

**WILLINGTON PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING MINUTES
TUESDAY, DECEMBER 8, 2015
(Unofficial Until Board Approval)**

The meeting was called to order at 6:59 pm by Superintendent David Harding at the Town Office Building.

PRESENT: Herb Arico, Ann Grosjean, Michelle Cunningham, Erika Wiecenski, Shawn Kowalyshyn, Marybeth Wallett, Steve Ortiz, Superintendent David Harding

ABSENT: none

NEW BUSINESS:

For new business, the election of Board of Education officers occurred.

MOTION: by Michelle Cunningham, seconded by Steve Ortiz to nominate Erika Wiecenski as Chairman.

VOTE: Yes: Michelle Cunningham, Ann Grosjean, Erika Wiecenski,
Shawn Kowalyshyn
No: Herb Arico, Marybeth Wallett
Abstain: Steve Ortiz

Motion Passed

MOTION: by Ann Grosjean, seconded by Herb Arico to nominate Michelle Cunningham as Vice Chairman.

VOTE: Yes: Ann Grosjean, Herb Arico, Michelle Cunningham, Shawn Kowalyshyn
Abstain: Steve Ortiz, Erika Wiecenski, Marybeth Wallett

Motion Passed

MOTION: by Erika Wiecenski, seconded by Ann Grosjean to nominate Herb Arico as Board Secretary.

VOTE: Yes: All in Favor
Motion Passed

COMMUNICATIONS:

Superintendent Harding welcomed Steve Ortiz, Marybeth Wallett and Shawn Kowalyshyn to the Board as well as Amanda Kelly as the new Recording Secretary. Superintendent Harding also distributed the teacher retirement letter by Jane DeMilia and the resignation letter from Deb Sullivan.

PRESENT TO SPEAK:

None

SUPERINTEDENT REPORTS:

Superintendent Harding stated that all items are on the agenda but wanted to add a note about the budget. In order to make a budget calendar in January, teachers must put in requests to budget that are sent to the central office and then examined.

When the budgets came in, it was at a 7.08 increase, but is now at 4.66 with the driver in this increase being Special Education. There had been a -5% in projection with E.O Smith, but is now .54% due to the increase of the Willington percent of the student population at the high school. Superintended Harding stated that this would be a more difficult budget season but that he would be ready to present it at the January meeting.

COMMITTEE REPORTS:

Herb Arico stated that the East Conn meeting was cancelled, which was to look at the application process for the Head Start and Early Head Start programs.

NEW BUSINESS:

A. The board determined the Board of Education committee members with a brief explanation of the committees to the new members of the Board.

The committees are as followed:

Finance (monthly review of bills)
Herb Arico and Marybeth Wallett

Facilities (annual look at buildings):
Herb Arico, Shawn Kowalyshyn, and Erika Wiecenski

Policy (review board policies and make recommendations for new ones):
Marybeth Wallett, Ann Grosjean, and Steve Ortiz

Transportation:
Erika Wiecenski, Shawn Kowalyshyn, and Michelle Cunningham

Technology: Steve Ortiz and Erika Wiecenski

Curriculum (reviewed by committee- Common Core, the new standards for Science and Social Studies are not as up to date as the Math and Language Arts):
Ann Grosjean and Erika Wiecenski

Superintendent Evaluation:
Marybeth Wallett, Michelle Cunningham, and Herb Arico

C.I.P (Capital Improvement Projects):
Shawn Kowalyshyn and Ann Grosjean

Health and Safety: Erika Wiecenski

Food Service: Michelle Cunningham and Steve Ortiz

Security: Steve Ortiz and Erika Wiecenski

School Exploratory: whole Board of Education

B. Schedule of Board of Education Retreat, where goals will be reviewed and information will be shared with new Board members.

MONDAY, JANUARY 4th at 6:00 pm in the Hall Memorial School library

MOTION: by Erika Wiecenski to move item F (Approve B.O.E. calendar of meetings for 2016-2017) forward, seconded by Steve Ortiz.

VOTE: Yes: All in Favor
Motion Passed

F. Approve Board of Education Calendar of meetings for 2016-2017.

MOTION: by Erika Wiecenski, seconded by Marybeth Wallett, to accept the Board of Education Calendar of meetings for 2016-2017, with exception of Tuesday November 8th, which will be moved to Wednesday November 9th because of Election Day.

VOTE: Yes: All in Favor
Motion Passed

C. Between January 12 and February 4, the Board of Education needs to accept a budget that will be sent to the Board of Finance. The schedule of Board of Education budget workshops are as followed (with subject to change):

MONDAY, JANUARY 18TH at 7:00 pm
MONDAY, JANUARY 25TH at 7:00 pm
MONDAY, FEBRUARY 1ST at 7:00 pm

D. TRANSFERS

Superintended Harding presented two transfers to the Board of Education. The first is to School Choice, which is for magnet school students. There are 4 magnet school students, at \$4600 each. Because the price went up this year and there is an

additional student, there is a shortage of \$4920 in that account. The transfer would be a total of \$4920 out of unemployment account to the School Choice account. The second transfer is \$9718 from the plant operation salary to be transferred to the maintenance at Center Elementary School, which needs new heating valves.

