

**WILLINGTON BOARD OF EDUCATION
MEETING AGENDA**

Tuesday, February 10, 2015

7:00 p.m.

Town Office Building, Lower Level Meeting Room

- 1. Call to Order**
- 2. Communications**
- 3. Present to Speak**

Speakers will be recognized by the Chairman and identify himself/herself by name and address and proceed with his/her comments. All persons will be limited to five (5) minutes. The total time allotted for Present to Speak shall not exceed twenty (20) minutes and is at the discretion of the Board and may not address specific personnel issues. *Board of Education Policy 9325*
- 4. Superintendent Reports**
- 5. Committee Reports**
- 6. New Business**
 - A. Fill Board vacancy Attachment # 1
 - B. Approve minutes of January 13, 2015 Attachment # 2
 - C. Approve minutes of Special budget workshop meeting of January 20, 2015 Attachment # 3
 - D. Approve minutes of Special budget workshop meeting of January 28, 2015 Attachment # 4
 - E. Transfers
 - F. Review committee assignments Attachment # 5
 - G. Schedule Board retreat
- 7. Old Business**
 - A. Update on Board Goal
- 8. Present to Speak**
- 9. Board Comments**
- 10. Adjournment**

Superintendent notes

February 10, 2015

There is not a lot on the agenda for next week. I have been mostly working on Budget and Facilities.

I will give an update on both of those items including the bids for a survey from New England Mechanical.

We will also vote to seat a new BOE member to fill Leo's spot on the Board. Mark Makuch is the individual that A Sentinel Party is putting forward to replace Leo. The motion would be to nominate Mark to fill the vacant Board of Education seat. Mark may be seated to participate in the discussions and able to vote once sworn in.

WILLINGTON PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING MINUTES
TUESDAY, JANUARY 13, 2015
(Unofficial Until Board Approval)

The meeting was called to order at 7:06 p.m. by Vice Chairman Michelle Cunningham at the Town Office Building.

PRESENT: Michelle Cunningham, Ann Grosjean, Mark Jones, Barry Wallett
Superintendent David Harding

ABSENT: Erika Wiecenski, Leo Mercado, Herb Arico

COMMUNICATIONS:
None

PRESENT TO SPEAK:
Superintendent Harding explained that during the first presentation that protocol would be broken to allow a conversation of questions and answers between the audience, board members and the presenter.

PRESENTATION:
Superintendent Harding introduced Lawrence K. Silbart, MPH, Ph.D., Vice Provost for Strategic Initiatives, Provost's Office, University of Connecticut. Mr. Silbart stated he has been a Willington resident for 23 years. He gave a brief history of his background and started the presentation regarding the exciting happenings at UConn. He stated the initiative was started in 1995 and was originally called UConn 2000, then 21st Century UConn and now it is called Next Generation Initiative. He explained the amount of funding for the various programs and projects that will be for new buildings and improving infrastructure at the college. The initiative is to continue to strive to get UConn listed in the top 10 from the top 20 public universities. They are working on partnerships to develop, promote and maintain a workforce in the manufacturing industries in Connecticut. UConn is trying to increase specific STEM areas such as engineers that are greatly needed. They are trying to recruit outstanding faculty, train and educate grads to meet future workforce needs, and initiate collaborative partnerships with industries. He outlined and explained the different areas they are working on such as research, undergrad education, graduate education, and materials and manufacturing. He broke down each category further listing topics such as genomics, personalized medicine, brain and mind, research thrusts, high tech manufacturing such as electronics, 3D printers, and metal powders. Mr. Silbart gave numbers of new faculty hired last year and to be hired next year and the estimated increase in students through the new projects. He listed some different projects that will be funded and spoke about the plans for the tech park that is to be built. Stating nine parcels are to be developed with different sections being created over the years. He discussed different buildings to be built such as labs for advanced manufacturing and advanced instrumentation, new residence halls, and an engineering and science building. He listed other buildings on campus to be renovated or removed and new buildings created. He spoke about the new building bought and additions to be made to the Hartford campus. Board members and the audience asked various questions about the number of prospective

employees to be needed and hired for the tech park and the programs being added and about the depot campus. Mr. Silbart questioned if Willington would want to have undergrad or grad students live in the town or if they are looking more for families with children such as the future employees. Members stated they are interested in staff, faculty and industry people who might move to Willington with children. Mr. Silbart suggested that Willington work with UConn HR and realtors to make sure future employees know about Willington as an option for residence.

