

**VOLUNTOWN BOARD OF EDUCATION**  
**195 Main Street Voluntown CT 06384**  
**SUPERINTENDENT OF SCHOOLS: Adam S. Burrows**  
**Board Chair – Diana Ingraham**

Barbara Gileau  
Cathy Grant, Secretary  
James Hutchins, Vice-Chairperson  
Robert Iovino  
Vikki Smith

Phone: 860.376.9167  
Fax: 860.376.3185  
WEBSITE: [www.voluntownct.org](http://www.voluntownct.org)

**BOARD MINUTES**  
**Regular Board Meeting**

Thursday, June 13, 2013  
Board of Education Meeting Room - 7:00 p.m.

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**ATTENDANCE:** **Present:** Barbara Gileau, Cathy Grant [Secretary], James Hutchins [Vice Chair], Diana Ingraham [Board Chair]. **Absent:** Robert Iovino, Vikki Smith. **Also Present:** Superintendent Adam Burrows, Alicia Dawe, Principal, and Dr. Elaine Lee, Director of Special Education

**PLEDGE OF ALLEGIANCE:** Recited

**CONSENT AGENDA:** **MOTION #1 - 06/13/13:** made by Barbara Gileau **SECONDED BY** Cathy Grant that the Board of Education accepts the consent agenda as presented  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**

**GUEST SPEAKER:** Jim Ward, Technology Director, informed the Board that work has begun on the implementation of *Project 1: Server Upgrades* including the Finance Server & Backup.

**PRINCIPAL'S REPORT:** Alicia Dawe presented the Principal's Report that highlighted information about:  
**Curriculum/Instruction Learning:** School Readiness and Quality Enhancement Grants for the 2013-14 school were delivered May 13, 2013; Staff will be meeting to discuss the implementation plan for DRA2 as well as the benchmark assessment calendar, and transitional and cumulative folders; Student placement for the 2013-2014 school year has begun; "Bloomboard" was chosen by the State Department of Education as the data electronic resource for Teacher Evaluation and PD; Pre-school registration began June 25 and 26<sup>th</sup>; Kindergarten registration took place May 14<sup>th</sup> and 15<sup>th</sup> for new registrations; and the 8<sup>th</sup> Grade Banquet was a huge success.  
**Community/Public Relations:** 10<sup>th</sup> Family Academy was held May 21<sup>st</sup> and the topic was "Summer - Presenting Opportunities for Learning"; Screen free week is currently taking place this week, 8<sup>th</sup> Grade Awards Ceremony and Graduation scheduled is for June 19, 2013; the Spring Music Concert "Music to our Ears" was held June 6<sup>th</sup> and was a huge success.

**SPECIAL EDUCATION REPORT:** Dr. Elaine Lee presented the Special Education Report and highlighted information about:  
**Enrollment Special Education:** There will be 35 students receiving Special Education services in one or more subject areas in grades Pre-K through 8<sup>th</sup> grade; **Special Education High School:** 3 students will be receiving services (1 at NFA and 2 at Griswold High School); **Special Education Out-Placed Students:** 9 students will be out-placed; **504 Students:** 26 students are receiving 504 services; **Development of Goals and Objectives for Special Education Students.** Teachers align goals with the Connecticut Common Core Standards and follow grade level curriculum based on students' needs and/or abilities. Special education teachers meet regularly with regular education teachers to keep abreast of curriculum and modify where appropriate; **Pre-School Program:** there are presently 20 students in the Pre-K through 3 year old program and will move on to the Pre-K through 4 year old program in the Fall of 2013; The 5<sup>th</sup> through 8<sup>th</sup> grade alternative classroom has had a successful year.

