

VOLUNTOWN BOARD OF EDUCATION

195 Main Street Voluntown CT 06384

SUPERINTENDENT OF SCHOOLS: Adam S. Burrows

Phone: 860.376.9167

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Board Chair – Diana Ingraham

**Barbara Gileau
James Hutchins, Vice-Chairperson
Vikki Smith**

**Cathy Grant, Secretary
Flo Harmon
Kristen Trahan**

BOARD MINUTES

Regular Board Meeting & Re-Organizational Meeting

Thursday, November 12, 2015

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

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- CALL TO ORDER** The Superintendent of Schools called the meeting to order at 7:30 p.m.
- ATTENDANCE** **Present:** Barbara Gileau, Cathy Grant, James Hutchins, Diana Ingraham, Vikki Smith, & Kristen Trahan
Absent: Flo Harman. **Also Present:** Superintendent Adam Burrows and Principal Alycia Trakas
- PLEDGE OF ALEGIANCE** Recited
- Re-Organization:
(Vacancy Appointments) **MOTION #1 (11/12/15):** made by Jim Hutchins SECONDED BY Vikki Smith that the Board of Education appoint Kristen Trahan to fill a two-year vacancy
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- MOTION #2 (11/12/15):** made by Jim Hutchins SECONDED BY Barbara Gileau that the Board of Education appoint Cathy Grant to fill a two-year vacancy
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- The Superintendent of Schools opened the floor for nominations for Board of Education Officers Chairperson, Vice-Chairperson, and Secretary.
- (Elections of Officers) **MOTION #3 (11/12/15):** made by Vikki Smith SECONDED BY Cathy Grant that the Board of Education nominate Diana Ingraham as the Board of Education Chairperson
BALLOT VOTE: UNANIMOUS; MOTION CARRIES
- MOTION #4 (11/12/15):** made by Cathy Grant SECONDED BY Barbara Gileau that the Board of Education nominate Jim Hutchins as the Board of Education Vice-Chairperson
BALLOT VOTE: 6:1 MOTION CARRIES
- MOTION #5 (11/12/15):** made by Barbara Gileau SECONDED BY Vikki Smith to nominate Cathy Grant as the Board of Education Secretary
BALLOT VOTE: UNANIMOUS; MOTION CARRIES
- MOTION #6 (11/12/15):** made by Barbara Gileau SECONDED BY Vikki Smith that the Board of Education close nominations
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- CONSENT AGENDA: MOTION #7 (11/12/15):** made by Barbara Gileau SECONDED BY Vikki Smith that the Board of Education approve the Consent Agenda as presented
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- CITIZEN COMMENTS:** None
- GUESTS:** None

