

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
Monique Mooney

Cathy Grant, Secretary
Robert Iovino
Vikki Smith

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BOARD MINUTES

Regular Board Meeting

Thursday, March 14, 2013

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

ATTENDANCE: Present: Barbara Gileau, James Hutchins [Vice Chair], Diana Ingraham [Board Chair], Cathy Grant [Secretary]
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 - 03/14/13:** made by Cathy Grant **SECONDED BY** Barbara Gileau that the Board of Education accepts the Consent Agenda as presented
VOICE VOTE: UNANIMOUS; MOTION CARRIES

GUEST SPEAKERS Jim Ward, Technology Coordinator, provided a presentation on Google Cloud. Google Cloud provides an opportunity to move towards “going green” initiatives and broadens communication among school staff. There was Board consensus for Mr. Ward to move forward with Google Cloud.

Adam Shaughnessy, the new Part-Time YSB Coordinator, introduced himself to the Board and noted he is looking forward to working with the Voluntown community outside the school environment to enrich the lives of kids and families.

PRINCIPAL’S REPORT Alicia Dawe presented the Principal’s Report that highlighted information about “staying green” by utilizing electronic communications. Staff has been meeting with Nancy Vitale with a focus on Student Learning Objectives. CMT testing is taking place and student attendance is excellent. Mr. Burrows has submitted a School Readiness Grant, and if approved, it would increase space in the 3-Year Program, School Staff is familiarizing themselves with new Language Arts materials to be implemented in the 2013-2014 school year; The Family Academy February 20, 2013 meeting was held and focused on “Literacy, How to Encourage & Support Reading, the next meeting is scheduled for March 19, 2013 and will focus on “Motivation, at Home and in the Classroom”, PTO meetings are now held at 8:30 a.m., and the PTO has approved a DJ for the 2012-2013 & 2013-2014 school years.

SPECIAL EDUCATION REPORT Elaine Lee presented the Special Education Report and highlighted information about **Enrollment: Pre-K through 8th Grade:** there are thirty four (34) students receiving Special Education services. **High School:** There are three (3) students receiving special education services; **Out-Placed Students:** there are ten (10) students out-placed; **Pre-School Program:** there are seventeen (17) students in the program; **Enrollment Projections:** it is anticipated there will be nine (9) out-placed students for the 2013-2014 school year; there will be three (3) resource students at GHS for the 2013-2014 school year. **504 Students:** there are twenty-four (24) students receiving 504 services and one (1) students will continue to attend the Sachem Campus, an alternative high school affiliated with NFA. **The Alternative 5th through 8th Grade Program** continues to provide valuable services to both special and regular education students;

Nancy Vitali continues to provide support during the 2012-2013 school year as part of the ongoing process to effectively implement Common Core State Standards;

**SUPERINTENDENT'S
REPORT**

Mr. Burrows reviewed his calendar of events for Mar & Apr 2013. The enrollment report noted, as of 3/5/13, there are 315 students (Pre-K through 8th Grade) plus 122 High School Students. Mr. Burrows noted enrollment fluctuated just a little this past month. Mr. Burrows submitted information about the Progress on Education Reform in Connecticut (PA 12-116)

**CIRMA MULTI-YEAR
INSURANCE
CONTRACT**

MOTION #2 - 03/14/13: made by Cathy Grant SECONDED BY Barbara Gileau that the Board of Education authorizes the Superintendent to sign the CIRMA Letter of Commitment for a multi-year contract period with stabilized insurance rates

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

**VOLLEYBALL
PROGRAM**

MOTION #3 - 03/14/13: made by Cathy Grant SECONDED BY Barbara Gileau that the Board of Education endorses the Volleyball Program as an Extra Curriculum Program for 6th through 8th graders and authorizes the Superintendent of Schools to sign a salary agreement with Brian Racicot as the Supervisor with a salary based on the hourly rate as per the contract.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

**2012-2013
CALENDAR
CHANGES**

MOTION #4 - 03/14/13: made by Jim Hutchins SECONDED BY Barbara Gileau that the Board of Education approves changes to the 2012-2013 school calendar as follows: Thursday, Mar 28, 2013 is changed to a half day of school for students with an early dismissal at 1:00 p.m. and the projected last day of school is Friday, June 21, 2013

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

COMMITTEE REPORTS:

Curriculum Steering Committee: continues to review non-fiction social studies, and continues to connect student reading lessons with other classes to enhance reading initiatives.

**PURCHASE
NEW VAN**

MOTION #5 - 03/14/13: made by Cathy Grant SECONDED BY Jim Hutchins that the Board of Education approves waiving of the bid process to allow the Superintendent to make the necessary transfer of funds to purchase a new van from Columbia Ford and give the older 2009 van to the Town of Voluntown

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

Strategic Plan: The Board will continue review and discussion at the Thursday, April 11, 2013 meeting.

Teacher Evaluation Process: The Board will continue review at the Thursday April 11, 2013 meeting.

