approval from Building Department until after P&Z approval is issued. The Building Official is doing a preliminary review to ensure everything is in place once the P&Z approval is received. The project is still on track for an April completion. Interconnectivity agreement has been approved. The panels will be delivered soon and stored in storage units on site as per our agreement.

Oakdale project – ConEd has proposed putting solar panels on the Oakdale roof as an addition to the project under the existing ZREC (Zero Emissions Renewable Energy Credits) obtained for the Tyl/MHS project. This work would be concurrent with the Tyl/MHS project. The project is projected to have a 20-year \$192,000 savings or about \$9,000 per year. The roof warranty will not be affected and the roof will be inspected upon completion of the project. This would require an addendum to our current Power Purchase Agreement and related legal costs to review the addendum. The terms of the PPA executed for Tyl/MHS would be the same for the Oakdale project

In response to a question about why the panels would be installed on the roof rather than the ground, Steve explained that collective decision was to explore a rooftop system as opposed to ground-mount due to the proximity to neighbors and the smaller area of property available at Oakdale. CES would work with roofing manufacturer to maintain existing warranty. CES would hire a third-party engineer to review and authorize installation of system, in order to meet load calculation requirements.

e. Discussion regarding the 2019-2020 budget process and possible action to set dates for budget forums.

Motion: That the Board sets budget forum meetings on January 24th at 5:45 at Mohegan School preceding their concert, February 4th at 5:30 at Montville High School following the School Governance Council meeting, and January 14th at 5:30 at Murphy before their PTO meeting. In addition on January 7th at 5:30 in the Montville High School media center there will be an informational budget presentation by CT School Finance Project.

Proposed by:	Monica Pomazon
Seconded by:	Sandra Berardy
Vote:	Carried (vote 8-0)

Publicizing the budget forums was discussed. The dates will be added to the website, the bulletin board at the corner of Old Colchester Rd., and included in communications from schools.

A survey will also be sent to constituents (parents, community members, seniors) to determine the level of support in the community for specific budget items and areas.

Robert Mitchell: We used to hold budget forums at all of the schools and stopped due to a lack of participation. I would like to see them begin again.

Monica: The Communication Committee discussed piggy backing events which are already occurring at the schools. The committee also discussed whether we want to hold a budget forum at every school, or one at each level. It is a nice way to get people in the schools.

The budget presentation for the Board would be in February following these forums. Dana: There should be one at Mohegan, because it is on the other side of town, and at least one at the high school and middle school. Sandra: The purpose of this meeting is to get input from the parents on what they find important in the budget. Monica: I think it is better to attach the budget meetings to the activities. Proposed dates: Mohegan January 24th at 5:45, combine MHS and Tyl on February 4th following the Governance Council meeting, and combine Murphy and Oakdale on February 14th at 5:30 at Murphy.

Reminder January 7th at 5:30 p.m; Connecticut School Finance Project a factual presentation of how budgets are funded

f. Discussion and possible action to set date for Board retreat to learn more about the CABE Connecticut Lighthouse Project.

Motion: That the Board agrees to invite Nick Caruso for a special meeting for a presentation to the Board on the CT Lighthouse Project.

Proposed by: Monica Pomazon
Seconded by: Colleen Rix
Vote: Carried (vote 8-0)

Laurie: I have contacted Nick Caruso from CABE to learn more about his availability to speak with the Board about this initiative. The focus of the Lighthouse Project is elevating the role of the Board in improving student learning through the process of: learning together as a Board team, setting clear expectations, creating conditions for success, holding the system accountable for expectations by making extensive use of data, and building public will. More information on the Lighthouse Project is loaded in OneNote and available on the CABE website. The purpose is to create a visionary Board rather than one focused on compliancy and to translate what we are doing at Board meetings and in Board work to make this happen.

g. Future agenda items.

Bob: Does any Board member want any item added to a future agenda? I know this is the first time you have heard this so start thinking about what you would like to see on future agenda items. This is your agenda.

