

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

June 8, 2016

A regular meeting of the Ellington Board of Education was held on Wednesday, June 8, 2016, in the School Administration Building.

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

Present were: Messrs. Keune, McNamar, Young; Mesdames Kiff-Judson, Hayes, Foster, Picard-Wambolt, and Socha; Dr. Scott Nicol, Superintendent of Schools; Dr. Kristy LaPorte, Director of Special Services; Dr. Erin McGurk, Director of Educational Services; and Mr. John Collins, Director of Technology. Mr. Purcaro, Mr. Blanchette, and Student Representative Joy were absent.

Also in attendance was Mr. Neil Rinaldi, Principal, Ellington High School; Director of Finance & Operations elect, Mr. Brian Greenleaf.

### CITIZENS AND STAFF FORUM

No one addressed the Board.

### 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 twelve were adopted.

1. Approval of the Minutes of the May 25, 2016 Regular Board Meeting.
2. Approval of the Minutes of the May 16, 2016 Special Meeting.
3. Approval of the employment of Daniel Bronko as grade 3 teacher at Crystal Lake School, effective August 29, 2016.
4. Approval of the employment of Victoria Brooke as a Kindergarten teacher at Windermere School, effective August 29, 2016.
5. Approval of the employment of Christine Cannon as a music teacher at Crystal Lake School, effective August 29, 2016.
6. Approval of the employment of Rachael Cerutti as a Kindergarten teacher at Center School, effective August 29, 2016.

7. Approval of the employment of Emma Czaplinski as language arts teacher at Ellington Middle School, effective August 29, 2016.
8. Approval of the employment of Erin Hallisey as a grade 2 teacher at Center School, effective August 29, 2016.
9. Approval of the employment of Briana Lazure as a grade 4 teacher at Windermere School, effective August 29, 2016.
10. Approval of the employment of Allison Madru as a grade 5 teacher at Center School, effective August 29, 2016.
11. Approval of the employment of Lauren Smaglis as a grade 3 teacher at Center School, effective August 29, 2016.
12. Acceptance of the resignation of Janine Galvin, math teacher at Ellington High School, effective June 10, 2016.

## REPORT AND DISCUSSION ITEMS

### Special Reports

#### Diversity Presentation – Sapna Raghavan

Mr. Rinaldi introduced Ellington High School senior Sapna Raghavan, who was Miss Connecticut Teen. Her platform in the pageant was diversity, and Miss Raghavan shared her trials and tribulations as a minority student with the Board members.

Mr. Rinaldi stated that she has enriched the culture of the town and the community with her initiation of a Cultural Diversity Night and school presentations. In her presentations to students in grades four through seven, Miss Raghavan discussed bullying, acceptance of diversity, and ways students can advocate for themselves. Board members thanked her for her positive contributions to the school district and for increasing cultural awareness in the community.

#### Recognition of Board of Education Student Representative

Mr. Keune recognized Daniel Joy for his service as student representative with thanks from the Board, administration and student body for an outstanding job. He noted his commitment and inspiration as a Board Liaison for Ellington High School. Unfortunately, Mr. Joy was unable to attend this meeting due to a scheduling conflict with his final exams.

Presentation of Student Representative to the Board of Education 2016-2017

Mr. Rinaldi introduced Grace Hinckley as the new student representative selected as a Board Liaison for Ellington High School. Mr. Rinaldi described Miss Hinckley as an outstanding, articulate student who is very active with the Opening Knight Players, her church group, the Principal's Advisory Committee, the Unified Theater, the Vocal Ensemble, and the Ellington Community Theater. She is also a tutor and teaches dance classes. Miss Hinckley has won a scholar/leadership award and is involved in community volunteering. The Board members welcomed her, and she expressed her gratitude and eagerness for the position.

Regular Board Committee Reports

Finance Committee

Dr. Young stated that the Finance Committee met on June 1, 2016. They reviewed the 2015 – 2016 Food Service Financials. Patty Patton reported on the monthly financials for the School Food Services. She reported gross revenues of \$553,143.06. She estimated the program will end with at least a \$13,185.32 loss (June accounting is not complete at the time of the report) in line with last year's performance. She recommended that no changes in hiring or pricing be made for fall 2016 in hopes that growing participation continues to increase. Further, she recommended that decisions be revisited in January 2017 once the program is underway and participation for next year is apparent.

