

## **Board of Education Ellington, Connecticut**

October 22, 2014

A regular meeting of the Ellington Board of Education was held on Wednesday, October 22, 2014, in the Library at Crystal Lake School.

The meeting was called to order at 7:00 p.m. by Mr. Keune, Chairperson.

Present were: Messrs. Blanchette, Keune, McNamar, Purcaro (7:10), Roberson, and Young; Mesdames Hayes, Kiff-Judson, and Picard-Wambolt; Mr. Stephen Cullinan, Superintendent of Schools; Dr. Kristy LaPorte, Director of Special Services; Dr. Erin McGurk, Director of Educational Services; Mrs. Margaret Devlin, Director of Business Services; and Student Representative Jennifer Roy. Mr. Howard Friedman was absent.

Also present were: Mr. Michael Larkin, Principal, Crystal Lake School; Mr. David Welch, Principal, Windermere School; Mrs. Liz Cole, Curriculum Supervisor, STEM; and Mrs. Michele Cirillo, Curriculum Supervisor, ELA/SS/WL.

### **CITIZENS AND STAFF FORUM**

Diane Norton, of 10 Country Farm Lane, Ellington, addressed the Board with a concern over her children's bus stop. The safety issue is due to motorists ignoring the flashing bus lights and passing the bus when children are boarding or exiting the bus at that location. Mr. Keune noted her concern and stated that she could request a review with the Operations Committee.

Mr. Jason Lipman, of 18 Kibbe Road, Ellington, addressed the Board in regards to issues from his previous comments to the Board at a regular meeting on April 23, 2014. These issues included: concerns over the standards based report cards as connected to a 'letter' grade and the range between 'meeting' and 'exceeding' expectations; questions about unlimited retaking of quizzes and tests; how to access committee minutes; and if teacher training is the reason for so many substitute teachers.

Mr. Keune acknowledged his concerns and stated that these concerns would be addressed by the appropriate Board members/committees.

Mr. Keune thanked the citizens for their feedback and attendance at the meeting.

### **CONSENT AGENDA**

Mr. Keune asked if anyone wished to remove any item from the consent agenda. As there were no objections, Consent Agenda items one through six were adopted.

1. Approval of the Minutes of the September 17, 2014 Regular Board Meeting.
2. Approval to Submit the 2014-2015 District Consolidated Application for Elementary and Secondary Education Act (ESEA) Federal Grants in the Amount of \$113,781.
3. Acceptance of the Personnel Resignation of Alanna DiCoccia, part-time special education aide at Windermere School, effective October 3, 2014.
4. Acceptance of the Personnel Resignation of Marcy Reed, full-time computer science teacher/technology coordinator at Ellington High School, effective October 30, 2014.
5. Approval of the employment of Tammy Moskites as a long-term substitute Spanish teacher at Ellington High School, effective September 29, 2014.
6. Approval of the employment of Gina Beato as a long-term substitute first grade teacher at Center School effective, on or about, November 6, 2014.

### REPORT AND DISCUSSION ITEMS

#### Special Reports

##### Introduction of Windermere Assistant Principal

Mr. David Welch, Principal of Windermere School, introduced Ms. Jennifer Bordieri, LCSW, as the new Assistant Principal of Windermere School. He stated her strengths in instructional leadership, SRBI/Tiered Intervention, special education, PBIS, parent engagement, and collaboration as the basis for her appointment. Mr. Welch also shared Ms. Bordieri's extensive education, professional experience, and notable certifications. Ms. Bordieri thanked the Board, and stated her eagerness to start working with the Windermere community and the entire Ellington school district.

##### Extended Day/Year Programming Report

Mrs. Liz Cole and Mrs. Michele Cirillo, curriculum supervisors, presented a review of extended day/year programming offered during the 2013-2014 school year. This included:

- Theater workshops with the Hartford Stage (total student participation: 96 students).
- Lego workshops involving motorized mechanisms and robotics (total student participation: 170 students).

- Summer 2014 workshops of various programs in grades 1-10 (total student participation: 290 students).