Superintendent Harding presented the 2015-2016 Board of Education Budget Overview. He stated this is the fifth draft of the budget to date. The teachers presented to admin in the fall, the administration looked it over and then reviewed with Superintendent to look for rationale for all items. They reviewed prior year's expenditures and continue to make adjustments as new information is received.

He explained the insurance was originally projected at a 10% increase and now it will be no more than 9%. The budget total was \$7,906,963.00 which is a 0% increase over last year. Yearly certain assumptions are made regarding different variables. Some of the assumptions are the health care percentages, placeholders for insurance, dental, liability, heating fuel and diesel costs.

He stated that both certified and non-certified salaries are down. He explained the issue with the Special Education out placements with last year's budget. The new outplacements came in after the budget was completed and presented. Superintendent did not go back to the BOF to redo the budget and ask for more funds. He anticipated some retirements and thought he could fund the outplacements with other savings as well because the budget was already at the MBR and you could not cut any further. This caused some discrepancies in this year's budget because of the different transfers and prepayments made from the accounts to cover those various costs. He stated if any additional out placements occur this year he will not be able to again absorb the costs within this budget.

He reviewed the object codes and totals within the budget and the increases or decreases along with the reasons for each. He spoke about the unknown electric cost increases and the time frame for the locked in rates. He discussed the salary for the district head custodian remaining in the budget until a decision is made to hire a person or use the funds to pay for the facility items needing repair as necessary.

He discussed the need for three kindergarten classes next year, the teacher substitute position will be removed, and there will only be two fifth grades next year resulting in one less teacher position.

Stated he was told that E.O. Smith is going to have an increase of \$60,000 for Willington as of now. The original projection was supposed to be a negative number.

With the budget at 0%, no programs are affected, everything will be done through attrition. If asked to go to MBR then there will need to be cuts to programs and layoff teachers.

Superintendent Harding does not recommend that. He stated the budget is fiscally responsible and urged people to look at the budget over several years and think about what has been maintained while still cutting and remaining at 0%.

Superintendent thanked the administration for all their work stating they have spent a lot of time working on the budget together.

SUPERINTENDENT REPORTS:

Superintendent noted there is a CIP meeting tomorrow night and members are invited. He reported on the quotes from New England Mechanical for a service contract for the town office building, dog pound, public works, two schools and the old town hall. He is hesitant to accept until they can provide more information on the status of all the facility equipment and evaluate the needs. This is a lot of work for the company and they may provide a 6 month proposal to build in a survey to give the projections of items to be done.

He stated he was going to move forth with the normal items such as the lights for the CES

parking lot etc. but does not have an actual price for the contract as of yet to offer the CIP committee.

Members questioned if a placeholder could be made for CIP until the costs are known. Superintendent discussed this with the board and decided he would attend and ask for a placeholder from the CIP committee.

Superintendent stated a new art teacher, Leah Coloske, was hired today. This was a difficult position to fill because there are not a lot of jobs or candidates for this subject. She is a first year teacher and will come in a couple days to work with the current art teacher, Judith Meyers, before she retires. This position allowed for a savings in both salary and insurance costs.

COMMITTEE REPORTS:

None

NEW BUSINESS:

MOTION: by Ann Grosjean, seconded by Mark Jones, to approve the minutes of the December 9, 2014 Board meeting.

VOTE: All in Favor
Motion Passed

Superintendent explained the transfers needed for School Choice to cover the cost of an additional student attending a magnet school.

MOTION: by Michelle Cunningham, seconded by Barry Wallett, to approve the transfer of \$4,525.00 from the Health Insurance account to School Choice account as presented.