The committee also reviewed the contract status for Non-Represented Staff. Non-represented staff whose contracts are up for renewal were invited to speak to the committee with regard to their interests. Dr. Nicol explained that his goal is to get all the non-represented staff contracts aligned for a two year renewal process. Suzanne Levandoski was the sole staff member making a presentation.

Dr. Young stated that the next topic was the Proposed Chromebook Refresh. Present for this discussion were John Collins, Director of Technology, Michael Nash and Jenna Dhandapani, Technology Integration Specialists; and Michael Varney, Board of Finance (BOF) Liaison. Mr. Collins asked that the subcommittee consider how devices bought recently might be put on a strategic refresh rate, perhaps combining town services and school needs for some aspects of the renewal program. Mr. Collins presented slides describing his proposed plan that would acquire about 620 Chromebooks each year to allow all students in grades 1 through 12 full access in the schools. The plan would start with \$33,000 a year to refresh and grow the inventory of Chromebooks in the schools. The \$33,000 would need to be expanded across four years, adding an additional \$33,000 each year, until a four-year cycle is created. In addition to the full access to Chromebooks initiative, the schools must also renew their administrative

desktop and networking infrastructure. To date, about every four years the schools have worked with the town to complete a capital improvements project to add/refresh computer hardware, each time running about \$73,000. The next cycle would be 2018 if that process is maintained. Mr. Collins in concert with Mr. Varney proposed increasing that amount to approximately \$103,000 to cover all other equipment beyond the Chromebooks. For the town side, Mr. Varney spoke in favor of this approach to increase the traditional capital improvement bond by \$30,000 as a modification of the current \$73,000, which is up in 2017, to reach Mr. Collin's proposed \$103,000.

Extended discussion ensued. Mr. Collins' proposal included a change to the way parents and schools share the insurance liabilities for damaged or lost Chromebooks. He suggested a three option approach that should be implemented starting Fall 2016 if possible. This will be an action item: Parental Chromebook Insurance Options. These options would be for grades 7 and 8, and possibly for grade 9 in fall 2016 if the additional Chromebooks were acquired for that class. The subcommittee endorsed proceeding with the Insurance Options and agreed to brief the full Board of Education on the discussion related to Mr. Collin's proposal.

Next, Dr. Nicol discussed the Continued Business/Central Office Reorganization. He briefed the subcommittee on background about his efforts to reorganize and enable cross training as well as expand the roles for a career path within the Administration office. As part of this broader plan, he recommended creating a Coordinator of Accounting position to exist outside the support staff bargaining unit, and join the other unrepresented staff. This position would expand the current top tier support staff expectations, adding supervisory duties along with grants accounting responsibilities. Such a revision to the position was endorsed by new Director of Finance and Operations, Brian Greenleaf, who indicated this would enable him to concentrate on additional leadership initiatives. There will be an action item to support the proposal of a "Coordinator of Accounting" position in support of this reorganization process.

Dr. Nicol then discussed the additional workload required in the absence of a Director of Finance and Operations during the budget preparation season. He then recommended \$2,500 for Anita Yost and \$1,000 for Robin Millette in one-time compensation to recognize their added efforts. The subcommittee endorsed this recommendation. This will be an action item.

Lastly, Dr. Nicol discussed the 2016 – 2017 Budget. Based on continuing deliberations with various stakeholders, he presented a proposal for the final reallocation of \$360,797 in Health Insurance account savings from the initial 2015-16 budget. The items will be included in an action item.

### Policy Committee

Mrs. Picard-Wambolt stated that the Policy Committee met on June 6, 2016. The committee reviewed CAFE Policy Updates. Dr. Nicol informed the committee that he has been receiving policies flagged by CAFE for review due mainly to legislative changes. He has been weeding out these policies to determine which policies pertain to our district and require the committee's attention. He presented those policies to the committee. These policies will be thoroughly read and reviewed by committee members; additionally, Dr. Nicol will have each policy reviewed by the appropriate member(s) of the administrative team. Dr. Nicol assured the committee that the district is in full compliance with all legislative changes and laws.