The programs were highly successful and received 100% positive feedback from students and families. Mrs. Cole and Mrs. Cirillo also shared what programs are being planned for the 2014-2015 school year. These include a continuance of the theater and Lego programs, with the addition of two new programs: World Languages and Young Inventors. Last, they discussed anticipated costs and future planning of extended day/year programs.

#### Presentation of District Instructional Plan

Mr. Cullinan stated that the report was included in the board packet. The report contains the goals of students in grades K-6 to increase overall student achievement in reading and mathematics through specific indicators. For students at Ellington Middle School and Ellington High School, the goal is to increase overall student achievement as measured by attainment of school goals for student learning. In regards to student achievement, Mr. Cullinan outlined anticipated actions, strategies and interventions. Last, he discussed increasing community support through effective communication regarding academic and extracurricular programs as well as district and school initiatives.

#### Presentation of Multi-Year Academic Support Plan – 2014-15 & Beyond

Mr. Cullinan stated that the report was included in the board packet. The report contains the following goals by academic area and the actions, strategies and interventions recommended. Also included are areas discussed during the Board's annual brainstorming session in September, 2014:

- Technology Infrastructure and Technology Supporting Instruction, Curriculum and Assessment
- Appropriate Level of Resources/Class Size
- Administrative Capacity
- Extended Day/Year Opportunities
- Full-Day Kindergarten
- Job-Embedded Professional Development
- Board of Education Marketing Plan
- Career Planning
- Parents as Partners
- Students and Staff Wellness
- Engagement, Challenge and Personalization

#### Regular Board Committee Reports

Policy Committee

Mrs. Picard-Wambolt stated that the Policy Committee met on Monday, October 6, 2014. Mr. Cullinan provided the committee with an organizational chart for the district. This was the final item necessary for inclusion with the 2000 series of policies, which is now ready to be presented to the full Board for a first vote.

Members began reviewing the 4000 series of policies: Personnel – Certified/Non-certified. The committee considered which policies should be included in the manual as well as any changes, additions and deletions that were necessary. Some policies members chose not to include due to redundancy and several policies were sent for further administrative review to assure they were in keeping with current practice.

Operations Committee

Mrs. Hayes stated that the Operations Committee met on Wednesday, October 8, 2014. Topics discussed included:

- Presentation of Proposed Five-Year Capital Expenditure Plan 2016-2020
- Special Education Wheelchair Van - \$48,514
- Ellington Middle School Phone System - \$48,268
- Windermere Cafeteria Air Conditioning Project - \$52,000
- Ellington High School Exterior Wall Repair - \$24,950
- Ellington High School Cafeteria Air Conditioning Project - \$113,000

In future years, the proposed Five-Year Capital Plan provides for air conditioning in the cafeterias at Ellington Middle School and Center School; re-painting and re-surfacing of the gymnasium floor at Ellington High School; heating control projects at Ellington Middle School and Ellington High School; funds for security enhancements; and replacement of vehicles.

Curriculum Committee

Mr. Blanchette stated that the Curriculum Committee met on Friday, October 17, 2014. Four new courses at Ellington High School were proposed: UCONN ECE French (full year), Speech and Debate (.5 credit), Fashion Design (.5 credit), and Yoga for Health and Fitness (.5 credit). Board members expressed enthusiasm and support for the proposals.

Dr. McGurk and Mrs. Cirillo updated the committee on summer curriculum projects, and Dr. McGurk also updated the committee on the implementation of the new mathematics programs in grades K-5 and in grades 7 and 8. The next meeting of the Curriculum Committee is scheduled for Friday, December 5, 2014.

Special Board Committee ReportsCommunications Committee

Mrs. Kiff-Judson reported that the Communications Committee met on Tuesday, October 7, 2014, with John Collins, Director of Technology, as a guest. There was a discussion/review of Communications Framework for the Ellington Board of Plans/Activities for 2014-2015. Topics included Board Communications on Legislative Issues, Community Forums, Email Distribution Lists/Calendars, Backdrops, North Central News/Reminder, and a Budget Basics Flyer.