- PRINCIPAL REPORT:** **Students as a Focal Point:** Principal Alycia Trakas reported on SRBI, After-School Tutorial, Athletics, Metric Olympics, United Way, Athletic Pasta Dinner, Red Ribbon Week, PTO Egyptian Animals Assembly, High School Fair, VES/YSB Teddy Bear Pajama Picnic, Quarter 1 Report Cards, and 2nd Annual Veteran's Day and Celebration Breakfast & Assembly.
- Curriculum, Learning, and Instruction:** Principal Alycia Trakas reported on VES Weekly Notes, Bi-weekly Team Meetings, In-house Meetings, Out-of-District Meetings/Conferences, Faculty/Staff Professional Development held Friday, October 30th, Teacher Evaluation, VES Volunteers, VES Substitutes, VES Visitors, School Nutrition Program, CCSS Units of Study, and K-4 Standards Based Report Cards.
- Building, Grounds, and Transportation:** Safety Drills: We have had 3 fire drills, 2 lockdown drills and 1 earthquake drill.
- Community and Public Relations:** Attended PTO Meeting October 20th. PTO held their Annual Fall Book Fair from Monday, October 26th through Thursday, October 29th. Attended PTO Book Fair Family Night October 29th.
- DIRECTOR OF STUDENT SERVICES REPORT** Dr. Lloyd Johnson previously submitted the Student Services Report dated 11-12-15. Topics of interest noted on the report included, but were not limited to the following, Power School and IEP Direct have been linked so that demographic data is entered automatically from Power School simplifying SEDAC reporting; a new module is available to add documentation of 504 Plans to the IED Direct program; Special Education teachers are assuming the responsibility of administering academic achievement assessments commissioned by a PPT; School Administration implemented a two-model approach to providing specialized instruction to students with IEP's, and school administration continues to provide on-the-job training to our professionals.
- SUPERINTENDENT REPORT** The Superintendent reviewed his Calendar of Events for November and December 2015; the Enrollment Report noted there are **306** students (Pre-K through 8th Grade) plus **129** High School Students.
- COMMITTEE REPORTS** The Superintendent of Schools submitted comprehensive information about the following committees: Indoor Air Quality/Tools for Schools and Safety; Youth Services Bureau/Local Prevention Council (SERAC Award for Voluntown on 11-5-15); Curriculum Steering Committee; Transportation; School Security and Safety Committee School Readiness Council; Professional Learning and Teacher Evaluation Plan; Wellness; High School Fair; Building Committee Roof Project Financial Statement; Solar Panel Project; and Stairway Committee.
- USE OF VES BUS BAPTIST CHURCH** **MOTION #8(11/12/15):** made by Vikki Smith **SECONDED BY** Kristen Trahan that the Board of Education approves the request from Voluntown Baptist Church for use of a school bus for round trip transportation of youth to Providence, RI on November 20 and 21, 2015
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- 403(b) PLAN VENDOR LIST:** **MOTION #9 (11/12/15):** made by Barbara Gileau **SECONDED BY** Vikki Smith that the Board of Education approves the 403(b) Plan Vendors List per IRS Regulations as submitted
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- TRANSFER TUITION / SUPPLIES 2015-2016** **MOTION # 10 (11/12/15):** made by Cathy Grant **SECONDED BY** Jim Hutchins that the Board of Education approve a transfer from Account 1200, Special Education, to Account 1000, Regular Education, in the amount of \$20,000
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- TRANSFER SCHOOL SECURITY & SAFETY** **MOTION #11 (11/12/15):** made by Cathy Grant **SECONDED BY** Jim Hutchins that the Board of Education authorize the Superintendent of Schools to send a request to the Board of Selectman as per the recommendation of Town Auditor's Ron and Jim Baude to vote to approve using the "accrued benefits account" fund of \$12,612.64 for school security purposes as approved by the Board of Education
VOICE VOTE: UNANIMOUS; MOTION CARRIES
- SOLAR PANEL PROJECT** **MOTION #12 (11/12/15):** made by Cathy Grant **SECONDED BY** Jim Hutchins that the Board of Education authorize the Superintendent of Schools to enter into a multi-year financial power purchase contract agreement with Eversource contingent upon review and approval from the First Selectman
VOICE VOTE: UNANIMOUS; MOTION CARRIES

