

“UNAPPROVED”

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
Flo Harmon
Kristen Trahan

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BOARD OF EDUCATION
MINUTES (unapproved)
Regular Board Meeting

Thursday, October 13, 2016
Board of Education Meeting Room - 7:00 p.m.

ATTENDANCE **Present:** Cathy Grant, Barbara Gileau, Jim Hutchins, Diana Ingraham, and Kristen Trahan.
Absent: Flo Harmon and Vikki Smith.
Also Present: Superintendent Adam S. Burrows and Assistant Principal Amy Suffoletto

CALL TO ORDER Chairperson Diana Ingraham called the regular meeting to order at 7:03 p.m.

PLEDGE OF ALLEGIANCE The Pledge of Allegiance was recited.

CONSENT AGENDA MOTION #1 (10/13/16): made by Barbara Gileau **SECONDED BY** Kristen Trahan that the Board of Education approves the Consent Agenda as presented
VOICE VOTE: UNANIMOUS; MOTION CARRIES

Amend Agenda: Motion #2 (10/13/16) made by Jim Hutchins and Seconded by Kristen Trahan to add Farmers Market, School Physician/Medical Advisor, and Volleyball to the agenda.
VOICE VOTE: UNANIMOUS; MOTION CARRIES

Guest Speaker: None

Agenda Item VI. - Administrative Reports:

1. Principal/Assistant Superintendent of Schools

Students as a Focal Point:

Back-to-School Open House/High School Fair ~

- This year we tried something new on our Open House night (September 13, 2016). Our Open House took place from 5:00pm to 7:00pm (Grades K-4 from 5:00-6:00pm and Grades 5-8 from 6:00-7:00pm).
- Mrs. Suffoletto and I had two parent programs/presentations in the VES Library that took place before and after the K-4 Open House time (4:30-5:00pm and 6:00-6:30pm) regarding K-4 Standards Based Report Cards. We discussed an overview of Standards-Based Report Cards/Grading and reviewed K-4 Grade Level Parent Guides.
- Mr. Ward had two parent programs/presentations in the VES Library at 5:30-6:00pm and 7:00-7:30pm regarding our Power School Parent Portal, which is open for all students/parents in Junior High School.
- Ms. Goodwin invited our seven sending High Schools to come on this evening as well, combining our High School Fair with our Open House and were available to all students/families in the VES Gym from 5:30-7:30pm.
- Our local organizations were also invited to set up a table in our main hallway to promote their organizations.
- We felt that by combining events, our attendance increased for more family and community involvement, which was our goal. Thank you to all our staff for making Open House a success! Thank you to our students, parents/families, and community members for attending our event as well!

CSDE CMT/SBAC Individual Student Reports ~

- We received the CSDE CMT Science (5th and 8th grade) and SBAC ELA/Mathematics (3rd, 4th, 5th, 6th, 7th, and 8th grade) Individual Student Reports in September. All reports were filed in our students' education records, sent home to families, and sent to the appropriate high school for their education records.

Fall Benchmark Data Team Meetings ~

- Fall Benchmark Data Team Meetings were held on October 3 and 4. Grade Level teachers, Special Education teachers, SRBI Interventionists, and Administrators met to review benchmark assessment data, classroom performance data, and social/emotional/behavioral data for each student in order to meet individual needs.

SRBI ~ Scientifically Researched-Based Interventions

- SRBI Session 1 began on 10-11-16. SRBI will provide literacy and math services to **63 students** (Kindergarten - 8th grade) with some receiving both literacy and math. **Literacy: 40 students - Tier 2: 33 students and Tier 3: 7 students Math: 23 students - Tier 2: 23 students and Tier 3: 0 students**
- SRBI provides services to all students and is a general education initiative. The teacher provides Tier1 support in the general classroom during WIN block. In grades K-4, Tier 2 and Tier 3 support is provided by our SRBI Interventionists during WIN/Science-Social Studies. In grades 5-8, our general education Reading and Math teachers provide Tier 2 support during WIN block.

After School Tutorial

- AST Session 1 will begin on Tuesday, October 18th. Lists are being developed, as Trimester 1 Progress Reports go home tomorrow (Friday, October 14, 2016).

