

VOLUNTOWN BOARD OF EDUCATION

195 Main Street Voluntown CT 06384
SUPERINTENDENT OF SCHOOLS: Adam S. Burrows

Board Chair – Diana Ingraham

Barbara Gileau
James Hutchins, Vice-Chairperson
Vikki Smith

Cathy Grant, Secretary
Robert Iovino
April Woodcock

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BOARD MINUTES

Regular Board Meeting

Thursday, April 10, 2014

Board of Education Meeting Room - 7:00 p.m.

ATTENDANCE

Present: Barbara Gileau, Cathy Grant [Secretary], James Hutchins [Vice Chair], Robert Iovino (7:25 PM) Vikki Smith. **Absent:** Diana Ingraham [Board Chair] and April Woodcock.
Also Present: Superintendent Adam Burrows

PLEDGE OF ALLEGIANCE

Recited

PUBLIC HEARING

Board of Education 2014-2015 Budget Proposal

The Board Vice Chair opened the Public Hearing on the Board of Education 2014-2015 Budget Proposal

2014-2015 BUDGET PROPOSAL

The Superintendent of Schools, Mr. Burrows, presented the Board of Education 2014-2015 Budget Proposal of \$6,494,648 which was recently adjusted to represent an increase of \$125,692 or 1.97% over the 2013-2014 approved budget of \$6,368,956.

GUESTS:

Mr. Jack Wesa commended the Superintendent and Board of Education on a well prepared budget after asking various questions about the Budget proposal. Patricia Thevenet commended the Superintendent and Board of Education on a well prepared budget after a few questions about the Budget proposal. Lloyd VanLanen asked a few questions about the Budget proposal.

The Vice Chairman closed the Public Hearing on the Board of Education 2014-2015 Budget Proposal

REGULAR MEETING

CALL TO ORDER

The Vice Chairman called the Regular Meeting to order at 8:10 p.m.

CONSENT AGENDA

MOTION #1 4/10/14: made by Cathy Grant **SECONDED BY** Vikki Smith that the Board of Education Approves the Consent Agenda as presented and that the Food Service Report be discussed under Committee Reports / Wellness

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

CITIZEN COMMENTS

Jack Wesa talked about and presented questions about the Common Core Standards and the Smarter Balanced Assessment Consortium.

PRINCIPAL REPORT

Students as a Focal Point: SBAC testing has begun. Students in band / chorus performed for the VES School Community at the Pep Rally held March 14th to recognize winter sports. The Junior High Dance was held March 14th. A bag pipe assembly was held March 19th and a parent held a small assembly to teach students about bag pipes. Attended Anti-Defamation League Training and students in Grades 6-8 participated in the 1.5 hour Anti-bullying training.

Curriculum, Learning, and Instruction: VES Weekly Notes continue to be sent to faculty members; Team Meetings are continuing to be held; Teacher Evaluation process continues; Common Core State Standards (CCSS) coaches are continuing to work on modules and attend training; attended Out-of District Workshops on School Readiness Council, NELMS 33rd Annual Conference, and EAM District Facilitator Training; and hosted EASTCONN's Principal's PK-8 Consortium.

Grants/Reports: Working on School Readiness/QE Grants and NAEYC Reports.

Professional Development: Staff participated in training about suicide prevention, active shooter and committee meetings (CCSS Coaches).

Building, Grounds, and Transportation: Drills: we have had 7 fire drills / 3 lockdown drills / 1 evacuation drill / and 1 earthquake drill

Community and Public Relations: Family Night was held March 18th; PTO Meeting was held March 18th; Tour of Voluntown: Principal Alycia Trakas thanked Terry Chenette for taking her on a tour of Voluntown.

SPECIAL EDUCATION REPORT

Special Education Population The population is now at (46) in the elementary school building showing an increase of (2). There are presently (4) students in the process of evaluation. The High School special education population is currently at (6) = (1) student in NFA and (5) students in Griswold High School. In addition, there are (7) students presently out-placed. The combined locations show a total of (59) students presently receiving special education services.

504 Populations: There are now twenty-nine (29) students receiving 504 services; (25) in the elementary building and (4) attending high school.

Workshop: Dr. Lee attended the Youth Mental Health First Aid USA course and has been certified.

SUPERINTENDENT REPORT

Superintendent Burrows reviewed his Calendar of Events for April and May 2014, and the Enrollment Report as of April 4, 2014 - (there are 326 students (Pre-K through 8th Grade) plus 127 High School Students), March 13, 2014 Board Briefs; Board members invitation to the 8th grade banquet on June 6, 2014; Norwich Regional Adult Education Cooperative Program and the 2014-2015 Learn Regional Calendar (approved 12/20/13).

COMMITTEE REPORTS

Indoor air Quality / Tools for School and Safety:

MOTION #2 4/10/14: made by Robert Iovino **SECONDED BY** Cathy Grant that the Board of Education authorize the Superintendent of Schools to sign a Fuel Oil Agreement for the best price prior to the end of the 2013-2014 school year

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

Youth Services Bureau/Local Prevention Council: Adam Shaughnessy is very involved with the grant writing process for the YSB. Melinda Bryan is now the interim Youth Services Bureau Coordinator. Planning continues for the VES 5K run/walk in support of the YSB.

Professional Development & Teacher Evaluation Plan: There was review of the Connecticut Educator Evaluation and Support System 2013-2014 Flexibility Request Submission Form approved by CSDE.