DEVELOPMENT OF THE BUDGET 2015-2016	The Board reviewed projected Strategic Plan priorities as they relate to the budget process.
POLICY #9325.5 REQUEST FOR INFORMATION BY BOARD MEMBERS	MOTION#13 (11/12/15): made by Vikki Smith SECONDED BY Barbara Gileau that the Board of Education approve Policy 9325.5, Request for Information by Board Members, as presented VOICE VOTE: UNANIMOUS; MOTION CARRIES
MUSIC DIRECTOR JOB DESCRIPTION	MOTION #14 (11/12/15): made by Cathy Grant SECONDED BY Vikki Smith that the Board of Education approve the Music Director Job Description as presented VOICE VOTE: UNANIMOUS; MOTION CARRIES
SNOW REMOVAL BID	MOTION #15 (11/12/15): made by Barbara Gileau SECONDED BY Cathy Grant that the Board of Education awards the Snow Removal Bid to TRS Landscaping, Timothy Sajkowicz, for the 2015-16 school year VOICE VOTE: UNANIMOUS; MOTION CARRIES
MEETING DATES 2016	MOTION #16 (11/12/15): made by Barbara Gileau SECONDED BY Cathy Grant that the Board of Education approves the 2016 Meeting Dates as submitted VOICE VOTE: UNANIMOUS; MOTION CARRIES
APPOINTMENTS: SPORTS CHEERLEADING TUTORS TITLE IX COORD. BUS DRIVER	MOTION #17 (11/12/15): made by Barbara Gileau SECONDED BY Kristen Trahan that the Board of Education approves the following appointments: Boys Basketball Co-Coaches: Jim Bruno and Nathan Musser; Girls Basketball Coach: Nicole Vitali and Assistant Coach: Chuck Salter; Cheerleader Coach: Darlena Loranger and Assistant Coach: Kayla Barber; Track/Field Coach: Brian Racicot; Title I/SRBI After School Tutors: Margaret Volland, Katelyn Stockford, Mike Creaturo, and Rhonda Bursey; Title IX Coordinator: Kristin Goodwin; and Bus Driver: Krystal FitzPatrick VOICE VOTE: UNANIMOUS; MOTION CARRIES
FACILITIES USE REQUEST FARMERS' MARKET	MOTION #18 (11/12/15): made by Cathy Grant SECONDED BY Vikki Smith that the Board of Education approves the Request to Use the School Facilities submitted by Jack Wesa for the Farmers' Market taking place between 7/3/16 and 10/9/16 VOICE VOTE: UNANIMOUS; MOTION CARRIES
FARM VIABILITY GRANT	MOTION #19 (11/12/15): made by Cathy Grant SECONDED BY Vikki Smith that the Board of Education authorizes the Superintendent of Schools to submit the Connecticut Department of Agriculture Farm Viability Grant to secure funds for an irrigation system for the Voluntown Elementary School garden VOICE VOTE: UNANIMOUS; MOTION CARRIES
POLICY 5141.4 REPORTING CHILD ABUSE NEGLECT / SEXUAL ASSAULT	The Board performed a 1 st reading. A second reading will be placed on the December 10, 2015 Agenda.
ESEA TITLE 1 GRANT	MOTION #20 (11/12/15): made by Jim Hutchins SECONDED BY Cathy Grant that the Board of Education authorizes the Superintendent of Schools to submit the ESEA Title I & II Grant for 2015-2016 VOICE VOTE: UNANIMOUS; MOTION CARRIES
EXECUTIVE SESSION	MOTION #21 (11/12/15): made by Jim Hutchins SECONDED BY Cathy Grant that the Board of Education moves into Executive Session at 9:04 for the purpose of discussing Negotiations VOICE VOTE: UNANIMOUS; MOTION CARRIES
	MOTION #22 (11/12/15): made by Jim Hutchins SECONDED BY Vikki Smith that the Board of Education moves out of Executive Session at 9:20 p.m. VOICE VOTE: UNANIMOUS; MOTION CARRIES

MOTION #23 (11/12/15): made by Kristen Trahan SECONDED BY Jim Hutchins that the Board of Education approves the Professional Agreement Between the Voluntown Board of Education and the Voluntown Education Association for 2016-2019 and authorizes the Board of Education Chairperson to officially sign the agreement

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

MOTION #24 (11/12/15): made by Kristen Trahan SECONDED BY Vikki Smith that the Board of Education approves to adjust the Superintendent of Schools Contract to meet the 45% rule according to the recently published Teachers Retirement Board criteria

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

MOTION #25 (11/12/15): made by Vikki Smith SECONDED BY Barbara Gileau that the Board of Education approves to adjust the Director of Student Services Contract to meet the 45% rule according to the recently published Teachers Retirement Board criteria

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

ADJOURNMENT:

MOTION #26 (11/12/15): made by Barbara Gileau SECONDED BY Kristen Trahan that the Board of Education adjourns at 9:25 p.m.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

- APPROVED BY THE BOARD DECEMBER 12, 2015 -