2nd Annual Math Metric Olympic & Multicultural Day ~

- VES K through 8th grade students participated in our 2nd Annual Metric Olympics & Multicultural Day on Friday, October 7th. Each grade level represented a country and students participated in various metric events to strengthen their metric knowledge. It was a very successful day.
- Thank you to the Staff, especially the Mathematics Department, and Math Committee Chair, Jackie Vaillancourt, for helping to organize this event.

8th Grade High School Visits

- Our 8th grade students have visited all 7 high schools so far this year. Additionally, Ellis Tech visited VES to do a presentation for our 7th/8th grade students.

Curriculum, Learning, and Instructional: I continue to send VES weekly notes/monthly notes to VES Faculty/Staff.

- **Bi-weekly Team Meetings** ~ I am meet with all teams/individual subject-area teachers on a bi-weekly basis to revise curriculum, discuss assessments, and instructional strategies in order to strengthen our building capacity.
- **Chaired In-house Meetings** ~ ELA Committee, September CIT Meeting, Professional Development/Teacher Evaluation Committee, September Voluntown School Readiness Council Meeting, October CIT Meeting, October Faculty Meeting, October Voluntown School Readiness Council Meeting, Fall Data Team Meetings, October Para Meeting (Co-Chaired), and K-4 Standards-Based Report Card Committee Meeting.
- **In-house Meetings Attended** ~ September Student Services Department Meeting and Math Committee Meeting.
- **Out-of-District Meetings Attended** ~ **Competitive** School Readiness and TEAM District Facilitator Meetings.
- **Out-of-District Conferences Attended** ~ ACES Title IX/Equity Coordinators Training and ACES Conducting Investigation/Report Writing Training.
- **Teacher Professional Development Day on Friday, September 16th** ~ Teachers were trained on State Mandated requirements: Blood Borne Pathogens & DCT CT Mandated Reporter Training for School Employees. This is typically done on one of our Faculty/Staff Workdays, but Teachers received PMT Training this year to meet the Restraint/Seclusion Training State Mandate.
- **Grants/Reports**
 - **Competitive School Readiness Program** ~ Our School Readiness Staff received the American Red Cross CT Child Care/Pediatric First Aid/CPR/AED training, which is mandated by our SR Grant/OEC. This training must be done every 2 years.
 - **School Nutrition Program ~ Verification** ~ I completed the CSDE SNP Verification process on 10/12/16. All letters, forms, and reports were submitted (Verification is due November 15, 2016).

Building, Grounds, and Transportation & Safety

- **School Safety** ~ Mrs. Suffoletto and I continue to meet with Substitutes and Volunteers to review safety processes and procedures. All staff, substitutes, student teaches/high school job shadow students and volunteers/field trip chaperones must complete the DCF Authorization Form.
- **HEP Clinic** ~ A representative came to talk to our staff about their HEP questions on September 16, 2016.
- **Flu/Pneumonia Clinic** ~ We held a Rite Aid Flu/Pneumonia Clinic for our staff on September 30, 2016.
- **Safety Drills:** We have had 1 fire drill. We have had 1 lockdown drill.

Community and Public Relations: I attended the Youth Service Bureau on September 14, 2016.

2. Director of Student Services:

- The IDEA law requires our being responsible for the educating students with disabilities from age 3 through 21.
- Ms. Penman, our newest teacher completed the initial Wilson Reading Program Training in September and we have now trained all four (4) Special Education teachers. This allows us to provide specialized phonics instruction to any student in the school in need of this basic reading skill.
- Current census of students Pre-K to 12+ receiving special services: IEPs: 70
- The Board of Education approval of the purchase of “Foundations” will help identify early reading issues and support students in their academic growth

3. Superintendent of Schools:

- Adam S. Burrows, Superintendent of School reviewed his Schedule of Events for October and November. An Enrollment Report for the opening of school noted there are 286 students (Pre Kindergarten through Eighth Grade) plus 134 High School Students.
- The brochure titled “Children First: Opening Opportunities for All” for the annual CABE/CAPSS 2016 Conference in Mystic on November 18-19, 2016 in Mystic, Connecticut was reviewed. Comprehensive workshops about recent legislative changes, roles and responsibilities of Board of Education members and Superintendents, school policies, accelerating student performance and learning, legal issues, and many others.
- A Housing Data Profile 2015 was distributed to Board of Education members to give a five-page statistical general update about our Voluntown population, housing stock, home value, housing costs, building permits, etc.
- Summary report about Summer School 2016 that had an overall cost of \$21,549.02 and was funded by a combination of Board of Education, REAP Grant, and Title I grant funds.
- Information about frequently asked questions from the Connecticut Mosquito Management program about EEE or Eastern Equine Encephalitis.
- A CABE policy summary report about recent legislation of required changes for student discipline truancy mandated by P.A. 16-147.

