

Building, Grounds, and Transportation & Safety

- Substitutes and Volunteers review safety processes and procedures.
- All staff, substitutes, student teachers/high school job shadow students and volunteers/field trip chaperones complete the DCF Authorization Form.
- We had 4 fire drills, 5 lockdown drills, and 1 earthquake drill.

Community and Public Relations

- PTO programs include: Amazing Animals (3/14/17); Student versus Student (3/15/17), PTO Meeting (3/21/17), Chili's Give Back Night in Lisbon, CT (3/24/17); PTO Drop & Dinner Event (3/23/17).
- YSB - Dodge Ball Tournament on Saturday, March 11, 2017 at 9:00 a.m. in the VES Gym.
- Stairway Committee met on March 8, 2017.

2. Director of Student Services (Submitted by Lloyd A. Johnson, Ph.D.)

- We are researching Medicaid Reimbursement for related services provided to students with IEPs who also are insured by Husky Health. I recommend that we consider joining the other 55 Connecticut districts that use CompuClaim to assist with the servicing of this benefit. Their staff will assist us in registering with the CT Department of Social Services who administers this reimbursement. This company also assists the district with submitting the monthly claims based on our staff's online submission of their services to the eligible students. Their service representative, Pam Katz, is willing to meet with us to discuss their services. The services that are reimbursable include: speech, OT, PT, counseling, nursing and evaluations. Handouts will be provided to further inform the Board of this reimbursement program. Mrs. Katz's initial analysis of our district's possible reimbursement is in the \$20,000 a year range. Her company's service fee is 11% with no up-front costs.
- We are reviewing projections and the program needs of VES, high school and outplaced students for the 2017-18 year. Our goal is to increase our capacity to meet the needs of Voluntown students with IEPs in our school building or in programs provided by our designated high schools.
- To date, this director has chaired 73 PPTs.
- Current census of students Pre-K to 12+ receiving special services:

	IEP	504
Pre-K to 8	52	24
9-12+	<u>23</u>	<u>17</u>
Total	<u>75</u>	<u>41</u>

3. Superintendent of Schools submitted the following:

- Calendar of Events for March through April 2017.
- An Enrollment Report noted 299 students in grades Pre-K through 8, plus 128 high school students.
- CABA Liaison Newsletter.
- Food Services 2015-2016 Annual Financial Report.
- Griswold Public Schools – recognizing Kalli'Ana Botelho's accomplishment in earning state championship status and state open status for participating in the high jump.
- Voluntown BOE Coaching positions.
- SDE letter stating 2016-2017 full certification compliance.

Agenda Item VII. COMMITTEE REPORTS:**1. Indoor Air Quality/Tools for Schools and Safety**

- We continue to develop our maintenance budget through the IAQ/TfS/Safety Committee.
- The Five-Year Facilities Plan for 2017 through 2022 has been completed and submitted to the Boards of Education and Selectmen as per state guidelines for keeping the community updated about the needs of school facilities.
- The next IAQ/TfS/Safety Committee meeting is scheduled for Wednesday, March 29, 2017 at 9:30 a.m.
- Mr. Ricard has repaired/sewn back together the stage curtain. We have secured a quote for replacement and will monitor the availability of funds to replace this middle section.

2. Youth Services Bureau/Local Prevention Council

- Future YSB/LPC meetings dates will be on Wednesdays at 3:45 p.m. in the central office on April 5, May 10, and June 14.

3. Curriculum Steering Committee

- The next Curriculum Steering Committee meeting is scheduled Monday, March 20 at 3:30 p.m.

4. Transportation

- We are in the process of training a van driver who will hopefully obtain a license within the next several weeks due to the lengthy licensing process by the State of Connecticut. We are still advertising for a back-up school bus driver and another van driver for Special Education purposes.

5. School Security and Safety Committee

- Continuous improvements are being made each school year to update and improve school security equipment as well as processes and procedures.
- Our C.I.T. or Crisis Intervention Team meets on a monthly basis to implement effective security processes and procedures.

6. Technology Committee

- The status and effectiveness of our telephone system has been reviewed and recommendations are currently being reviewed for cost.
- A major upgrade in our technology infrastructure was completed in the summer of 2016. This upgrade has allowed our school system to access and complete the annual state testing as well allowed for an increase in technology resources for instruction.

7. Professional Development and Teacher Evaluation

- Teachers will participate in Professional Development activities on Friday, March 10, 2017 for a whole day for local and/or regional workshops.
- Friday, May 19, 2017 is an early dismissal day for Professional Development.

8. School Readiness Council

- The wall removal project for expanding the space in the Pre-School, totally funded by a \$95,000 state grant, is in the final stages of completion.
- This state-funded program allows for a "School Readiness Non-Residency Option" as per Policy C-06 and we have increased enrollment through registering seven (7) non-resident students to avoid the immediate reduction in grant funds.