Administrative ReportsSuperintendent's Report(s)Monthly Building Projects Update

Mr. Cullinan started by commending Mr. Larkin on a wonderful tour that evening of the renovations and continued work at Crystal Lake School. Since the last Board of Education meeting there have been several meetings related to the projects. There have been three Crystal Lake School construction meetings (September 18, October 2 and 16); a Plan Completion Test meeting with the Connecticut State Department of Education for the two playgrounds and the Windermere Furniture, Fixtures and Equipment on September 24, 2014. There was a Permanent Building Committee meeting on October 14, 2014. There was also an issue related to Phragmites that was discussed at Inlands and Wetlands on Monday.

The Connecticut State Department of Education accepted the two playgrounds and the Furniture, Fixtures and Equipment for Windermere although there is still information to be submitted by Silver/Petrucelli. In general Phase 1 at Crystal Lake School is slightly ahead of schedule. However, being ahead in Phase 1 does not mean Phase 2 can start earlier.

Monthly Instructional Report – September 2014

Mr. Cullinan stated that the September report was included in the board packet. The report contains the results of the CMT science testing, grades 5 and 8, and the CAPT science testing, grade 10.

Crystal Lake School reported on the school's Responsive Classroom work, the first PTO meeting, and the Governor's Summer Reading Challenge. Students also 'participated' in the construction process at a school wide assembly by signing a steel beam being used to frame the new addition.

Center School reported on Constitution and Citizenship Day, the first PTO meeting, a welcome back luncheon for teachers, school picture day, Mixed Bags fundraiser, a welcome back Bingo Night, an upcoming Fire Prevention assembly, and the Governor's Summer Reading Challenge.

Windermere School reported on the guidance department visiting fifth grade classrooms to welcome and assist students in their transition to intermediate school, the infusion of the *Whale Wonder Award*, the first PTO meeting, and a new recognition award - the *Tireless Teacher Award*.

Ellington Middle School reported on work related to the Teachers College; curriculum work in language arts, math, social studies; and science; new Spanish texts; SRBI review; Professional Development activities; Student council elections; and their annual Open House.

Ellington High School reported on the well-attended teacher/parent mini conference night, the implementation of Google documents and the Chromebooks, the first principal's advisory meeting, a new student breakfast hosted by the guidance department, and administration of PSAT testing in October.

Dr. LaPorte met with a team of administrators to review EHS midterm reports of students with special needs and the subject areas needing attention along with intervention strategies. She also facilitated a co-teaching workshop and discussed ideas related to instruction, curriculum, modifications, accommodations, grading, IEP meetings, and parent communication. Last, a district dyslexia team will meet in October.

#### Superintendent's Goals 2014-2015

Mr. Cullinan outlined his proposed goals for the 2014-2015 school year. Following each goal was a list of measures to achieve these goals. The goals are:

Goal 1: Maintain as the number one priority throughout the district continuous improvement in student achievement for all students at all levels.

Goal 2: Increase community support for the Ellington Public Schools through a better understanding of student achievement in the academic and extracurricular programs offered by the district.

Goal 3: Assist the Board of Education in remaining current with local, state and federal legislation, educational initiatives, and educational issues pertinent to the responsibilities of the Board.

Goal 4: Manage the district's resources to achieve the highest educational achievement in the most cost effective manner.

Annual Enrollment Report

Mr. Cullinan reported that the student enrollment for October 1 is considered the official enrollment for all school districts in Connecticut. He stated that included in the board packet is a copy of the October 1, 2014 enrollment for the Ellington Public Schools as well as the enrollment data for the prior year 2013-2014. The official enrollment for the Ellington Public Schools pre-kindergarten through grade 12 is 2,656 students. The highlights of this data include:

- The 2014-15 student enrollment shows a decrease of one (1) student from the previous year.
- There are significant differences per grade level as follows:
  - Kindergarten = Decrease of 1 student
  - Grades 1-4 = Decrease of 21 students
  - Grades 5 & 6 = Increase of 19 students
  - Grades 7 & 8 = Increase of 25 students
  - Grades 9-12 = Decrease of 23 students
- The 2014-15 student enrollment contains 51 more students than the NESDEC projection.
- The differences between actual enrollment and the NESDEC projection are as follows:
  - Kindergarten = 18 more students than projected
  - Grades 1-4 = 20 more students than projected
  - Grades 5 & 6 = 15 more students than projected
  - Grades 7 & 8 = 11 more students than projected
  - Grades 9-12 = 12 less students than projected

Board Liaison ReportStudent Representative Report

Student Representative Roy reported on the Student Advisory meeting, sophomores and juniors taking the PSATs, many seniors taking the SATs, the upcoming Spirit Week and Homecoming, and recent win for the Ellington Knights football team under the lights. Unfortunately, both the boys' and girls' soccer teams lost. On November 4, the 2015 and 2016 classes will be having a bake sale during elections to help with the cost for prom. Also in November is the annual Rise Above dodge ball tournament.