- SUPERINTENDENT'S REPORT** Mr. Burrows reviewed his calendar of events for Jun & Jul 2013; May 9, 2013 Board Briefs and the enrollment report that noted, as of 6/4/13, there are 316 students (Pre-K through 8<sup>th</sup> Grade) plus 120 High School Students.
- HEALTH CARE / BENEFITS PLAN** **MOTION #2 - 06/13/13:** made by Cathy Grant, SECONDED BY Barbara Gileau that the Board of Education authorize the Board of Education Chair to sign the Willis Fee Agreement Human Capital Accounts for 2013-2014  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**
- MOTION #3 - 06/13/13:** made by Jim Hutchins SECONDED BY Barbara Gileau that the Board of Education approve the change of Dental Plans from the CT Partnership from Option #4 to Option #7 as presented by United Health Care with HEP Dental with Ortho for 2013-2014  
**VOICE VOTE: 3:1:0 In Favor:** Barbara Gileau, Jim Hutchins, Diana Ingraham  
**Opposed:** Cathy Grant **MOTION CARRIES**
- MOTION #4 - 06/13/13:** made by Jim Hutchins SECONDED BY Barbara Gileau that the Board of Education Chair sign the VEA / BOE Memorandum of Understanding for Health Care Benefit Plan changes  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**
- AGENDA ITEM ADJUSTMENT** **MOTION #5 - 06/13/13:** made by Jim Hutchins SECONDED BY Barbara Gileau that the Board of Education moves Agenda Item IX. #12, IDEA Grant, to this point in the meeting  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**
- IDEA GRANT** **MOTION #6 - 06/13/13:** made by Barbara Gileau SECONDED BY Cathy Grant that the Board of Education authorize the Superintendent to submit the IDEA, Part B, Section 611 and 619 Entitlement Grant, July 2, 2013 to June 30, 2015  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**
- YSB GRANT** **MOTION #7 - 06/13/13:** made by Jim Hutchins SECONDED BY Cathy Grant that the Board of Education authorize submittal of the 2013-2014 Youth Services Bureau Grant  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**
- NEW STUDENT TEACHER** Kelsie Limner, Sacred Heart University graduate student, will be student teaching at Voluntown Elementary for the 2013 Fall Semester
- COMMITTEE REPORTS:** **Youth Services Bureau:** YSB has sponsored a volley ball and basket ball series for our high school students, contributed funds to D.A.R.E., sponsored the GRASP (Great After School Programs) after school events, and contributed funds toward Screen Free Week. YSB is in the process of increasing membership on the Advisory Board and is looking for Voluntown parents and community members who might be interested in serving on the Board or on a specific subcommittee; **School Climate Plan:** School Climate Plan Committee continues work on initiatives in promoting a sense of well-being within the school as well as to implement requirements of PA 11-232 - an act concerning the strengthening of school bullying laws.
- ANNUAL APPROVAL SALE OF FOOD & BEVERAGES** **Wellness:** Exemption for the Sale of Food and Beverage/Healthy Food Certification:  
**MOTION #8 - 06/13/13:** made by Cathy Grant SECONDED BY Barbara Gileau That the Board of Education permits the sale of foods for the 2013-2014 School Year that do not meet Connecticut Standards at events if three conditions are met:  
(1) The sale is in connection with an event occurring after the end of the regular school day or on a weekend, (2) the sale is at the location of the event and (3) the items are not sold from a vending machine or school store  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**
- MOTION #9 - 06/13/13:** made by Jim Hutchins SECONDED BY Cathy Grant that the

Board of Education permits the sale of beverages for the 2013-2014 School Year that do not meet Connecticut Standards at events if three conditions are met: (1) The sale is in connection with an event occurring after the end of the regular school day or on a weekend, (2) the sale is at the location of the event and (3) the items are not sold from a vending machine or school store

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

**School Community Safety Team:** Continues to guide the process of implementing security upgrades.

**School Readiness Council:** The 2013-2014 School Readiness Grant requesting \$90,000 has been submitted.

**UPDATED  
TEACHER  
PLAN**

**Teacher Evaluation Plan:**

**MOTION #10 - 06/13/13: EVALUATION** made by Jim Hutchins SECONDED BY Barbara Gileau that the Board of Education confirms the submittal of the updated District-Designed Teacher Evaluation Plan to the SDE

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

**RESIGNATION  
PRINCIPAL**

**MOTION #11 - 06/13/13:** made by Barbara Gileau SECONDED BY Cathy Grant that the Board of Education accepts the resignation of Alicia Sweet Dawe, Principal, with June 30, 2013 being the last day of employment

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

**SUMMER SCHOOL  
TEACHERS**

**MOTION #12 - 06/13/13:** made by Cathy Grant SECONDED BY Jim Hutchins that the Board of Education approve Hailie Davis, Karen Britt, and David Biagiarelli as Summer School Teachers for 2012-2013