Next, the committee discussed the Policy for Transgender Students. Dr. Nicol presented a comprehensive packet that included background, current state laws, legal definitions, and policy implications. The associated policy is Policy 5145.53 - Transgender and Gender Non-Conforming Youth. Although no major concern has yet to be voiced, the certified staff is looking for guidance on this topic. Committee members were asked to read through the packet of information and consider the sample policies as this will be an agenda item at the next meeting. Dr. Nicol will seek input from the administrative team and teachers prior to that meeting to add to the committee's discussion.

### Communications Committee

Mrs. Kiff-Judson stated that the Communications Committee met on June 7, 2016. They discussed the approach to communications around the budget for this year and what changes should be made for next year.

Dr. McGurk discussed additional ways to establish mini-grants, and Mr. Collins mentioned an organization called Parent Booster USA that is an umbrella – 501(c)(3), which is inexpensive to join. The committee needs to discuss how this would relate to booster clubs. Dr. Nicol may organize a meeting with PTO presidents in late summer to see how a foundation might be initiated.

Lastly, the committee discussed a Technology Communication Plan for summer. This plan included Chromebooks for 9<sup>th</sup> graders, a new website, teacher training for social media accounts, and the new logo.

### Administrative Reports

#### Superintendent's Report(s)

#### Superintendent's Plan Update

Dr. Nicol first spoke in regards to the needs of the students with his second goal, "developing a clear understanding of the school district's culture, strengths and needs in

order to promote continued school improvement.” At Crystal Lake School, he discussed the location of the OT/PT room and the room for the PAL program. To move and prepare these rooms, there is a slight cost that will come out of the contingency fund.

Next, Dr. Nicol discussed a topic related to both goal one, “fostering respectful relationships and productive partnerships with stakeholders within the public schools and within the town of Ellington”, and goal three, “out of district networking to enhance the ability of the Superintendent to help the school district.” He stated that the assistant principal of Tolland High School is spearheading a drug and alcohol collaborative meeting and initiative for the fall. The participants will include the school districts of Ellington, Tolland, Coventry, Stafford, Willington, South Windsor and Vernon.

Lastly, Dr. Nicol discussed the 2016 – 2017 Budget. Based on continuing deliberations with various stakeholders, he presented a proposal for the final reallocation of monies for the 2016-2017 budget which included the 100K reduction by the Board of Finance. The final 2016-2017 budget of \$36,099,749 will be included as an action item.

Annual Notification of Racial Statistics

Dr. Nicol stated that the Ellington school district has no issues with imbalanced racial percentages.

Renewal of Non-Tenured Teachers

Dr. Nicol reported that now that the budget has passed and been approved, he has listed as an Action Item the recall of the reinstatement of the non-tenured staff that were non-renewed in March. The non-tenured teachers who were non-renewed for 2016-2017 who will be recalled are as follows:

Michelle Bashaw  
Colleen Bava  
Emily Bellone  
Nicole Benjamin  
Jennifer Blalock  
Lauren Blum  
Jennifer Bordieri  
Amy Borio  
Shannon Bostiga  
Marissa Boucher  
Jennie Brady  
Juanita Carroll  
Elizabeth Cole  
Lauren Crowley

Erica Lombardi  
Carolyn Lowe  
Douglas Luginbuhl  
Leah Maghini  
Keri McGhee  
Cristen Millen  
Kara Modzelewski  
Allison Morris  
Tammy Moskites  
Christopher Murphy  
Christian O’Neil  
Taylor Parker  
Michelle Patenaude  
Karen Penda

Andrea Cusano  
Rebecca Dean  
Justin DeCormier  
Megan Edwards  
Michael Glasgow  
Megan Glunt  
Catherine Gomez  
Laura Gordon  
Kelley Griffin  
Jessica Hall  
Katherine Johnson  
Caleb Johnston  
Payal Kaur-Aggarwal  
Ines Knospe  
Sherryl King  
Holly Korona  
Matthew Lane  
Danielle Leone

