

Board of Education
August 13, 2013 – Regular Meeting
Colchester Town Hall - Room 1
127 Norwich Avenue

Members Present: Chairman Ronald Goldstein, Donald Kennedy, Mary Tomasi, and Mitch Koziol

Members Absent: Michael Egan, John Reeve, Bradley Bernier

Administrators

Present: Superintendent Jeffry Mathieu, Principal Deborah Sandberg, Assistant Principals Dr. Jennifer Olsen, Jennifer Reynolds, Director of Teaching and Learning Barbara Gilbert, Chief Financial Officer Maggie Cosgrove.

Others Present: Cafeteria Manager Sharon Floyd

1. Call to Order

Chairman Ronald Goldstein called this meeting to order at 7:12 PM.

2. Citizen Comments

No comments were received.

3. Additions to the Agenda by the Board of Education

Superintendent Mathieu requested adding Item 8.1.2 – CMT, CAPT, and AP Data, , and under Executive Session 14.6 – Legal Issue, and removing 14.2 – Request for Unpaid Leave of Absence.

Motion by: D. Kennedy

To add Items 8.1.2 and 14.6 and to remove Item 14.2 as requested.

Second by: M. Tomasi

Vote: Unanimous

4. Citizens Comments on Additions to the Agenda

No comments were received.

5. Approval of Minutes

Minutes of the Board of Education July 9, 2013, Regular Meeting were presented for approval.

Motion by: M. Tomasi

To approve the minutes of the July 9, 2013, Regular Meeting of the Board of Education, as read.

Second by: D. Kennedy

Vote: Opposed: No one
Abstaining: M. Koziol (absent from meeting)
In favor: All others present. Approved.

6. Communications/Correspondence

None received.

7. Celebrations

None this meeting.

8. Administrative Reports

8.1 Superintendent's Report

8.1.1 JJIS Assistant Principal

Principal Deborah Sandberg introduced new JJIS Assistant Principal Jennifer Reynolds to the Board.

8.1.2 CMT, CAPT and AP Data

Director of Teaching and Learning Barbara Gilbert summarized the data which was released this afternoon. A more detailed report with analysis will be presented at one of the September meetings.

8.2 Financial Reports

8.2.1 Monthly Budget Report

Budget Committee Chairman Don Kennedy reported on the current budget report. As this is the first month of the new budget year, many of the encumbrances have not yet been made.

8.2.2 Requests for Budget Transfers

None this month.

8.2.3 Notification of Transfers

None this month.

8.2.4 Health Insurance Account - May & June Reports

Budget Committee Chairman Don Kennedy reported on the status of the Health Insurance Reserve, noting that the year ended about "even" with the start of the year.

9. Unfinished Business

9.1 WJJMS Capital Needs and Status of Building Project

Chairman Goldstein reported that renderings of the project are being displayed in Town Hall and the Building Committee is working on a brochure. Two public information sessions will be held prior to a Town Meeting scheduled for September 18, 2013. The project will move to referendum on October 1, 2013.

9.2 Otherwise Lawful Possession of Firearms on School Property Policy #1700 – Second Reading (Enclosure)

The Policy Committee recommended that the language in policy #1700 be modified to reflect the current standard definition of law enforcement officer and for clarification of the references to state statutes.

Motion by: D. Kennedy

To approve the proposed modifications to Otherwise Lawful Possession of Firearms on School Property Policy #1700.

Second by: M. Tomasi

Vote: Unanimous

9.3 Weapons and Dangerous Instruments Policy #5131.7 – Second Reading

The Policy Committee recommended changes to policy #5131.7 so that it is consistent with policy #1700.

Motion by: M. Tomasi

To approve the proposed changes to Policy #5131.7 Weapons and Dangerous instruments.

Second by: D. Kennedy

Vote: Unanimous

9.4 Procedures for Bus Safety Policy #3541.35 – Second Reading

The Policy Committee determined that this policy is obsolete, as student bus and van transportation is contracted. Hiring requirements for student bus and van drivers are included in the contracts with the service providers. These requirements include background checks and non-discrimination laws. The Committee recommended that this policy be removed from Colchester Public School Policies Manual.

Motion by: M. Tomasi

To approve the removal of obsolete Policy #3541.35 Procedures for Bus Safety from the Colchester Public Schools Policies Manual.

Second by: D. Kennedy

Vote: Unanimous

10. New Business

10.1 Request for Approval of Action-Research Project

WJJMS SRBI Paraprofessional Katie Kehoegreen explained to the Board her action-research proposal on the effectiveness of instructional videos in a Tier III intervention mathematics setting. Ms. Kehoegreen will use the research to fulfill the requirements of the Educational Technology Master's program at Eastern Connecticut State University. WJJMS Principal Chris Bennett supports this research.