9. Wellness

- Our Wellness Committee will review recent legislation to update and revise our wellness policy to meet the State of Connecticut mandated deadlines of June 30, 2017.
- A Wellness subcommittee met to develop the second draft on a new wellness policy for consideration by the Board of Education.

10. High School Selection Process

- Kristen Goodwin, School Counselor, has guided the process for eighth graders to select and apply for a high school for 2017-2018. We are now in the final stages of this process.
- Board of Education approved "designated high schools" include Ellis Tech, Griswold, Killingly AG, QMC, Marine Science Magnet School, NFA, and Norwich Tech.

11. Solar Panel Project

- Summary Report from Fiona Stewart of the Clean Energy Finance, Connecticut Green Bank.
- We align with the net meter year that the utilities adhere to, which runs from April to March.
- At the end of March, we run an analysis of what the system has produced over the past year from the Locus monitor.
- We then compare that to our estimates and what we have billed you for. We give you that analysis along with an outstanding bill or refund/credit to you.
- There is a \$2,272.52 monthly fixed cost the Voluntown Public School System has been paying for since the activation of the solar panels.
- Solar Panel Production has been 349,653 KWH as of March 6, 2017.

12. Stairway Committee

- Advertising for bid proposals from contractors.
- Pre-bid meeting for contractors to review the site of the stairway and ask questions about the project.
- Bids will be opened and John Faulise, project consultant, will review the bids and references.
- The Stairway Committee will approve the contractor for the stairway project.
- Board of Selectman will verify the selection of the contractor recommended by the Stairway Committee.

Agenda VIII. OLD BUSINESS:**1. Annual Board of Education Goals for 2017-18** *(Second reading)*

MOTION #2 (3/9/17): made by James Hutchins, SECONDED BY Vikki Smith to approve the Annual Board of Education Goals for 2017-18.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

2. 2017-2018 Budget Preparation

The third draft of the budget proposal by the Superintendent of Schools for 2017-2018 is \$6,955,257 and represents an increase of \$158,200 or 2.33% over the 2016-2017 total of \$6,797,057.

The goal is to make every effort to develop a budget proposal with a sincere understanding of the cost impact to local property taxes. Therefore, this proposal must be carefully reviewed and adjustments considered during these challenging economic times. Our ultimate goal is to meet the educational needs of students.

This initial proposal includes:

- Negotiated salaries for teachers and classified faculty with the non-certified contract to be negotiated.
- 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 5.0% in the cost of health insurance.
- Projected energy costs for heating fuel, propane, electricity, and diesel/gasoline.

The budget process seeks to have a cooperative approach between the Town and Board of Education to create a schedule to allow for community input and involvement. The implementation of the budget for 2017-2018 will be completed when the community approves the budget at a Town Meeting usually held in May or a later date. It is important to note that the “bottom line” of this 3-9-17 proposal may change based upon the upcoming work of the Board of Education in the budget development process, as well as the verification of the actual amount of state and federal grants to education.

A recent proposal by the governor cut our current 2016-2017 ECS Grant of \$2,502,621 by \$1,210,563 for 2017-18 and another \$1,210,563 in 2018-2019. A new Special Education grant allocates \$616,948 to Voluntown in the next two years. This means state funding to our school system would cut our 2017-2018 projected \$6,978,445 budget by \$593,615. The Governor wants Voluntown to pay \$295,379 into the State Teachers’ Retirement Fund to make up for the years that our state did not make full contributions into this system. State funds to smaller communities have basically been re-distributed by the governor to the cities.

The Board of Education will therefore need to wait until the state legislators approve a final allocation of funds to school systems. The development of a final budget proposal by the Board of Education for 2017-2018 may be delayed until a decision is made. But, the Board of Education is required to send a budget to Town Hall by the end of March in preparation for a Budget Hearing on Thursday, April 6, 2017 at 7:00 p.m. in the Board of Education meeting room.

MOTION #3 (3/9/17): made by James Hutchins, SECONDED BY Cathy Grant to approve Proposed 2017-18 Budget made by the Superintendent of Schools of \$6,955,257 and represents an increase of \$158,200 or 2.33% over the 2016-2017 total of \$6,797,057.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

3. Policy #6142.101 Wellness *(Second reading)*

MOTION #4 (3/9/17): made by Vikki Smith, SECONDED BY Cathy Grant to approve the Wellness Policy #6142.101.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

4. Policy #4118.5/4218.5 Acceptable Computer Network Use (Second reading)

5. Regulation #4118.5/4218.5 Acceptable Computer Network Use (Second reading)

MOTION #5 (3/9/17): made by James Hutchins, SECONDED BY Vikki Smith to approve
The Acceptable Computer Network Use Policy and Regulation #4118.5/4218.5.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