VOTE: All in Favor
Motion Passed

Superintendent explained the transfer needed for an EastConn paraprofessional that was not funded in the amount of \$26,821.00.

MOTION: by Michelle Cunningham, seconded by Ann Grosjean, to approve the transfer of \$26,821.00 from the Health Insurance account to the Para EastConn account as presented.

VOTE: All in Favor
Motion Passed

Board reviewed and approved the school calendar for 2015-16. Board discussed the professional development days, the possibility of being required to go to a regional calendar next year and the HMS grades available dates. Board discussed the issue of no longer printing report cards with one member not in favor of this procedure. Board discussed the portal issue and the expectations for time frames of teachers posting grades.

MOTION: by Mark Jones, seconded by Ann Grosjean, to approve the Willington Board of Education 2015-2016 School Calendar as presented.

VOTE: All in Favor
Motion Passed

Board discussed budget workshop meetings for January 20, 2015 at HMS library and if needed January 27, 2015 at the town office building. The second meeting would be utilized to discuss the declining enrollment and goals if it is not needed for budget discussions.

MOTION: by Ann Grosjean, seconded by Mark Jones, to accept January 20, 2015 and January 27, 2015 as special meeting dates as discussed.

VOTE: All in Favor
Motion Passed

OLD BUSINESS:

Superintendent Harding stated he did not have the update on the Board goal but would email the information to members before the January 27 meeting.

PRESENT TO SPEAK:

None

BOARD COMMENTS:

Board thanked Mr. Silbart for the UConn presentation, the Superintendent for the budget presentation and all the work by the administrators, teachers and staff that helped to prepare the budget and thanked the audience for attending the presentations.

Meeting adjourned at 9:10 p.m.

Nichole Page
Recording Secretary

Attachment # 3

WILLINGTON PUBLIC SCHOOLS
SPECIAL BOARD OF EDUCATION
BUDGET WORKSHOP
MEETING MINUTES
TUESDAY, JANUARY 20, 2015
(Unofficial Until Board Approval)

The meeting was called to order at 7:05 p.m. by Vice Chairman Michelle Cunningham at the Hall Memorial School Media Center.

PRESENT: Herb Arico, Michelle Cunningham, Ann Grosjean, Mark Jones, Barry Wallett
Superintendent David Harding, Erika Wiecenski (arrived at 7:25 p.m.)

ABSENT: Leo Mercado

PRESENT TO SPEAK: None

MOTION: by Erika Wiecenski, seconded by Michelle Doucette Cunningham, to approve the Board of Education 2015-2016 budget of \$7,906,963.

VOTE: Yes: E. Wiecenski, M. Doucette Cunningham, A. Grosjean

No: B. Wallett, M. Jones, H. Arico.

Motion Failed.

Meeting adjourned at 9:05 p.m.

WILLINGTON PUBLIC SCHOOLS
BOARD OF EDUCATION SPECIAL MEETING MINUTES
WEDNESDAY, JANUARY 28, 2015
(Unofficial Until Board Approval)

The meeting was called to order at 7:01 p.m. by Chairman Erika Wiecenski at the Hall Memorial School Library.

PRESENT: Erika Wiecenski, Mark Jones, Barry Wallett, Herb Arico,
Superintendent David Harding

ABSENT: Michelle Cunningham, Ann Grosjean, Leo Mercado,

COMMUNICATIONS:

None

PRESENT TO SPEAK:

None

BUDGET WORKSHOP:

Superintendent presented the next draft of the budget for a total of \$7,906,963.00 at a 0% change. He answered the Boards questions from the last workshop meeting and showed new spreadsheets containing the information.

He stated the number of Special Education students was at 80 and an additional 13 were 504 students. Members discussed this number which has remained around 75-85 consistently through the years even as total enrollment goes up and down. Discussion around services and the teachers took place. Some students only receive speech and language services while others receive multiple services. There are multiple meetings throughout the year to discuss the student's needs and revision of the IEP's for each student. There are currently two out of district placements.