Agenda Item: VII - Committee Reports 10-13-16 written summary submitted by Adam S. Burrows

1. Indoor Air Quality/Tools for Schools and Safety:

- The IAQ/TfS Safety Committee is in the process of publishing an updated Five-Year Facilities and Maintenance Plan for 2017 through 2022. All items of the 2012-2017 plan were completed. It is an SDE requirement is to share this plan with the Boards of Education and Selectmen to keep them informed about upcoming infrastructure expenditures. The Auditor will update the annual “Fixed Assets Report” this fall as part of our annual report.
- DEF installed A/C in the new expanded pre-school classroom funded by the state grant.
- Paul Ricard, Director of Facilities and Maintenance, is still working to complete a major (and complicated) repair on the motor that moves the divider wall in the gymnasium. Mike Magario, a Voluntown resident, volunteered his machine shop skills to mill a metal coupling for a critical part of the motor that opens and closes the gym partition. Mr. Ricard installed the part to make the repair. Please note this local repair will cost \$35.00 versus the \$10,000 repair that was made 15 years ago by a contractor.
- A damaged chimney cap has been replaced with a larger stainless steel unit to prevent water entering the chimney. The VES chimney was sealed to protect the outside bricks. And, the inside of the chimney was also cleaned.
- The annual cleaning of the boilers and furnace has been completed in time for the approaching colder months.
- Our water quality is evaluated and on a regular basis by a company. A standard water sampling will be taken to assess for any lead to verify that our water meets the standards for schools and the results will be available.
- VES has three (3) septic tanks and we are on a three-year cycle for the pump-out of each tank.
- The science lab storage area for chemicals will receive a new venting system to avoid any potential blockage from snowstorms due to the close-to-the-ground location of the current vent outlet.
- We made a request for CIRMA, our insurance company, to complete a comprehensive check of our Science Lab storage area to ensure the proper storage and retrieval of chemicals used in our science program. Recommendations were suggested and we utilized the services of an outside company to properly remove any items that were no longer needed for the program. A special thank you is extended to Alyson Paige, our new 7th/8th grade science teacher who reviewed storage areas, took an inventory of chemicals, and has crated a system to properly store and retrieve instructional supplies and materials for our science program.

2. Youth Services Bureau/Local Prevention Council

- Melinda Bryan, YSB Director, will now have an office area in the central office and this has been quite successful. YSB grant funds will be used to financially contribute to a portion of our expenses for utilities.
- Programs and priorities for 16-17 are in the process of being scheduled and developed. This will be year #2 of a two-year YSB grant and we will receive the same amount of state funds (\$14,000 YSB and \$3,300 YSB Enhancement) as in prior years. Other towns with larger grants did receive some cuts in state funding.
- Future YSB/LPC meetings dates will be on Wednesdays at 3:45PM in the central office on November 9, December 14, January 11, February 8, March 8, April 5, May 10, and June 14.

3. Curriculum Steering Committee

- Membership lists for each curriculum committee have been updated to represent changes in faculty/staff as well as to meet the requirements of any new state mandates as well as Board of Education assignments.
- Curriculum Steering Committee meetings for Monday, December 12 and Monday, March 20 at 3:30PM.
- Committees are reviewing the three years of STAR reading and mathematics assessments for Kindergarten through Eighth Graders. This review is an important component in helping our school system to consistently exceed the SGP or Standard Goal of Proficiency in both areas. This three-year history of performance data allows the Board of Education to monitor the over-all performance of the school districts, make adjustments in the curriculum to improve student performance, and decide on the best way to expend taxpayer dollars.
- Voluntown had excellent performance on the annual SBAC, administered to third through eighth graders throughout the state. Voluntown scored above state averages, was #1 in our 16-town DRG in ELA and Math in 2015 and was #2 for ELA and Math in 2016. Our faculty, staff, and above all, the students deserve a special commendation for this excellent performance.

