

**VOLUNTOWN BOARD OF EDUCATION**  
195 Main Street, Voluntown, CT 06384  
Phone: (860) 376-9167 [www.voluntownct.org](http://www.voluntownct.org)  
SUPERINTENDENT OF SCHOOLS: Adam S. Burrows

**BOARD OF EDUCATION MEETING MINUTES**

Thursday, February 28, 2019  
Board of Education Meeting Room - 7:00 p.m.

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**NOTE: This was an informational meeting only and no action was taken due to a lack of quorum.**

- I. **CALL TO ORDER** Chairperson Diana Ingraham called the meeting to order at 7:08 p.m.  
**ATTENDANCE** **Present:** Diana Ingraham, Christopher Wilson and Kate Beuparlant  
**Absent:** Flo Harman, Skart Paul, Kristen Trahan and Barbara Gileau  
**Also Present:** Adam S. Burrows (Superintendent), Lloyd A. Johnson, Ph.D. (Director of Student Services) and Amy Suffoletto (Principal)
- II. **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited.
- III. **CITIZENS / COMMENTS** - None
- IV. **GUESTS** - Marc Riel, Kyle Voldez and Jason Neri (D/E/F Services)
- V. **CONSENT AGENDA** - The Board discussed adding the monthly Committee Summary Report to the Consent Agenda section.

VI. **ADMINISTRATIVE REPORTS**

1. **PRINCIPAL'S REPORT**

**Students as a Focal Point**

- **Sports** - Our Winter sports season is winding down. Congratulations to our Cheerleading team for winning first place at the S.E.M.S.A.C. Cheerleading Competition.
- **Student Council** - VES Student Council is comprised of members from grades 5-8. Student council members are beginning new initiatives, such as a bi-weekly school store, hosting concessions during sporting events, and working with the PTO on future activities. They will use the revenue to give back to VES and to support other charities.
- **JHS Dance** - Our grade 7 students sponsored a JHS dance on Friday, January 18, 2019.
- **MATHCOUNTS** - Eight of our JHS Mathletes competed in the MATHCOUNTS 2019 Eastern Chapter Competition on Saturday, February 9, 2019. Congratulations to Denali Doran, John Howe, Summer Milette, Tyler Williams, Amanda Wrobel, Nicole Schulze, Justyn Blanchard, and Ian Donnell representing Voluntown Elementary School. A special thank you goes out to Jackie Vaillancourt for organizing and attending this event each year.
- **Connecticut State Assessment Individual Student Reports (SBAC, CTAA, CAPT, CMT, Skills Checklist)** - Our grade 4 students were selected to take the NAEP test on Friday, February 22, 2019.
- **SRBI** - Session 2 began on Monday, February 4, 2019. SRBI provides literacy and math services to K – 8 grade students; some receive both literacy and math.

<b>SRBI and AST Session Summary</b>
<b>SRBI Session 3: 49 Students</b>
<b>Literacy: 35 Students</b>
• Tier 2: 27 Students
• Tier 3: 8 Students
<b>Numeracy: 14 Students</b>
• Tier 2: 14 Students
• Tier 3: 0 Students
<b>After School Tutorial: 12 Students</b>

**Curriculum, Learning, and Instruction**

- **Teacher Evaluation Plan - Faculty Informal/Formal Observations:** Trimester 2 Formal and Informal observations are underway as well as all certified staff Mid-Year check-in meetings.

**Building, Grounds, and Transportation & Safety**

- **Summary of the 2018-2019 Safety Drills** - Fire Drills (5), Earthquake Drill (1), Lockdown Drills (3)

Community and Public Relations

- **Youth Service Bureau/Local Prevention Council** - The YSB-LPC Advisory Board meets on the second Wednesday of each month at 5:00 p.m. in the central office. YSB GRASP Programs are offered on Monday afternoons throughout the school year. **GRASP** programs scheduled for the next session are: Crafts (K-1st), Sports and Games (2nd-3rd), Drone Commanders (4th-5th) and Science Technology (6th-8th).

**2. DIRECTOR OF STUDENT SERVICES REPORT**

- There is a need to add an In-District Special Education Program at VES that will be reviewed during agenda item IX-3 for New Business: In-District Special Education Program: An approach to reducing out-placed Special Education students.
- This year we have a student in EASTCONN's Regional Transition Program at QMC for the first time. I recently chaired an Annual Review PPT for this student. The parents and I are very pleased with the quality of the program and the effectiveness of the staff in meeting the needs of the student in completing activities to prepare for competitive employment.
- As of 2/22/19, this Director has chaired 85 PPT/504/parent meetings distributed among the following locations: VES, The Learning Clinic in Brooklyn, EASTCONN's Northeast School in Killingly, Autism Program in Columbia, NFA, GHS, GAHS, The Marine Science Magnet High School in Groton, and Quinebaug Middle College in Danielson.
- The census of students Pre-K to 12+ receiving special services:

	<u>IEP</u>	<u>504</u>
Pre-K to 8	55	22
9-12+	19	13
Out Placed	5	
<b>Total</b>	<b>79 (includes 1 with Nexus of Groton)</b>	<b>35</b>