Superintendent Harding handed out charts for the 323 and 590 accounts and explained the breakdown of each. He reviewed the positions page that was added which specified all the certified and non-certified positions at each school and notes about how some positions are funded such as from grants.

Board discussed the para-professional positions and how some are employed by the school through the non-certified union and some are contracted through EastConn. They discussed how the paras are assigned and moved around as the student's needs change.

Superintendent presented the snapshot of the three years for salaries, benefits, and the total for the BOE. He has not yet added the narrative to this page but will add that before the presentation to the Board of Finance for clarity.

He stated that each year has gone in the direction he has forecasted. Due to the declining enrollment, taking a logical approach and the benefit package being an attractive deal the numbers have been able to decrease.

MOTION: by Herb Arico, seconded by Erika Wiecenski, to approve the Board of Education Budget for July 1, 2015 to June 30, 2016 in the amount of \$7,906,963.00.

VOTE: All in Favor
Motion Passed

Superintendent informed the Board that he will be presenting the budget at the Board of Finance meeting next Thursday and would welcome any Board member support.

TECHNOLOGY GRANT:

Superintendent Harding explained the grant is for the equipment and infrastructure, not professional development.

MOTION: by Barry Wallett, seconded by Mark Jones, to approve the Technology Grant as discussed for Willington.

VOTE: All in Favor
Motion Passed

Board asked about the cost difference between the Chromebooks and iPads with Superintendent replying that Chromebooks are a little less at about \$400 each vs. iPads at about \$450-\$470 each with the insurance

Board will have discussions at a future meeting to make decisions about which path to take with technology.

PRESENT TO SPEAK:

Peter Latincsis arrived and asked for a copy of the budget which Superintendent Harding will email to him once it is edited.

BOARD COMMENTS:

None

Meeting adjourned at 7:59 p.m.

Nichole Page
Recording Secretary

Attachment # 5

Willington Public Schools Board of Education Members 2015/16

Board Member	Phone, Fax, Email	1. Committee(s) 2. Liaison 3. Ad Hoc Com.	Party	Term Expires
Herbert Arico 5 Eldredge Mills Rd. (spouse Lucille)	429-9554 Home 933-8669 Cell aricohc@hotmail.com	<i>1. Finance 1. Facilities 2. Eastconn 2. Charter Com. 3. Supt. Evaluation 3. School Exploratory</i>	R	11/2015
Michelle Doucette Cunningham 41 Liska Rd. (Vice Chairman) (spouse Michael)	477-0127 Home 794-4978 Cell 730-2941 Work m2dc@charter.net	<i>1. Policy 1 Transportation 3. Food service 3. Supt. Evaluation 3. School Exploratory</i>	D	11/2015
Ann Grosjean 11 Birch Meadow Lane (spouse Brian)	860-429-6152 Home 860-933-0017 Cell acava1107@yahoo.com	<i>1. Policy 2. Curriculum 3. C.I.P. 3. School Exploratory</i>	D	11/2017
Mark Jones, Secretary 24 Liska Rd. (spouse Nora)	429-3460 Home 539-8778 Cell 429-9341 Work noramarkj@aol.com	<i>1. Finance (C) 2. Curriculum 3. C.I.P. 3. School Exploratory</i>	D	11/2015
<i>Vacant</i>		<i>1. Finance 1. Transportation 3. School Exploratory 3. Food service</i>	ASP	11/2017
Barry Wallett 23 Birch Meadow Lane (spouse Marybeth)	487-4867 Home 604-5152 Cell 713-6210 Work wallettconn@yahoo.com	<i>1. Policy (C) 2. Curriculum 3. C.I.P. 3. Supt. Evaluation (C) 3. Security</i>	U	11/2015
Erika Wiczenski, Chairman 19 Adamec Rd. (spouse Derrick)	429-2411 Home 465-7951 Cell Erika@autonotes.net	<i>1 Facilities 1 Transportation (C) 3 Health & Safety 3 School exploratory 3. Security</i>	D	11/2017

Individual email for all Board business:
first initial, last name @willingtonct.org

2/5/2015