Item 7. Committee and liaison reports:

- a. **Policy** – The committee met with the E&E committee earlier this evening to discuss the new graduation requirements as described in Policy 6146 Credit requirements. Among other things the number of credits required for graduation would change effective for the class of 2023. There are also some changes to the course requirements. We agreed to continue the discussion in January to ensure the entire board is present for this discussion. Laurie will provide a bulleted list of the significant changes which need to be approved. Laurie explained that within the state legislation there are some requirements which are quite specific and some give us a lot of latitude. Some of these decisions are pretty consequential. The administration believes that the proposed changes seem like a positive step forward. We will continue our consideration at the next Policy meeting January 15th at 5:00 P.M.

- b. **Educational Evaluation** – The committee met this evening and recommended changes to the Social Studies World Cultures course and a new Song Writing course and learned about the new Graduation Requirements along with the Policy Committee. These new requirements necessitate changes to Policy 6146. We will hold a special meeting on Jan. 15th with the Policy Committee to continue consideration of revisions to Policy 6146.
- c. **Communications Committee** – Monica was named chair of the committee. We discussed the budget forums and the informational budget presentation by Erika Haynes which will cover enrollment changes, population changes, educational needs, funding for local education, revenue sources, ECS grants, changes in ECS over time, the new formula for ECS, holdbacks, MBR, mill rate, grand list and excess cost. We all need to be on the same page with this information. The Town Council and members of the community will be invited. We discussed a budget survey to get our town members involved and to hear their priorities. We want the input at the beginning of the process rather than the end. Laurie is working on a survey format; a sample can be found in OneNote for you to review and give feedback. We also discussed communication among the board members which resulted in our consideration tonight of a Board retreat led by Nick Caruso from CABA and the new arrangement of the seating for Board meetings. We asked that the principals sit in the front of the audience at meetings because we want to be able to receive input from the principals at meetings. We want to market our schools.
- d. **Montville Education Foundation** – Laurie explained that MEF met Dec. 3 to review grant applications. They received twelve full grant applications and two mini-grant applications. They have selected several grant recipients from the MPS applications...stay tuned for information about the presentation of these awards!
- e. **LEARN**- Robert Mitchell; the first meeting is right after the new year.
- f. **CABA/NSBA** – Robert Mitchell; Convention was was great.
- g. **Montville Youth Services Bureau** – Dan Boisvert; Pancake breakfast raised \$1,300. Dec. 8th and 9th. The stuff the cruiser event was well-run over the weekend, and they donated a lot of food to the Montville food pantry. Trick or Trunk in October; turnout was great, a lot of fun for everyone who attended. YAC will be on the February agenda.

h. Student Representatives Reports

Ashley Seldon; Junior Class Representative

Mini Update: I just want to recognize both Mrs. Sangermano and Mr. Alves and thank them for their willingness to cooperate with the student body this year. I think that this new administration is really helping inspire students to take action in their school community. There are some really exciting new things happening around our school with the Water Crisis, murals, and a potential color run at our school. A lot of people are excited to begin their favorite winter sports and obviously XMAS break is only a week away.

My report: What I really wanted to highlight was the CABA convention we attended. First, I would like to thank you guys (the board) for allowing me and G to go. I think I really have learned how to become more beneficial to the board as a student rep. It was helpful to hear how other student representatives provide their district's boards with useful information. A lot of the student reps shared that their boards send the

agenda to them a few days prior to the meeting with some background. With the topics they feel pertains to students, the reps can say their opinion and contribute that way. Other boards will discuss topics and if they feel a student opinion is necessary, they will engage them. Which I do feel has been done a couple times. Maybe if G and I felt that we wanted to talk about something we felt was worth discussion, we could have the option to add to the agenda. If this were an option, it would be our responsibility as student reps to communicate with the rest of the student body, on issues that are important to them. Some other reps said that they are a part of the Board of Finance and the Board of Policy at their schools, so they can ensure that the students' voices are heard. I think that this is something we can work on together as a group and figure out how me and G's role can be expanded. How much do we think is necessary?

Geetanjali Chouhan (Senior Class Representative)

Good evening. As the winter holidays approach, college deadlines are also approaching for many seniors. Seniors, such as I, have been running around getting letters of recommendations, and applying to our dream schools. The stress level for seniors is at an all-time high with the college applications coupled with the already heavy load of ECE and AP classes. Hopefully, as we continue to get accepted, we will become less stressed.