- Current census of students receiving services: Speech (24 hr. 10 min. of services): 28 students with IEPs, 15 students with PPS; Occupational Therapy (12 hr. 55 min. weekly): 20 students with IEPs; 5 students with 504 Plans; Physical Therapy (4 hr. Of service weekly): 6 students with IEPs, 1 student with a 504 Plan
- The Director of Student Services distributed a VPS Special Education Population by Grade report wi

**3. SUPERINTENDENT OF SCHOOLS SUBMITTED THE FOLLOWING:**

- Calendar of Events for February, March and April, 2019
- An Enrollment Report noted 274 students in Pre-K through grade 8 and 124 high school students.
- BOE received grants, tuition payments and other funds and gave to the Town \$77,542.59 in 2017-18. Thus far, \$48,277.59 has been return to the Town account for 2018-19.
- Spotlight on Education – January 25, 2019 announcing the appointment of Amy Suffoletto as the VES Principal.
- Letters to Faculty and Staff from Amy Suffoletto on her appointment to the position of VES Principal
- Letters from the BOE to Linda Larsen and Nancy MacBride accepting their retirement resignations with sincere appreciation for their many positive and creative achievements
- List of revised membership on the current 2018-19 District-Level and Curriculum Committees
- Griswold Public Schools Tuition rates and their Tuition Policy for 2019-20
- CIRMA Liability-Auto-Property and Workers' Competition 2019-20 Budget Indications -3.0% decrease for the 2019-20 premium.
- CABE Liaison Newsletter for February, 2019
- Superintendent's written testimony to the Educational Committee on March 1, 2019 at the State Capital. Written testimony about SB-874, HB-7150, SB-738 and SB-457
- Four-Year SBAC Comparisons of 3-8 graders with DRG "F" and State Average/Percent of Special Education Students

**VII. COMMITTEE REPORTS**

- The next Curriculum Steering meeting is scheduled for April 9, 2019 at 9:30 a.m. in the central office.

**VIII. OLD BUSINESS - Items requiring votes were tabled to the next meeting. The following items were discussed:****2019-2020 Budget Proposal**

The 1/10/19 draft of the budget proposal for 2019-20 was \$6,924,350 and represented an increase of \$34,532 or 0.50% over the 2018-2019 town approved total of \$6,889,818. The Governor's budget proposal drastically cuts the ECS grant to Voluntown by \$579,002 over two budget years. There is a proposed decrease in Education Cost Sharing funds of \$316,019 in 2019-20 and another decrease of \$263,003 in 2020-21. Public Hearings will now be held at the state capitol to review the Governor's proposal. Hopefully there will be a repeat of past practices when the legislators restored funding to the ECS to help municipalities.

**Therefore, the 2/28/19 budget proposal represents a decrease of -\$70,320 or -1.02% below the 2018-19 town approved total of \$6,889,818.**

This proposal includes:

- Negotiated salaries for teachers, non-certified, and classified faculty and staff.
- The projected cost for the outplacement of Special Education students based on identified needs.
- Projected cost of tuition based on the estimated numbers for attendance at NFA, GHS, MSMHS, and QMC.
- An initial projected increase of 8.0% in the cost of health insurance.
- Projected energy costs for heating fuel, propane, electricity, and diesel/gasoline.
- Continuation of the 10-11-18 Board of Education decision to reorganize without a full time Assistant Principal
- A new Art Teacher (M-3) due to a retirement
- Contracted Social Work Services in Account #2110-340

Eliminated from the 1/10/19 budget proposal:

- New mats in Account #1000-730
- Security and telephone upgrades in Account #2600-730
- A new global language teacher (M-3 plus benefits)

**DEF Eversource Energy Conservation Project** - Marc Riel and DEF Representatives gave a comprehensive presentation and cost benefit analysis about upgrading all light fixtures and other systems in our school. Significant savings were projected in electrical output as well as a 0% financing program through Eversource. This will be reviewed at the next regular meeting.

**IX. NEW BUSINESS - All items requiring votes were tabled to the next regular meeting.****X. SUGGESTIONS FOR NEXT REGULAR MEETING**

- Scheduled March 14, 2019 at 7:00 p.m.
- 2019-2020 School Calendar (Fifth draft)
- 2019-2020 Budget Proposal (Third draft)
- BOE Meeting Schedule Correction
- DEF Eversource Energy Conservation Project
- Policy #3541.2 - Bus Drivers (Second reading)
- Policy and Regulation #4212.42 - Drug and Alcohol Testing for Bus Drivers (Third reading)
- Policy 5131.81 - Electronic Devices (Second reading)
- Policy and Regulation #5141.21 - Administering Medication (Fourth reading)
- Policy #6171.2 - Pre-School Special Education (Third reading)
- In-District Special Education Program
- Custodial Job Description

**XI. EXECUTIVE SESSION - None****XII. ADJOURNMENT - The meeting ended at 8:52 p.m.**


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**Witness**

**Date**

**Attest**

**Date**

Respectfully Drafted and Edited by:

*Dee Dee Jackman, Board of Education Clerk*

*Adam S. Burrows, Superintendent of Schools*

**APPROVED at the 3/14/19 BOE Meeting**