Wellness: The Wellness Committee has been reviewing the current menu and discussing ways to increase participation in the Food Services Program. There was discussion on the potential for health curriculum changes to the current physical education program.

High School: Superintendent Burrows spoke about publishing a Student-Parent Handbook for 6, 7, and 8th graders that would include information about sending schools for high school students.

Building Committee – Roof: The Building Committee voted to send the roof project out to bid.

2014-2015 BUDGET PROPOSAL

MOTION #3 4/10/14: made by Cathy Grant **SECONDED BY** Vikki Smith that the Board of Education approve the 2014-2015 Board of Education Budget of \$6,494,648 that represents an increase of \$125,692 or 1.97% over the 2013-14 approved budget of \$6,368,956

VOICE VOTE: 4:0:1 In favor: Barbara Gileau, Cathy Grant, James Hutchins, Vikki Smith
Abstained: Robert Iovino

MOTION CARRIES

POLICIES (5111.11/5111.3 5112.5)

MOTION #4 4/10/14: made by Cathy Grant **SECONDED BY** Robert Iovino that the Board of Education Approves Policy 5111.11 Designated High School as presented

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

MOTION #5 4/10/14: made by Cathy Grant **SECONDED BY** Robert Iovino that the Board of Education Approves Policy 5111.3 High School Transfer as presented

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

MOTION #6 4/10/14: made by Vikki Smith **SECONDED BY** Robert Iovino that the Board of Education Approves Policy 5112.5 5TH Year of High School as presented

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

STRATEGIC PLAN 2014-2018	MOTION #7 4/10/14: made by Robert Iovino SECONDED BY Cathy Grant that the Board of Education approve the 2014-2018 Strategic Plan as presented VOICE VOTE: UNANIMOUS;	MOTION CARRIES
SCHOOL SECURITY GRANT	Discussed in executive session.	
JOB DESCRIPTION .2 ADMINISTRATOR	MOTION #8 4/10/14: made by Cathy Grant SECONDED BY Vikki Smith that the Board of Education Approves the Job Description for the .2 Administrator Position VOICE VOTE: UNANIMOUS;	MOTION CARRIES
BOARD GOALS 2014-2015	MOTION #9 4/10/14: made by Robert Iovino SECONDED BY Cathy Grant that the Board of Education Table the 2014-2015 Board of Education Goals to the May 8, 2014 meeting VOICE VOTE: UNANIMOUS;	MOTION CARRIES
** NEW BUSINESS:		
CIRMA EXTRA EXPENSE	Mr. Burrows in is the process of reviewing an increase to the "extra expense" insurance coverage from \$150,000 to \$500,000. The Board will continue to review this item at their next meeting on Thursday, May 8, 2014.	
5TH GRADE FIELD TRIP	MOTION #10 4/10/14: made by Vikki Smith SECONDED BY Cathy Grant that the Board of Education approves the 5 th Grade Field Trip to Old Sturbridge Village in Massachusetts on May 14, 2014 VOICE VOTE: UNANIMOUS;	MOTION CARRIES
RESIGNATION BACK-UP BUS DRIVER	MOTION #11 4/10/14: made by Cathy Grant SECONDED BY Robert Iovino that the Board of Education approve the resignation of the back-up bus driver Brenda Mineo VOICE VOTE: UNANIMOUS;	MOTION CARRIES
JOB DESCRIPTION IT SERVICES SUPPORT TECH	The Board performed a first reading. A second reading will be placed on the May 8, 2014 Agenda.	
JOB DESCRIPTION SCHOOL NURSE	The Board performed a first reading. A second reading will be placed on the May 8, 2014 Agenda.	
8th GRADE GRADUATION DATE	MOTION #12 4/10/14: made by Vikki Smith SECONDED BY Cathy Grant that the Board of Education approve the 8 th Grade Graduation Date of Thursday, June 19, 2014, 7:00 p.m. VOICE VOTE: UNANIMOUS;	MOTION CARRIES
ASSISTANT TRACK COACH	MOTION #13 4/10/14: made by Vikki Smith SECONDED BY Cathy Grant that the Board of Education approve Chuck Salter as the Assistant Track Coach VOICE VOTE: UNANIMOUS;	MOTION CARRIES
POLICY #6144 CONTROVERSIAL ISSUES	The Board performed a first reading. A second reading will be placed on the May 8, 2014 Agenda.	
EXECUTIVE SESSION	MOTION #14 4/10/14: made by Cathy Grant SECONDED BY Vikki Smith that the Board of Education enter into Executive Session at 9:24 p.m. for the purpose of discussing Superintendent Evaluation, School Security and Negotiations VOICE VOTE: UNANIMOUS;	MOTION CARRIES
	MOTION #15 4/10/14: made by Vikki Smith SECONDED BY Robert Iovino that the Board of Education move out of Executive Session at 9:55 p.m. VOICE VOTE: UNANIMOUS;	MOTION CARRIES
	MOTION #16 4/10/14: made by Vikki Smith SECONDED BY Robert Iovino the Board of Education waive the bid process and authorize the Superintendent of Schools to expend \$21,200 for security upgrades and complete the paperwork for the Town to receive 67.14% reimbursement from a State security grant VOICE VOTE: UNANIMOUS;	MOTION CARRIES
ADJOURNMENT:	MOTION #17 4/10/14: made by Robert Iovino SECONDED BY Vikki Smith that the Board of Education Adjourn the meeting at 10:00 p.m. VOICE VOTE: UNANIMOUS;	MOTION CARRIES

APPROVED BY THE BOARD ON MAY 8, 2014