NHS and other clubs have been fundraising for the Thirst Project and we have made a lot of progress. National Honors Society has been collecting plastic water bottles or cans and depositing them for money; student government is planning to sell Thirst Project t-shirts along with other planned fundraisers. Each club has been trying to raise money, enough to build the well in Swaziland and it's really uplifting that the community knows that students are taking action and wanting to help.

Due to the concerns about recent closure of bathrooms, we began to talk to administrations. As a result, we are establishing a community where, as bystanders, students feel comfortable with expressing their concerns and reporting issues they see to the teachers, and/or administrators. We, the students, are willing to work with administration on issues we feel are important to the wellbeing of our school lives and after talking to administration, I know that they are willing to work with the students as well. After talking with Mr. Alves and Mrs. Sangermano, we established an efficient way of connecting the students and administrators; by creating a group of students, from various backgrounds, a variety of them, to meet with Mr. Alves and Mrs. Sangermano. This would really help boost the communication between administration and the student body.

The graduation requirements were brought to students, by Mrs. Pallin and Mrs. Sangermano, in hopes of ideas. With the help of NHS, we are establishing pathways for different careers in hopes of providing a pathway for everyone and meeting the new graduation requirements. I think with the student input on what classes we want or need for a specific pathway, we can establish and set of courses and pathways for future classes.

- i. **Principals' Quarterly Reports** – November Reports are in OneNote

Item 8. Interim Superintendent's Report

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

Special education tuition was budgeted at 1,580,596.00 (about \$1.6 million), and as of Nov 6th our projected costs were \$1,548,888.00 leaving about a \$30,000 buffer.

VoAg; two students with Special Education services were budgeted at \$33,721.00 and their projected cost is 38,489 which puts us 4,768.00 over.

Special education costs for students at the magnet schools were budgeted at \$335,000, and are projected to actually be 391,370.

Between magnet and VoAg services, we are over by \$60,000 but that's offset by the savings in the Clinical Day budget. It's important to remember this is a snapshot and it is continuously changing. Students who are currently hospitalized and being tutored may will lower the clinical day tuitions but we also have a student that recently moved into district who had already placed at a Clinical day school by his prior school.

I have spent quite a bit of time working with my assistant to clean up errors with our state reporting. I believe we have resolved all the errors.

We had some staff turnover at the Transition Academy so I am working with a new staff member there to ensure proper training for Mohegan Sun. The US Dept of Ed recently released its anticipated proposed regulations regarding sexual harassment for Title IX.

The Key components include

1. Defining sexual harassment, neither the title IX statute or current regulations defined sexual harassment so the proposed regulations actually define it.
2. Specific grievance procedures.

If these regulations are adopted as proposed it will have significant implications for educational institutions. It will create a narrower standard of liability for recipients' responses and would establish a stricter definition of sexual harassment compared to the broader definition favored by OCR. The proposed Title IX rule is open for public comment until January 28

b. Report from the Acting Superintendent – Mrs. Pallin

Minimum Budget Requirement:

Our anticipated MBR calculation based upon 2018 final budget appropriation was \$37,508,492 and based upon that figure, the town adopted an education budget of \$37,660, 619. However, we learned at the end of October that the state based the actual MBR calculation on the original 2018 budget appropriation prior to the holdback which puts the actual MBR for 2019 at \$38,330,986. This means that our budget is \$670,367 short of MBR. By statute if the town is found in violation of MBR at the close of the budget year, a penalty of twice the shortfall (\$1,300,000) would go into place in July. When Bob and I spoke with Wills Pike, Wills mentioned that the town is working with our legislators and the 16 other towns affected to get legislation for another one year relief provision to MBR.

By Jan. 1st I need to send the CSDE a letter stating one of three things:

1. the town intends to restore the funds,
2. the town is not in the position to restore the funds, or
3. the town is working on the issue and we can't respond at this time.

Based upon my conversation with Wills, our letter will state the latter. The difficulty for the Board is that there are educational implications to the loss of these funds, and we are currently struggling to remain within our budget as we look at costs for special education, transportation, paraeducators' and certified salaries, and supplies. However we also understand the hardship which this poses for the town.