<i>Year</i>	<i>Vol. ELA Ave.</i>	<i>State ELA Ave.</i>	<i>Vol. MATH Ave.</i>	<i>State Math Ave</i>
2015	68.0	55.4%	49.5%	39.1%
2016	64.2	55.75	56.5%	44.0%

4. Transportation

- All eight (8) of our new buses are in full use and we have received compliments for the quality and safety features as compared to the buses we traded-in.
- Our bus drivers completed the training process with Terry Chenette, our Transportation Coordinator, to comply with mandated new federal guidelines for pre-inspections for safety and the updated equipment on the buses.
- Video and audio surveillance equipment has been installed in the buses.
- We are still advertising for a back-up school bus driver and a van driver for the MSMHS route
- This new fleet will significantly reduce the cost of maintenance and repairs encountered in the past two with our old fleet of buses that needed more repairs due to normal "wear life" especially because of traveling the scenic and, at times, winding country roads of Voluntown.

History of the Total Costs of Transportation (Actual expenditures- including salaries)

<i>Year</i>	<i>2700 – Regular</i>	<i>2712 Sp. Ed. Trans.</i>	<i>Total</i>
2004-2005	\$335,152	\$67,713	\$402,865
2005-2006	\$328,340	\$99,794	\$428,134
2006-2007	\$320,769	\$95,347	\$416,116
2007-2008	\$420,577	\$49,436	\$470,013
2008-2009	\$380,307	\$55,141	\$435,448
2009-2010	\$358,702	\$62,721	\$421,423
2010-2011	\$321,744	\$44,978	\$366,722
2011-2012	\$344,761	\$27,276	\$372,037
2012-2013	\$361,946	\$52,877	\$414,823
2013-2014	\$346,685	\$40,351	\$387,036
2014-2015	\$348,976	\$40,609	\$389,585
2015-2016	\$443,575	\$38,810	\$482,385
12-Yr. Total	\$4,311,534	\$675,053	\$4,986,587

Cost per Year **\$359,295** **\$56,254** **\$415,549**

The 16-17 Transportation Budget is \$396,015 plus \$44,426 for \$440,044.

5. School Security and Safety

- A comprehensive report is in the final stages of being completed to document our work to maintain a safe school environment to comply with the State of Connecticut Workman's Compensation Department regulations. The report includes information about our school security safety committee; Indoor Air Quality/Tools for Schools, and Safety Committee; Crisis Intervention Team; Arrival and Dismissal Procedures; Board of Education motions approving maintenance and facility improvements; CIRMA Safety Inspections and several other documented safety priorities.
- An additional server was added to the security closet that is accessed via the school library. We continue to explore the possible installation of A/C in this area to protect the equipment from excessive heat.
- The 2016-2017 Safety Committee will meet at least four times to comply with state standards.
- An additional update of the security lock system for our front door was recently completed to more successfully handle the constant flow of traffic through the main entrance.

6. School Readiness Council

- Our Pre-School program for three and four year olds will again be fully funded by a State Department of Education School Readiness grant which requires a School Readiness Council approve all allocations funded by these state funds. This council is also required to approve all policies to make sure they are in compliance with state guidelines from the Office of Early Childhood. The Voluntown Board of Education is kept informed about the work of the School Readiness Council.
- The wall removal project for expanding the space in the Pre-School has been totally funded by a \$95,000 state grant. The work was completed on time and within budget. Jacunski/Humes, Architects, has approved all construction schedules and change-orders. Flooring, cabinets, shelving and other finishing touches have been completed to match the existing décor of the classroom. The Voluntown Building Inspector and the Fire Marshall have completed their inspections. This project allows us to increase our Pre-school enrollment and possibly obtain more state funding in future years.

7. Professional Development and Teacher Evaluation Plan

- This committee has approved a comprehensive professional development schedule for 2016-2017. Components include participation in identified priorities for workshops on early dismissals and full days for Professional Development. Voluntown participates in scheduled Regional Professional Development workshops, State Department of Education workshops, EASTCONN events, and other specific programs such as Wilson Training, Protective Hold, School Climate, Human Resources guidelines, Testing Coordination, and all mandated training required by new legislation.
- Alycicia M. Trakas reported the committee has instituted flexibility in our Teacher Evaluation and Support Plan, as recommended by CTSDE. "BloomBoard" is now "EdReflect", but all screens look the same. The teachers are preparing for annual Goal Setting Meetings and Domain 4 Meetings have been scheduled.