Motion by: M. Tomasi

To approve the request to conduct an action-research project on the effectiveness of instructional videos in a Tier III intervention mathematics setting, with the requirement that she present her findings to the Board when the project is completed.

Second by: D. Kennedy

Vote: Unanimous

10.2 Notification of Resignation

A letter of resignation was received from Ms. Nila Kaczor. Ms. Kaczor has been a math teacher at CES and JJIS since August 2007.

Motion by: M. Tomasi

To accept the resignation of Ms. Nila Kaczor.

Second by: D. Kennedy

Vote: Unanimous

10.3 Approval of State Infrastructure Grant Application (Revised Handout Provided)

Director of Teaching and Learning Barbara Gilbert, who wrote the grant application, explained the process to the Board. Governor Malloy announced on August 2, 2013 that funds are available through a new technology grant for school districts to bring more computers into classrooms and increase internet bandwidth. Awards will be determined based on the town wealth measure (construction reimbursement), ours being approximately 62%. Board Chair Goldstein requested that copies of the grant be sent to our state representatives.

Motion by: M. Tomasi

To approve the state infrastructure grant application in the revised amount of \$817,727.

Second by: D. Kennedy

Vote: Unanimous

10.4 Job Description Early Childhood Coordinator

This job description was updated to reflect a change in employment terms and essential duties and responsibilities. The draft was developed by the Personnel Committee. Board member Koziol questioned the requirement for a tuberculosis screening. After discussion the Board agreed the requirement should be removed from the job description.

Motion by: M. Tomasi

To approve the proposed Early Childhood Coordinator job description with the removal of a tuberculosis screening requirement.

Second by: D. Kennedy

Vote: Unanimous

10.5 Early Childhood Coordinator Transition Plan

Current Early Childhood Coordinator Shelly Flynn previously announced that she is resigning from her position effective September 2, 2013.

At the time of her announcement, Ms. Flynn prepared a Transition Proposal dated July 2, 2013 and presented it to the Board. Ms. Flynn invited questions from the Board on her proposal. Chairman Goldstein noted that an effective transition is critical to the continuing success of our C3 efforts. Ms. Flynn commented that C3 is currently in the midst of many important initiatives, including implementation of the second year of an Early Literacy Grant that we were fortunate to recently have received. The high degree of community collaboration that C3 relies upon requires that the new Coordinator be introduced to numerous community partners. Directors of the Graustein Fund is also very interested in ensuring that we have an effective transition, and they are working with researchers from UConn to study effective leadership transitions. For all of these reasons, the Board decided to adopt the Transition Proposal as presented by Ms. Flynn, as follows:

Motion by: M. Tomasi

- (i) To adopt the C3 Transition Proposal prepared by S Flynn dated July 2, 2013;
- (ii) To compensate S. Flynn on an hourly basis up to the total amount of \$10,000.00; and
- (iii) To provide S. Flynn with family coverage PPO health insurance through February 28, 2014.

Second by: D. Kennedy

Vote: Unanimous

10.6 Proposed Meal Price Increase

Cafeteria Manager Sharon Floyd explained the necessity of meal price increases to keep up with the rising cost of food and to meet the paid lunch equity requirement of the National School Lunch Program.

Motion by: M. Tomasi

To approve the increase in breakfast and lunch prices as presented, effective beginning the 2013-2014 school year.

Second by: D. Kennedy

Vote: Unanimous

11. Chairman's Report

11.1 2013 CABE/CAPSS Convention

Chairman Goldstein reminded Board members about the upcoming CABE/CAPSS Convention.

12. Committee Reports

None this meeting

13. Information Items

13.1 Employees with 20 or more Years of Service

Information items only, no action taken.

14. Executive Session

Motion by: M. Tomasi

To go into Executive Session to discuss Items 14.1, 14.3, 14.4, 14.5 and 14.6 and to invite Superintendent Mathieu into the session.

Second by: D. Kennedy

Vote: Unanimous. Time: 8:25 PM

Chairman Goldstein brought the Board out of Executive Session at 8:56 PM.

14.1 No action taken.

14.2 Removed from agenda.

14.3 Request for Unpaid Leave of Absence

Motion by: D. Kennedy
To approve unpaid leave of absence,
Second by: M. Tomasi
Vote: Unanimous.

14.4 No action taken.

14.5 No action taken.

14.6 No action taken.

15. Adjournment

Motion by: D. Kennedy
to adjourn the meeting.
Second by: M. Tomasi.
Vote: Unanimous.

Chairman Goldstein adjourned the meeting at 8:57 PM.

Respectfully submitted,

Jeffry P. Mathieu