ACTION ITEMS

A motion was made to add as Action Item #8, the acceptance of the personal retirement request of Nancy Daley.

1<sup>st</sup>. A. Hayes2<sup>nd</sup>. T. Kiff-Judson

VOTE: Unanimous. The motion passed.

ELLINGTON BOARD OF EDUCATION MEETING - OCTOBER 22, 2014

5510

1. A motion was made that upon the recommendation of the Policy Committee, the Board hold a first vote to rescind all policies contained in the current Board of Education Policy, Section 2000 – Administration and adopt in its place, the revised Ellington Public Schools: Administration: Series 2000 as presented.

1<sup>st</sup>. K. Picard-Wambolt      2<sup>nd</sup>. T. Kiff-Judson

VOTE: Unanimous. The motion passed.

2. A motion was made that the Board approve the appointment of Jennifer Bordieri as the Assistant Principal of Windermere Elementary/Intermediate Schools effective November 3, 2014 at the annual salary of \$104,316 (to be prorated).

1<sup>st</sup>. M. Purcaro      2<sup>nd</sup>. K. Picard-Wambolt

VOTE: Unanimous. The motion passed.

3. A motion was made that the Board accept, with regret and best wishes, the retirement request of Keith Arvisais, head custodian at Windermere School, effective October 2, 2014.

1<sup>st</sup>. T. Kiff-Judson      2<sup>nd</sup>. A. Hayes

VOTE: Unanimous. The motion passed.

4. A motion was made that the Board accept, with regret and best wishes, the retirement request of Sandy Suib-Dutcher, district preschool director and Child Find Coordinator, effective June 30, 2014.

1<sup>st</sup>. A. Hayes      2<sup>nd</sup>. T. Kiff-Judson

VOTE: Unanimous. The motion passed.

5. A motion was made that the Board formally adopt the 2014-2015 District Instructional Plan as presented by the administration.

1<sup>st</sup>. A. Hayes      2<sup>nd</sup>. M. Young

VOTE: Unanimous. The motion passed.

6. A motion was made that the Board formally adopt the Multi-Year Academic Support Plan 2014-2015 & Beyond as presented by the administration.

1<sup>st</sup>. M. Purcaro      2<sup>nd</sup>. A. McNamar

VOTE: Unanimous. The motion passed.

7. A motion was made that the Board approve the Superintendent's Goals for the 2014-2015 school year as presented.

1<sup>st</sup>. K. Picard-Wambolt      2<sup>nd</sup>. T. Kiff-Judson

VOTE: Unanimous. The motion passed.

8. A motion was made that the Board accept, with regret and best wishes, the retirement request of Nancy Daley, Administrative Assistant to the Superintendent/Human Resource Coordinator, effective December 27, 2014.

1<sup>st</sup>. G. Blanchette      2<sup>nd</sup>. M. Young

VOTE: Unanimous. The motion passed.

#### OLD BUSINESS / NEW BUSINESS

There was no old or new business.

#### Superintendent Search Update

Mr. Keune informed the Board that the request for qualifications have been published with a deadline of October 30. The Board will schedule a special meeting to begin discussion of the search process.

#### CABE/CAPSS Conference

Mrs. Picard-Wambolt stated that the conference will be held on November 14 and 15, 2014. Mr. Cullinan stated that those members who attend workshops will report out on those workshops at the November meeting.

A motion to adjourn was made at 8:35 p.m.

1<sup>st</sup>. M. Purcaro      2<sup>nd</sup>. T. Kiff-Judson

VOTE: Unanimous. The motion passed.

Respectfully submitted,

AMH/ad

Ann Marie Hayes  
Secretary