6. Review of 2014-2018 Strategic Plan (Update on our progress)

Agenda Item IX. NEW BUSINESS:

1. Non-Renewal of Non-Tenured Teachers

MOTION #6 (3/9/17): made by Vikki Smith, SECONDED BY Cathy Grant that the Board of Education approves pursuant to Connecticut General Statutes Section 10-151 that the Voluntown Board of Education non-renew the following non-tenured teacher contracts of Hailie Davis, Katelyn Stockford, Megan Glidden, Kristin Goodwin, Sue Obertello, Alyson Paige, Emilee Penman and Kayla Barber, and that the Board further moves that the Superintendent of Schools be directed to communicate this action of the Board in writing to Hailie Davis, Katelyn Stockford, Megan Glidden, Kristin Goodwin, Sue Obertello, Alyson Paige, Emilee Penman and Kayla Barber 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.

• Hailie Davis	MOTION Vikki Smith, seconded by Cathy Grant	All in favor
• Katelyn Stockford	MOTION Vikki Smith, seconded by Cathy Grant	All in favor
• Megan Glidden	MOTION Vikki Smith, seconded by Cathy Grant	All in favor
• Kristin Goodwin	MOTION Vikki Smith, seconded by Cathy Grant	All in favor
• Sue Obertello	MOTION Vikki Smith, seconded by Cathy Grant	All in favor
• Alyson Paige	MOTION Vikki Smith, seconded by Cathy Grant	All in favor
• Emilee Penman	MOTION Vikki Smith, seconded by Cathy Grant	All in favor
• Kayla Barber	MOTION Vikki Smith, seconded by Cathy Grant	All in favor
VOICE VOTE:	UNANIMOUS;	MOTION CARRIES

2. Connecticut Next Generation Accountability System: 2015-2016 results

The Board of Education reviewed the 2015-2016 results of the Connecticut Next Generation Accountability System for the Voluntown Public School Systems. This report allows schools to demonstrate progress on “outcome pre-cursors” and encourages leaders to view accountability results, not as a “gotcha” but as a tool to guide and track improvement efforts. This annual report replaces the annual Strategic School Profile that was published annually for each public school system in Connecticut.

Voluntown scored an overall 76.8% which is above the state average of 73.1%. There were 754 in the report and it was estimated that Voluntown did as well as or better than the 580 other schools in the report. This gave our school system a rating in the upper levels of group #2.

The purpose is to:

- Track progress
- Help schools and districts make improvements
- Show where support is needed most
- Recognize successes
- Promote transparency
- Satisfy federal and state requirements
- Provides a more complete picture of a school or district
- Guards against narrowing of the curriculum to the tested subjects
- Expands ownership of accountability to all staff

There are 12 performance indicators: (not all related to a Pre-K through grade 8 school district)

1. Academic achievement (Performance Index)
2. Academic growth
3. Assessment participation rate
4. Chronic absenteeism
5. Preparation for postsecondary and career readiness – coursework
6. Preparation for postsecondary and career readiness – exams
7. Graduation – on track in ninth grade
8. Graduation – four-year adjusted cohort
9. Graduation – six-year adjusted cohort
10. Postsecondary Entrance Rate
11. Physical fitness
12. Arts access

3. Auditor’s Report for Fiscal Year Ending on June 30, 2016

Board members were able to review the Auditor’s Report for the 2015-2016 Voluntown Board of Education budget. The report indicated that all budgeting requirements were met for the 2015-2016 school year.

4. SHU Student Teacher Fall of 2017: Joslyn Irza

Agenda Item X. SUGGESTIONS FOR NEXT REGULAR MEETING:

Scheduled for April 6, 2017 at 7:00 p.m.

Agenda Item XI. EXECUTIVE SESSION: *(Personnel, negotiations, and a security upgrade)*

MOTION #7 (3/9/17): made by James Hutchins, SECONDED BY Vikki Smith that the Board of Education enter into Executive Session AT 8:36 p.m. for the purpose of discussing personnel, negotiations and a security upgrade.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

MOTION #8 (3/9/17): made by James Hutchins, SECONDED BY Vikki Smith for the Board of Education to move out of Executive Session at 8:44 p.m.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

Agenda Item XII. ADJOURNMENT:

MOTION #9 (3/9/17): made by James Hutchins, SECONDED BY Barbara Gileau that the Board of Education adjourns at 8:45 p.m.

VOICE VOTE: UNANIMOUS; MOTION CARRIES

Witness Date

Attest Date

Respectfully Drafted and Edited by:
Dee Dee Jackman, Board of Education Clerk
Adam S. Burrows, Superintendent of Schools