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

**SUMMER SCHOOL  
SPEECH/LANGUAGE  
TEACHERS**

**MOTION #13 - 06/13/13:** made by Cathy Grant SECONDED BY Jim Hutchins that the Board of Education approve Donna Pendill-Brown and Lynn McCullough as Summer School Speech and Language teachers as a shared position for 2012-2013

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

**SUMMER SCHOOL  
PARA'S**

**MOTION #14 - 06/13/13:** made by Cathy Grant SECONDED BY Jim Hutchins that the Board of Education approve Alanna Malinowski, Diane Ricard, Heather Miller and Nicole Vitali as Summer School Paraprofessionals for 2012-2013

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

**SUMMER SCHOOL  
COUNSELOR**

**MOTION #15 - 06/13/13:** made by Cathy Grant SECONDED BY Barbara Gileau that the Board of Education approve Lauren Briggs as Summer School Counselor for 2012-2013

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

**SUMMER SCHOOL  
NURSE**

**MOTION #16 - 06/13/13:** made by Cathy Grant SECONDED BY Jim Hutchins that the Board of Education approves Mary Rollins and Joyce Vournazos as Summer School Nurses as a shared position for 2012-2013

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

**SUMMER SCHOOL  
CUSTODIANS**

**MOTION #17 - 06/13/13:** made by Cathy Grant SECONDED BY Barbara Gileau that the Board of Education approve Darlena Loranger, Tina Brayman, Angela Wagner, and Gary Chenette as Summer School Custodians for 2012-2013

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

**RESCIND NON-RENWAL  
NON-TENURED  
TEACHERS**

**MOTION #18 - 06/13/13:** made by Jim Hutchins SECONDED BY Cathy Grant that the Board of Education rescind the motion to non-renew, non-tenured teacher Donna Pendill-Brown

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

**MOTION #19 - 06/13/13:** made by Jim Hutchins SECONDED BY Barbara Gileau that the Board of Education rescind the motion to non-renew, non-tenured teacher Jake St. John

**VOICE VOTE: UNANIMOUS;**

**MOTION CARRIES**

- MOTION #20 - 06/13/13:** made by Barbara Gileau **SECONDED BY** Jim Hutchins that the Board of Education rescind the motion to non-renew, non-tenured teacher Anna Marie Potter  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**
- LEAVE OF ABSENCE** **MOTION #21 - 06/13/13:** made by Barbara Gileau **SECONDED BY** Cathy Grant that the Board of Education approve the pregnancy leave of absence request by Amy Suffoletto as per the Professional Agreement between the Board of Education and the Voluntown Education Association  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**
- APPOINTMENT JHS SCIENCE TEACHER** **MOTION #22 - 06/13/13:** made by Jim Hutchins **SECONDED BY** Cathy Grant that the Board of Education confirm the appointment of Andrea Bunger as the Junior High School Science Teacher  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**
- INTERN SACRED HEART** The Board recognized Alyson Paige as the intern from Sacred Heart University for the 2013-2014 School year
- STRATEGIC SCHOOL PROFILE** The Board reviewed and discussed results of the 2011-2012 Strategic School Profile recently received from the State Department of Education as submitted by Superintendent Burrows.
- SUGGESTIONS FOR NEXT MEETING** Guest Speaker Tom O'Connor, Director of Food Services; Staffing Projections; Strategic School Profile; Board Evaluation; School Security Grant; School Safety Committee
- EXECUTIVE SESSION** **MOTION #23 - 06/13/13** made by Cathy Grant **SECONDED BY** Barbara Gileau that the Board of Education enters into Executive Session at 8:50 p.m. for the purpose of discussing legal issues  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**
- MOTION #24 - 06/13/13** made by Barbara Gileau **SECONDED BY** Jim Hutchins that the Board of Education moves out of Executive Session at 8:57 p.m. for the purpose of discussing legal issues  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**
- ADJOURNMENT:** **MOTION #25 - 06/13/13:** made by Barbara Gileau **SECONDED BY** Jim Hutchins that the Board of adjourns at 8:59 p.m.  
**VOICE VOTE: UNANIMOUS; MOTION CARRIES**

- APPROVED BY THE BOARD ON JULY 11, 2013 -

Respectfully Submitted  
Sherry Pollard, Board Clerk