8. Wellness

- An SDE audit of our Wellness Program occurred during the 2015-2016 school year and specific recommendations were made to include additional information in our written policy to reflect all of the excellent activities that have been implemented in our school system. Vincent Mustaro, Senior Staff Associate for Policy Services suggested we wait to approve any revisions until after CUBE releases additional information in January 2017. Our Wellness Committee will review this information and update the policy as needed for review by the Board of Education for approval by the SDE June 30, 2017 deadline.

9. High School

- Policy #5111.3 - Student Transfers Between High Schools (4-14-2014) - The Voluntown Board of Education will be responsible for the payment of tuition for students enrolled in a designated public high school as of October 1st of a school year. Tuition payment shall not exceed that of a designated high school. The parents and/or guardians of any student wishing to transfer to another high school on and/or after that date shall be responsible for all tuition and transportation fees incurred. The provisions of this policy pertain to the high schools designated as such by the Voluntown Board of Education.
- At the VES Open House held on Tuesday, September 13, 2016 there was a special program in our gymnasium for students and parents to meet with representatives from our list of Board of Education approved "designated house". High School representatives express sincere appreciation for this well-attended event by seventh and eighth grade students and parents.
- Kristen Goodwin, our School Counselor, has scheduled field trips for eighth graders to visit our designated high schools to help students and their parents make informed decisions when selecting a high school.

10. Solar Panel Project

- We are still in the process of determining the exact cost savings per month for kWh usage, the transmission, and the electricity charge. The CT Solar Lease 2, LLC Power Purchase Agreement has used an “expected monthly production” of 23,921.25 kWh times a fixed rates of \$0.95 per kWh based on an annual production of 287,055 kWh for a monthly “fixed” cost of \$2,272.52. This is in addition to the usage we also use from Eversource.

Solar Panel Production

Date	# KWH	# Days	Daily Ave.
07-10-16	172,769	205	842.78
08-01-16	198,209	227	873.16
09-04-16	234,675	261	899.14
10-02-16	256,955	289	889.11

11. Stairway Committee

- The State Bonding Commission on 1-29-16 approved a \$176,000 grant submitted by the Stairway Committee chaired by Lloyd VanLanen with representation from the Recreation Commission, and the Youth Services Bureau (YSB)/Local Prevention Council (LPC).
- We have received word from the office of the Attorney General that the funds have been released. A Stairway Committee meeting has been scheduled for Wednesday, October 26, 2016 at 4:30PM in the central office meeting room to review the timeline for the bid process, selecting a contractor, and following the guidelines for expending this state grant.

12. Technology Committee:

- The first two phases of a major technology upgrade using 15-16 funds have been completed. Phase III is in the process of being completed using 16-17 funds.
- Our Tech Committee meets on a regular basis each school year to review our curriculum and infrastructure needs. There is a planned approach with updating our inventory of computers as well as maintain a strategy for discarding outdated and/or unusable school and, at times, town equipment.
- We have been fortunate to maintain some consistency with the overall costs in account # 2230 for Instruction Related Technology. The following six-year history of “actual” expenditures includes the salaries and health benefits of our technology teachers, infrastructure improvements, tech-related repairs and maintenance, hardware, software, supplies, and other items.

Six-year history of “actual” technology expenditures:

2010-2011	\$236,372
2011-2012	\$231,646
2012-2013	\$240,691
2013-2014	\$250,224
2014-2015	\$254,151
2015-2016	\$309,627*

The 16-17 Technology Budget is \$260,630

The significant increase in 15-16 is due to the need for a major infrastructure improvement project needed to allow students to use CHROME Books to electronically take the SBAC test required by the State Department of Education. Local assessments also use an electronic testing format to assess student performance.

For many years the State of Connecticut would have grant funds available for interested school systems to submit an application for infrastructure funds. This has changed over the past few years. I can remember during the 2008-2009 when we applied for and received a \$195,000 grant to upgrade the wiring and servers in our technology infrastructure. Three years ago we applied for \$211,00 for an upgrade in Voluntown and the state gave us \$11,000. This is why we had to use local funds to complete a necessary upgrade last year.

The state recently transferred the cost of using CEN or the Connecticut Education Network to local school systems. This unanticipated change was recently sent to school systems after we completed the local budgeting process. The Voluntown Board of Education budget had to find \$5,400 to pay for this annual expense.