District Management Group Progress:

I have placed a PowerPoint outlining the redefined scope of work for the remainder of this contract. They will conduct a comprehensive audit of all our special education staff and benchmark our staffing levels and

service delivery models to similar districts to point out trends and opportunities to improve services while containing costs. They will then host a planning retreat for administrators to prioritize opportunities we'd like to pursue and plan action steps.

Discipline Meeting with Secondary Administrators:

Our meeting resulted in clarification of administrative regulations regarding several items to ensure consistency across the two buildings:

- Videotaping a violent event and distributing the video will result in the same consequences as are given to the people involved in the fight
- Any videotaping (but not distribution of the tape) will result in social consequences (no participation in after school activities).
- Organizing a fight will have the same consequences as participating in the fight
- Any threat to the school will result in 10 days OSS
- Carrying and/or use of pepper spray is not allowed on campus. Pepper spray is considered a dangerous instrument under the Student Discipline Policy #5140. Possession or use of pepper spray on campus will be subject to disciplinary action in accordance with that policy. Though the district does not condone or support the carrying of pepper spray and has no liability for carrying and/or using pepper spray off-campus, we recognize that some students may choose to carry pepper spray off campus. Students who carry pepper spray MUST turn it in to the school office upon arrival at school for locked storage during the school day and pick it up when leaving the campus for the day. It is the student's responsibility to follow this process. Inappropriate use of pepper spray on other students off campus will be cause for disciplinary action according to Policy 5140 Section B2.

Transportation:

I'm pleased to announce that we expect to have our eight new buses on the road upon our return from the holiday break and the new van should also arrive in January. The bus garage parking lot has been paved and the Transportation Coordinator reports that the pavement has been completely dry! I am very proud of the bus garage employees' weeklong campaign to collect toys for donation to the Montville Social Services. Their decorated bus was a hit at the Montville parade and the bus was filled with toys by the end of the drive on Dec. 8th. The employees demonstrated a tremendous amount of spirit and camaraderie and donated both time and money on this initiative.

Fuel Tank Removal:

We received a donation of a fuel tank from Mohegan Sun for installation at Mohegan Elementary School. The tank has 15 years left on its warranty, is more secure than the one we were going to purchase, and has double the capacity. The installation cost remained the same, but we did have to pay for transportation of the tank to our site. We project there will be a \$5000 in savings in the project as a result. The tank at MHS has been removed and we are awaiting delivery of the new tank. The Oakdale tank replacement is scheduled to begin over winter break as the tank is adjacent to the roadway which would mean closing a traffic lane.

Security Committee:

We submitted a grant application for \$287,000 of equipment to improve building safety and security. With a 68.93% reimbursement, we requested upgrades to our camera and public address systems, the Raptor system to check in visitors, devices to better control access to the buildings and secure vestibules and protective film for larger windows. The website indicates an "early 2019" announcement of grant recipients. The committee reached consensus on changes to the district's lockdown procedures based upon the ALICE training and current information about best practices. A subcommittee will meet to write a new draft procedure for use at each school.

SAT Prep Class :

While we lost the SAT prep course from our HS course offerings due to decreased staff, we are working to offer a 5 week, 20 hour afterschool SAT prep course for interested students.

Item 9. Information Items

- a. **Montville High School Yearbooks orders are due; if you wish to receive a yearbook this year please let Jen know before December 22nd.**

Item 10. Citizen's Comments (non-agenda items only)

None

Motion: That the board enters executive session and invites Laurie Pallin for a discussion on forming a possible search committee for the position of Superintendent.

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

Laurie was subsequently asked to leave the executive session.

Motion: That the board exits executive session at 8:10 with no votes taken.

Proposed by: Colleen Rix
Seconded by: Monica Pomazon
Vote: Carried (vote 8-0)

Item 11. Discussion and possible action to form a search committee for the position of Superintendent of Schools.

No action was taken.

Item 12. Adjournment

Motion: That the meeting is adjourned.

Proposed by: Colleen Rix
Seconded by: Monica Pomazon
Vote: Carried (vote 8-0)

The meeting adjourned at 8:12 p.m.

Respectfully submitted by,

Robert Mitchell, Chair
Montville Board of Education

Colleen Rix, Secretary
Montville Board of Education

Minutes Approved: _____