**2013 - 2014
BUDGET**

MOTION #6 - 03/14/13: made by Cathy Grant, SECONDED BY Jim Hutchins that the Board of Education approves the 2013-2014 Budget of \$6,396,003, representing a 1.99% or \$124,980 increase over 2012-2013, as presented by the Superintendent and that it be sent to the Town Clerk for public dissemination

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

**2013-2014
CALENDAR
APPROVAL**

MOTION #7 - 03/14/13: made by Barbara Gileau, SECONDED BY Cathy Grant that the Board of Education approves the 2013-2014 Calendar as presented

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

**NON-RENEWAL
NON-TENURED
TEACHERS**

MOTION #8 - 03/14/13: made by Cathy Grant SECONDED BY Jim Hutchins that the Board of Education approves that pursuant to Connecticut General Statutes Section 10-151, the Voluntown Board of Education non-renew the following non-tenured teacher contracts of Donna Pendill-Brown, Jake St. John and Anna-Marie Potter, and; and that the Board further moves that the Superintendent of Schools be directed to communicate this action of the Board in writing to Donna Pendill-Brown, Jake St. John and Anna-Marie Potter and that the Superintendent of Schools be authorized to respond on behalf of the

Board of Education to any requests for a hearing, if required by law, or for other data which may be forthcoming from the teacher and/or his/her representative pursuant to applicable provisions of Connecticut General Statutes Section 10-151; and further move that the Superintendent be directed that any response to a request for a hearing, and if a hearing is required by law, indicate that such hearing is to be before the Board of Education.”

- for Donna Pendill-Brown **MOTION** C. Grant seconded by J. Hutchins All in favor
 - for Jake St. John **MOTION** C. Grant seconded by J. Hutchins All in favor
 - for Anna-Marie Potter **MOTION** J. Hutchins seconded by C. Grant All in favor
- VOICE VOTE: UNANIMOUS; MOTION CARRIES**

**FACULTY
STAFF LIST**

Mr. Burrows reviewed Faculty/Staff Projections for 2013-2014.

**FIELD TRIP
REQUEST
FIFTH GRADE**

MOTION #9 - 03/14/13: made by Barbara Gileau **SECONDED BY** Cathy Grant that the Board of Education approves the Fifth Grade field trip to Sturbridge Village MA on April 24, 2013
VOICE VOTE: UNANIMOUS; MOTION CARRIES

**STUDENT
TEACHER**

MOTION #10 - 03/14/13: made by Jim Hutchins **SECONDED BY** Cathy Grant that the Board of Education recognizes Kelsie Limner, Sacred Heart University, as a student teacher for the fall of 2013
VOICE VOTE: UNANIMOUS; MOTION CARRIES

**STUDENT
INTERN**

The Board of Education accepted the resignation of Scott Fenton who resigned as an Intern from Sacred Heart University at Voluntown Elementary School for the spring and fall 2013 semesters

**POLICY #5141.6
EMERGENCY
PREPAREDNESS**

The Board performed a 1st Reading. A 2nd reading will be placed on the Thursday, April 11, 2013 Agenda.

**SUGGESTIONS FOR
NEXT MEETING:
APRIL 11, 2013**

Board Goals; Teacher Evaluation Plan, Policy #5141.6 Emergency and Disaster Preparedness Plan, Roofing Project

**EXECUTIVE
SESSION**

MOTION #11 - 03/14/13: made by Barbara Gileau **SECONDED BY** Cathy Grant that the Board of Education enters into Executive Session at 10:05 p.m. for the purpose of discussing the Superintendent Evaluation, Security and Negotiations
VOICE VOTE: UNANIMOUS; MOTION CARRIES

MOTION #12 - 03/14/13: made by Barbara Gileau **SECONDED BY** Jim Hutchins that the Board of Education moves out of Executive Session at 11:00 p.m.
VOICE VOTE: UNANIMOUS; MOTION CARRIES

MOTION #13 - 03/14/13: made by Barbara Gileau **SECONDED BY** Jim Hutchins that the Board of Education approves the annual evaluation of the Superintendent of Schools as amended and authorizes the Chairperson of the Board of Education to sign it
VOICE VOTE: UNANIMOUS; MOTION CARRIES

MOTION #14 - 03/14/13: made by Jim Hutchins **SECONDED BY** Barbara Gileau that the Board of Education approves adjustments to line items within the 2013-2014 Budget while maintaining an increase of 1.99% at the current level of \$6,396,003.
VOICE VOTE: UNANIMOUS; MOTION CARRIES

ADJOURNMENT:

MOTION #15 - 03/14/13: made by Barbara Gileau **SECONDED BY** Jim Hutchins that the Board of adjourns at 11:01 p.m.
VOICE VOTE: UNANIMOUS; MOTION CARRIES

- APPROVED BY THE BOARD ON APRIL 11, 2013 -

Respectfully Submitted,
Sherry Pollard, Board Clerk