MOTION: by Herb Arico, seconded by Steve Ortiz to accept both of these transfers.

VOTE: Yes: All in Favor

Motion Passed

E. Approval of November 10, 2015 minutes.

MOTION: by Michelle Cunningham, seconded by Ann Grosjean.

DISCUSSION: Herb Arico stated that the line "subject revisited at future meeting" in regards to accept the school calendar for 2016-2017 should be removed.

MOTION: by Herb, to approve the minutes, except for the "subject revisited at future meeting" line.

VOTE: Yes: Herb Arico, Shawn Kowalyshyn, Ann Grosjean, Michelle Cunningham

Abstain: Erika Wiecenski, Steve Ortiz, Marybeth Wallett

Motion Passed

G. The Board of Education discussed the Hall Memorial School Principal vacancy.

Erika Wiecenski started this off by stating that starting a search for a new principal between now and January 3rd, would not give the Board enough time to accurately and efficiently find a new principal. It was explained that the process to find a new principal is comprised by a committee of Board of Education members, parents and staff, where a review of all applicants is conducted, along with site visits and focus groups but all depending on the applicant. Erika Wiecenski recommended that the Board defers to Superintendent Harding to take on the responsibility of finding an interim to finish the year, while the Board focuses on finding a new principal to start in July.

Ortiz questioned the salary of the interim principal in which Superintendent Harding explained that he would focus on people for this position to be newly retired and the salary would be per diem based on the current contract of \$100,000-\$115,000. This will produce a savings of \$17,000 in the budget.

There were questions by Marybeth Wallett if hiring an interim principal would be the best use of money, if there could be another person with an 092 certificate to fill in instead. Superintendent Harding stated that someone has to be there at all times to make sure the students are safe and are certified to discipline. Marybeth Wallett clarified that she was thinking that the Board should look into assistant principals or

Dean of students for next year and defer to Superintendent Harding on finding an interim principal. There could be a long-term plan on possibly constructing one building. It is a long process to find the right principal, and Superintendent Harding stated that he had a list sent to him of people available that are available, just retired, great with students, and can start soon to have at least a couple days working with Deb Sullivan before she leaves.

MOTION: by Herb Arico, seconded by Erika Wiecenski, to delegate to Superintendent Harding the authority to hire an interim principal for January 3 to the end of the school year.

VOTE: Yes: Erika Wiecenski, Shawn Kowalyshyn, Herb Arico, Ann Grosjean, Michelle Cunningham, Marybeth Wallett
No: Steve Ortiz

Motion Passed

H. The Board discussed possible Capital Improvement Projects.

OLD BUSINESS

A. Approve Willington Public Schools' 2016-2017 Calendar.

MOTION: by Steve Ortiz, seconded by Michelle Cunningham to approve the Willington Public Schools' 2016-2017 Calendar.

DISCUSSION: clarification of color-coding last month, October 7th is the only day that is a minimum day as well as a staff development day.

VOTE: Yes: Erika Wiecenski, Shawn Kowalyshyn, Ann Grosjean, Michelle Cunningham, Steve Ortiz
Abstain: Marybeth Wallett and Herb Arico

B. Facilities Update: None

C. Enrollment: Enrollment Summary Distributed

PRESENT TO SPEAK

None

BOARD COMMENTS

Erika Wiecenski stated that because she was absent from the last meeting, she wanted to thank Barry Wallett, Mark Jones, and Mark Makuch for their service on the Board and to Nichole Page for her time as Recording Secretary as well. She also wanted to welcome Shawn Kowalyshyn, Marybeth Wallett, Steve Ortiz, and Amanda Kelly to the Board. She also wanted to state that the Shakespeare play at Hall Memorial School was a delight! There are also two winter concerts at Hall Memorial School: 5th and 6th Grade play Wednesday 12/9 at 6:30 pm, and 7th and 8th play Thursday 12/10 at 6:30 pm, so be sure to check them out! The spring musical is to be Seussical this year and will be held this March. The rest of the Board members also wanted to welcome those new to the Board. Marybeth Wallett asked to get an account form for the next meeting of the school fund managed by the principal.

Steve Ortiz wanted to state in regards to the principal resignation, that he had received concerns about the administrative to student ratio. He wanted to state that his "no" vote was to represent those concerns, and that he would like to revisit the reconstructing of our school district and exploring other options.

Meeting adjourned at 9:35 pm.

Amanda Kelly
Recording Secretary