

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, February 14, 2013

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

ATTENDANCE:	Present: Diana Ingraham [Board Chair], Cathy Grant [Secretary], Barbara Gileau, Robert Iovino, Vikki Smith
	Absent: James Hutchins [Vice Chair]
	Also Present: Superintendent Adam Burrows, Alicia Dawe, Principal, and Dr. Elaine Lee, Director of Special Education
PLEDGE OF ALLEGIANCE:	Recited
CONSENT AGENDA:	MOTION #1 - 02/14/13: made by Vikki Smith SECONDED BY Cathy Grant that the Board of Education accepts the consent agenda as presented VOICE VOTE: UNANIMOUS; MOTION CARRIES
CITIZENS COMMENTS:	None
GUEST SPEAKER	Jackie Vaillancourt was present to provide updates on World Language and the 8 th Grade Algebra Textbook.
PURCHASE MATH BOOKS	MOTION #2 - 02/14/13: made by Cathy Grant, SECONDED BY Vikki Smith that the Board of Education authorizes the purchase of the McGraw Hill Glencoe Algebra I Text and the McGraw Hill Glencoe Math Connects Materials 2014 Edition VOICE VOTE: UNANIMOUS; MOTION CARRIES
PRINCIPAL'S REPORT	Alicia Dawe presented the Principal's Report that highlighted information about "staying green" by utilizing electronic communications as much as possible. The Language Arts Committee is in the process of developing a comprehensive plan for recommended new programming resources for the Language Arts Program - specifically these materials allow our K-8 teachers to implement a DRA Assessment approach as well as an update to Empowering Writers Workshops; Nancy Vitale, EASTCONN, continues to meet with Pre-K-8 staff to review student learning objectives; Voluntown School has been selected to pilot "Smarter Balanced Assessment"; the CMT window is Mar 4 th – Mar 20 th 2013; The Family Academy Title 1 Presentation held Jan 15, 2013 was very successful and there will be a presentation on Feb 20, 2013 to review "Literacy, How to Encourage and Support Reading"

- SPECIAL EDUCATION REPORT** Elaine Lee presented the Special Education Report and highlighted information about **Enrollment**: There are thirty (30) VES students receiving Special Education services. Two students in Pre-K-3; One student in PreK-4; Five students in 1st grade; Three students in 2nd grade; Two students in 3rd grade; four students in 4th grade; Eight students in 5th grade; One student in 6th grade; four students in 7th grade; and one student in 8th grade; **PreK-3 program** there are thirteen students; **High School**: There are four students; **Griswold High School**: there are three students; **Out-placed** - There are ten students in out-placed; **504 Students** – there are (24) students receiving 504 services. Additionally, there was review of Enrollment Projections for 2013 – 2014;
- SUPERINTENDENT'S REPORT** Mr. Burrows reviewed his calendar of events for Feb & Mar 2013. The enrollment report noted, as of 2/4/13, there are 319 students (Pre-K through 8th Grade) plus 122 High School Students. Mr. Burrows distributed the NFA funded analysis of Voluntown Enrollment Projected by Grade to 2022.
- COMMITTEE REPORTS: Youth Services Bureau** - Diana Ingraham reported the YSB/LPC Advisory Board has been meeting on a regular basis. The search continues to interview for a part-time Coordinator. This Advisory Board is currently reviewing ways to offer after school programs.
- Tools for Schools Facility Use**: Mr. Burrows noted the new bus depot parking lot is in use; Mr. Burrows is submitting a grant application for the possibility of expanding the school readiness classroom by removing a wall and changing existing storage space into classroom space; Mr. Burrows reviewed recent energy savings as a result of a recently completed CON-SERV project; Mr. Burrows continues to work with the Selectmen on the Five Year Facilities Maintenance Plan; review continues on installation of a new stairway to Constitution Field.
- Strategic Plan**: Mr. Burrows submitted a Draft of the Board of Education Goals for 2013-2014 as a 1st reading.
- 2013-2014 BUDGET** Mr. Burrows submitted the Proposed Initial 2013/2014 Budget for review. The proposal is \$6,415,620 and represents an increase of \$144,598 or 2.31% over the 2012/2013 budget of \$6,271,022. The goal is to again make every effort to develop a budget proposal with a sincere understanding of the cost impact to local property taxes. The ultimate goal is to meet the educational needs of students. The budget process seeks to have a cooperative approach between the Town and Board of Education to create a schedule that allows for community input and involvement.
- 3000 POLICY SERIES:** There was review of the 3000 Policy Series. This Series describes the Business and Non-Instructional Operations.
- 2013-2014 DRAFT SCHOOL CALENDAR** Mr. Burrows submitted the Draft 2013-2014 School and Regional Calendars. There was consensus to designate Friday, December 20, 2013 as a half-day of school.
- SOLAR PANELS PROJECT** Mr. Burrows and the Town Selectmen continue to review the potential for solar panel installations as part of energy and cost saving initiatives.
- STAIRWAY INSTALLATION** Mr. Burrows noted the Board of Education and Town Selectmen are working together on the design and location of the stairway to Constitution Field as well as potential funding.
- POLICY 3524.1 PESTICIDES** **MOTION #3 - 02/14/13:** made by Vikki Smith **SECONDED** BY Barbara Gileau that the Board of Education approves Policy 3524.1 Pesticides
VOICE VOTE: UNANIMOUS; **MOTION CARRIES**
- EARLY CHILDHOOD TECHNOLOGY IMPROVEMENTS** There was Board consensus to authorize the Superintendent to submit the Early Childhood Capital Improvements and Wiring for Technology grant due February 25, 2013.