Kathryn Preuss  
Sumitra Ratneshawar  
Kristina Riscassi-Klopper  
Christina Roy  
Christina Saccoccio  
Jason Scavotto  
Dylan Schroth  
Tracy Smith  
Sara Spak  
Jeffery Sparano  
Jamie Stroly  
Jacklyn Tobin  
Jessica Waine  
Mary Walsh  
David Welch  
Mark Wursthorn  
Katherine Zebedeo

#### 2016-2017 Staffing Update

Dr. Nicol provided a brief staffing update for the 2016-2017 school year. He commended Dr. McGurk, administrators and teachers who have worked to fulfill staffing needs. To date, nineteen teachers have been hired, along with the hiring of the new Director of Finance & Operations. Positions still open are for a school nurse at Windermere and a math teacher at Ellington High School.

#### Directors' Reports

##### Update on Educator Evaluation Plan

Dr. McGurk provided an update on the Educator Evaluation Plan. She noted to Board members that they had each been emailed the full plan with the language changes highlighted. All the changes that were made in the plan were made in collaboration with the teacher evaluation committee. Dr. McGurk discussed a few of the changes and stated that there is an action item to formally adopt the teacher evaluation.

Dr. McGurk also stated that there would be a motion to add an Action Item for a Perkins Grant related to the Carl Perkins Grant for Innovation. The grant is associated with developing mastery-based curriculum units in career and technical education.

##### Summer/Extended Year Programming

Dr. LaPorte informed the Board of the numerous visiting teachers, psychologists and administrators from other districts who have recently observed Ellington's successful PAL programming. Regarding the summer programming, it is in place to help students

so they do not regress and maintain skills and knowledge until the next school year. There 114 students currently participating. The ABA/Autism program will run for seven weeks, and the MAP (Multiple Ability) programs will run for six weeks. The other academic programs (preschool through high school) will run for five weeks.

Board Liaison Reports

CREC

Mrs. Picard-Wambolt reported that she attended a finance and audit meeting.

ACTION ITEMS

A motion was made to add as Action Item #9, the approval of one time stipends for the members of the business office staff.

1<sup>st</sup>. M. Young

2<sup>nd</sup>. A. McNamar

VOTE: Unanimous. The motion passed.

A motion was made to add as action item #10, the approval of the Submission of the Carl D. Perkins Career and Technical Grant.

1<sup>st</sup>. J. Foster

2<sup>nd</sup>. A. Hayes

VOTE: Unanimous. The motion passed.

A motion was made to add as Action Item #11, the personnel employment of Jeanne Davis.

1<sup>st</sup>. A. McNamar

2<sup>nd</sup>. J. Foster

VOTE: Unanimous. The motion passed.

A motion was made to add as Action Item #12, the approval of the minutes of the Finance Committee Meeting.

1<sup>st</sup>. M. Young

2<sup>nd</sup>. J. Foster

VOTE: Unanimous. The motion passed.

Move to add as Action Item #13, the approval of the minutes of the Communications Committee Meeting.

1<sup>st</sup>. T. Kiff-Judson

2<sup>nd</sup>. J. Foster

VOTE: Unanimous. The motion passed.

1. A motion was made that upon the recommendation of the Policy Committee, the Board hold a second and final vote to rescind the current Instructional Arrangements – Homework policy and adopt in its place the revised Ellington Public Schools: Policy 6154 – Instructional Arrangements – Homework, as presented.

1<sup>st</sup>. K. Picard-Wambolt

VOTE: Unanimous. The motion passed.

2. A motion was made that upon the recommendation of the Policy Committee, the Board hold a second and final vote to rescind the current Academic Eligibility Standards policy and adopt in its place the revised Ellington Public Schools: Policy 5139 – Academic Eligibility Standards, as presented.

1<sup>st</sup>. K. Picard-Wambolt

VOTE: Unanimous. The motion passed.