Agenda VIII (Old Business)**1. BUDGET Development Timeline for 2017-2018**

The 2016-2017 Board of Education Budget of \$6,797,057 was approved at a Town Meeting on Thursday, June 2, 2016 and this represents a 0.72% or \$48,340.00 increase over the 2015-2016 Board of Education Budget. A timeline for the development process for creating the 2017-2018 budget was reviewed.

2. Final 15-16 Budget Report

MOTION # 3 (10/13/16): made by Cathy Grant SECONDED BY Jim Hutchins that the Board of Education approves the final 9-30-16 function-object report for actual expenditures for the 2015-2016 budget of \$6,797,057.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

Agenda Item IX (New Business)**1. Review of Board of Education Strategic Plan 2014-2018**

This 2014-2018 Strategic Plan emphasizes ways to improve our school system.

- Students as a Focal Point (new - review of a Before and After School Care program)
- Finances
- Curriculum/Instruction/Learning
- Building/Grounds/Transportation
- Community/Public Relations

The Board of Education reviewed each priority area and the accomplishments of our school system.

2. Payroll Software (Prime Pay)

MOTION # 4 (10/13/16): made by Barbara Gileau SECONDED BY Kristen Trahan that the Board of Education authorize switching to Prime Pay at the appropriate changeover time to process the payroll.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

3. Board of Education Clerk: 2nd reading at the next meeting**4. Girls Basketball**

MOTION # 5 (10/13/16): made by Kristen Trahan SECONDED BY Barbara Gileau that the Board of Education appoint Nicole Vitali to the position of Girls Basketball Coach and Chuck Salter to the Girls Assistant Basketball coach.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

5. Boys Basketball

MOTION # 6 (10/13/16): made by Kristen Trahan SECONDED BY Cathy Grant that the Board of Education appoint Jeff Blanchard and James Bruno to the positions of Boys Basketball Co-Coaches.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

6. Cheerleading

MOTION # 7 (10/13/16): made by Kristen Trahan SECONDED BY Cathy Grant that the Board of Education appoint Darlena Loranger as Cheerleading Coach and Kayla Barber to the position of Girls Cheerleading Assistant Coach.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

7. Music Director

MOTION # 8 (10/13/16): made by Cathy Grant SECONDED BY Kristen Trahan that the Board of Education appoint Jennifer Knickerboker to the position Music Director.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

8.Track and Field: Tabled for a future meeting**9. Title I After School Tutors**

MOTION # 9 (10/13/16): made by Cathy Grant SECONDED BY Kristen Trahan that the Board of Education appoints Rhonda Burse, Katelyn Stockford. And Kristen Goodwin to the positions of Title I After School Tutors and Sue Obertello and Margaret Voland serve as "substitutes as needed".

VOICE VOTE: UNANIMOUS; MOTION CARRIES

10. Farmers' Market Summer 2017

MOTION # 10 (10/13/16): made by Cathy Grant SECONDED BY Kristen Trahan that the Board of Education approve the use of the school grounds for the 2017 Farmers Market from a projected date of July 2, 2017 until a projected ending date of October 8, 2017.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

11. School Physician/Medical Advisor

Motion #11 (10/13/16) made by Cathy Grant SECONDED BY Kristen Trahan hat the Board of Education officially appoint Laurenti P. Galan, MD as the 2016-2017 School Physician/Medical Advisor.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

12. Volleyball

Motion # 12 (10/13/16) made by Kristen Trahan SECONDED BY Barbara Gileau that the Board of Education approves a volleyball intramural program schedule for November and again in March and appoint Andrea Kelly and Emilee Penman as the supervisors.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

Agenda Items for the next regular meeting scheduled for November 10, 2016 at 7:00PM include:

- Van Driver and Back-up Bus Driver
- Before and After School Program - Update
- Stairway Update
- 2017-2018 Budget Development Process
- Track and Field
- BOE Clerk – 2nd Reading

MOTION # 13 (10/13/16): made by Jim Hutchins SECONDED BY Kristen Trahan that the Board of Education move into Executive Session at 7:42pm for the purpose of reviewing non-certified negotiations.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

ADJOURNMENT:

MOTION # 14 (10/13/16): made by Kristen Trahan SECONDED BY Cathy Grant the Board of Education adjourn at 7:54p.m.

VOICE VOTE: UNANIMOUS;

MOTION CARRIES

Respectfully Drafted and Edited by:

Adam S. Burrows ---- Superintendent of Schools

Rachel Ricard ----- Acting Board of Education Clerk