- POLICY #4131 PROFESSIONAL DEVELOPMENT** The Board performed a 1st Reading of Policy #4131, Professional Development, a 2nd reading will be placed on the June 14, 2013 Agenda.
- FIELD TRIP REQUEST** **MOTION #4 - 02/14/13:** made by Barbara Gileau **SECONDED BY** Vikki Smith that the Board of Education approves the JHS Soaring Eagles field trip to Warwick, RI on January 25, 2013
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- ADDITION TO THE AGENDA** **MOTION #5 - 02/14/13:** made by Robert Iovino **SECONDED BY** Barbara Gileau that the Board of Education adds Copier Contract to the Agenda under New Business
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- BACK UP BUS DRIVER** **MOTION #6 - 02/14/13:** made by Vikki Smith **SECONDED BY** Cathy Grant that the Board of Education approves Brenda Mineo as a Back-up Bus Driver
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- COPIER CONTRACT** **MOTION #7 - 02/14/13:** made by Cathy Grant **SECONDED BY** Vikki Smith that the Board of Education authorizes the Superintendent to enter into a contract to continue with Advanced Copy Technologies for 2013 - 2018
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- HEALTHY FOOD CERTIFICATION 2013-2014** **MOTION #8 - 02/14/13:** made by Cathy Grant **SECONDED BY** Vikki Smith that the Board of Education authorizes the Superintendent and Board Chair to sign the 2013-2014 Annual Healthy Food Certification Statement for July 1, 2013 through June 30, 2014
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- BUILDING USE REQUEST** There was Board consensus to deny the request for use of the school gymnasium by an out-of-town organization.
- EXECUTIVE SESSION** **MOTION #9 - 02/14/13:** made by Barbara Gileau **SECONDED BY** Vikki Smith that the Board of Education enters into Executive Session at 9:03 p.m. for the purpose of discussing a request for personal leave and that Linda Larsen be invited
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- MOTION #10 - 02/14/13:** made by Vikki Smith **SECONDED BY** Barbara Gileau that the Board of Education moves out of Executive Session at 9:05 p.m.
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- MOTION #11 - 02/14/13:** made by Vikki Smith **SECONDED BY** Barbara Gileau that the Board of Education authorizes the Superintendent to grant Linda Larsen a request for personal leave in accordance with the VEA Board Contract Article 9 Section A – 2 and conditions specified by the Superintendent of Schools
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- MOTION #12 - 02/14/13:** made by Barbara Gileau **SECONDED BY** Vikki Smith that the Board of Education enters into Executive Session at 9:18 p.m. for the purpose of discussing Superintendent Evaluation and school security
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- MOTION #13 - 02/14/13:** made by Barbara Gileau **SECONDED BY** Vikki Smith that the Board of Education moves out of Executive Session at 9:35 p.m.
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- ADJOURNMENT:** **MOTION #14 - 02/14/13:** made by Vikki Smith **SECONDED BY** Barbara Gileau that the Board of adjourns at 9:36 p.m.
VOICE VOTE: UNANIMOUS; MOTION CARRIES

** APPROVED BY THE BOARD ON 3-14-13 **

Respectfully Submitted
Sherry Pollard, Board Clerk