3. A motion was made that upon the recommendation of the Policy Committee, the Board hold a second and final vote to rescind the current Bus Transportation policy and adopt in its place the revised Ellington Public Schools: Policy 3541 – Bus Transportation, as presented.

1<sup>st</sup>. K. Picard-Wambolt

VOTE: Unanimous. The motion passed.

4. A motion was made to approve the appointment of Grace Hinckley as the student representative to the Board of Education for the 2016-2017 academic year.

1<sup>st</sup>. J. Foster

2<sup>nd</sup>. K. Picard-Wambolt

VOTE: Unanimous. The motion passed.

5. A motion was made that the Board of Education approve the 2016-2017 Ellington Evaluator Education Plan as presented and recommended by the Ellington Evaluator Education Committee.

1<sup>st</sup>. A. McNamar

2<sup>nd</sup>. A. Hayes

VOTE: Unanimous. The motion passed.

6. A motion was made that the Board of Education approve the Chromebook Insurance Option as presented by the Finance Committee.

1<sup>st</sup>. M. Young

VOTE: Unanimous. The motion passed.

7. A motion was made that the Board renew the contracts of employment of the following sixty-three non-tenured staff for the 2016-2017 school year as read into the record by the Superintendent and contained on Appendix A.

1<sup>st</sup>. J. Foster

2<sup>nd</sup>. A. McNamar

VOTE: Unanimous. The motion passed.

8. A motion was to adopt a Board of Education operating budget for the 2016-2017 year in the amount of \$36,099,749 as recommended and presented by the Superintendent, and grant the authority to the Superintendent to effectuate the necessary personnel changes as recommended by the Finance Committee.

1<sup>st</sup>. M. Young

2<sup>nd</sup>. K. Socha

VOTE: Unanimous. The motion passed.

9. A motion was made to approve one time stipends for members of the business office staff as recommended by the Finance Committee. Anita Yost will receive \$2,500 and Robin Millette will receive \$1,000.

1<sup>st</sup>. M. Young

VOTE: Unanimous. The motion passed.

10. A motion was made to approve the Submission of the Carl D. Perkins Career and Technical Grant in the amount of \$15,868.

1<sup>st</sup>. J. Foster

2<sup>nd</sup>. A. Hayes

VOTE: Unanimous. The motion passed.

11. A motion was made to approve the appointment of Jeanne Davis as a special education teacher at Center School, effective August 29, 2016.

1<sup>st</sup>. A. Hayes

2<sup>nd</sup>. J. Foster

VOTE: Unanimous. The motion passed.

12. A motion was made to approve the minutes of the Finance Committee Meeting held on May 31, 2016.

1<sup>st</sup>. J. Foster

2<sup>nd</sup>. M. Young

VOTE: Unanimous. The motion passed.

13. A motion was made to approve the minutes of the Communications Meeting held on June 7, 2016.

1<sup>st</sup>. T. Kiff-Judson

VOTE: Unanimous. The motion passed.

#### Executive Session

A motion was made at 8:50 p.m. to enter into executive session for the purpose of review of exempt documents pertaining to contract negotiations and to invite the Superintendent of Schools, Dr. Scott Nicol, into the executive session.

1<sup>st</sup>. M. Young

2<sup>nd</sup>. J. Foster

VOTE: Unanimous. The motion passed.

The Board came out of executive session at 9:09 p.m.

A motion was made to add as action item #14, the approval of the contract of employment for the Administrative Assistant to the Superintendent of Schools/HR Coordinator.

1<sup>st</sup>. M. Young

2<sup>nd</sup>. J. Foster

VOTE: Unanimous. The motion passed.

14. A motion was made to approve to approve the 2016-2017 contract for the Administrative Assistant to the Superintendent of Schools/HR Coordinator with a salary increase of 3.2%.

1<sup>st</sup>. M. Young

2<sup>nd</sup>. J. Foster

VOTE: Unanimous. The motion passed.

A motion to adjourn was made at 9:10 p.m.

1<sup>st</sup>. M. Young

2<sup>nd</sup>. J. Foster

VOTE: Unanimous. The motion passed.

Respectfully submitted,

Ann Marie Hayes

AMH/amd