

**\*\*\*\*\*PUBLIC HEARING FOLLOWED BY REGULAR BOE MEETING\*\*\*\*\***

April 20, 2023 in the Central Office Conference Room at 7:00 p.m.

**MOTION # 2 (4/20/23) was made (Wilson/Muschiano) for the Board to approve the Consent Agenda as presented; all in favor; motion passes.**

#### IV. ADMINISTRATIVE REPORTS

##### 1. PRINCIPAL'S REPORT (Submitted by Amy L. Suffoletto)

###### Students as a Focal Point

- Volleyball season ended in early April. It was a great season for the intramural volleyball team.
- Track season is underway this spring. Grades 5-8 are able to participate in skills-based instruction to learn about track.
- **Drama Production** - *Charlotte's Web* for grades 2-5 was a great performance. Students, as well as, Mrs. Loranger and Ms. Barber, put together a great show!
- **Connecticut State Assessment Individual Student Reports (SBAC, CTAA, CAPT, CMT, Skills Checklist)** - 2023 testing season is underway, our teachers have completed training for our alternative assessment to administer to a select group of students who qualify for that specific test. CT SBAC is scheduled from April 24th-27th.
- **School Lunch Program**- School lunch continues to be free through the end of the year.
- **SRBI** ~ SRBI Session 3 began on Monday, February 6th and continues through March 17, 2023. SRBI provides literacy and math services to 29 students currently (Kindergarten - 8<sup>th</sup> grade), some receive both literacy and math. SRBI provides services to all students, as it is a general education initiative. Tier 1 is provided in the general classroom by the general education teacher during WIN block. In grades K-4, Tier 2 and Tier 3 support is provided by our SRBI Interventionists or classroom teacher during WIN/Science-Social Studies. In grades 5-8, Tier 2 support is provided by our general education Reading and Math teachers during the WIN block with consultation with our SRBI Interventionist. Mini-data team meetings will be held around progress reports to identify student needs within SRBI.
- **Upcoming:**
  - 4/20 YSB Hidden in Plain Sight
  - 4/21 CT State Police K9 Demonstration
  - 4/24-4/27 SBAC Grades 3-8
  - 4/28 Grades 5/6 Movie Night
  - 5/5 Grades 6, 7, 8 "City that Never Sleeps Dance"
  - 5/8 - 5/12 YSB Screen Free Week and VES Spring Book Fair
  - 5/11 NJHS Induction Ceremony 6pm
  - 5/18 Grade 7,8 Science Fair 6pm
  - 5/25 Night of the Arts and Spring Concert
  - 5/26 Early Dismissal 1PM - Professional Development
  - 5/30 8th Grade Breakfast 9:30am
  - 5/31 PTO and YSB BMX Assembly

**MOTION # 3 (4/20/23) was made (Muschiano/Wilson) to approve the following calendar changes/updates: Friday, May 26, 2023 change from a NOON dismissal to a 1:00 p.m. dismissal; the last day of school for 8<sup>th</sup> graders will be June 9<sup>th</sup>; the last day for all other students will be June 15<sup>th</sup>; and the date for the 8<sup>th</sup> grade graduation will be June 12<sup>th</sup> at 5:30 p.m.; all in favor; motion passes.**

###### Curriculum, Learning, and Instruction

- **VES Website** - Great effort has been made to update and post current information/resources for families. Updates to our website continue as new information changes.
- **VES Google Calendar** - Staff continues to utilize the Google Calendar tool this year, which highlights the important events taking place at VES and in our community. All regularly scheduled meetings take place through our online calendar.
- **Meetings** - Include regular meeting of the following committees as needed: English/Language Arts, Mathematics, TEAM, Wellness, Student Services Department, Safe School Climate, Crisis Intervention Team, Transportation, School Readiness Council, Indoor Air Quality/Tools for Schools/Safety, School Security and Safety, JHS/HS Transition, and a Faculty Meeting monthly as determined logistically.

- **Grants/Reports/Applications**

- **Connecticut Office of Early Childhood** - The monthly School Readiness Reports for the Voluntown Elementary School Pre School and School Readiness Program are submitted through the ECE reporting system.
- **FY 22 School Readiness and Quality Enhancement Grants** – Updated information has been provided by the Office of Early Childhood for the upcoming fiscal year and the grants were approved and are drawn down monthly in the grant system for expenditures.
- **FY 23** allocations for the Priority and Competitive School Readiness Enrollment-based Grants have been disbursed. SR has received a sum of \$21,000 to be disbursed for programming. This money can be used to improve our program, which may be through building our Natural Playground.

**Building, Grounds, and Transportation & Safety**

- Brian Kallio, Director of Maintenance, continues to review, implement, and address needs within our school building and on our grounds.
- Anne Michaud, Director of Transportation, continues to review and address needs within our transportation department.

**Community and Public Relations**

- **PTO** - Suggestions are welcome. Contact Hailie Davis [hdavis@voluntownct.org](mailto:hdavis@voluntownct.org). The Disney Family Dance was a huge hit. A K9 Demonstration and a BMX assembly have been reserved with PTO and YSB.
- **Youth Service Bureau/Local Prevention Council** – The YSB-LPC Advisory Board meets virtually on the third Wednesday of each month at 5:00 p.m. Contact Melinda Bryan [mbryan@voluntownct.org](mailto:mbryan@voluntownct.org). Many programs are underway.

**2. DIRECTOR OF STUDENT SERVICES** (by Lloyd A. Johnson, Ph.D)

Tabled to next month.

**3. SUPERINTENDENT OF SCHOOLS** (Submitted by Adam S. Burrows)

- Calendar of Events for April, May and June 2023
- The District Enrollment Report noted 253 students in Pre-K to 8<sup>th</sup> grade and 126 high school students is a total of 379.
- \$93,448.28 has been returned to the Town of Voluntown Undesignated Fund from grants, rebates, and other unanticipated savings received.
- NJHS Induction Ceremony will take place on Thursday, May 11, 2023 at 6:00 p.m. in the Library.
- NFA Board of Trustees Meeting Agenda for April 18, 2023
- CABE Policy Highlights – March 17, 2023 (Developing AI Policy Guidelines); March 31, 2023 (Parents Rights); and April 14, 2023 (Dress and Grooming)
- There were 30 students in the 8<sup>th</sup> grade graduating class who are now in 12<sup>th</sup> grade and 30 or 100% of them are graduating from high school this June, 2023.  
27 are currently enrolled in one of our designated high schools, 2 have moved out of state, but are graduating, and one has moved to Montville. Our Graduation rate is 30/30 or 100%.
- As of 3/31/23, 76.85% of our \$6,850,333 budget has been expended and we have an available balance of \$1,585,802.38.
- Mr. Burrows distributed the Eastconn school calendar.
- Health Insurance:
 

22-23	\$675,031
23-24	<u>\$632,002</u> Proposal

 Reduction (\$43,029) as of 4/20/23. Savings are due to reduction in staffing.

**VIII. OLD BUSINESS**

**1. Budget Proposal for 2023-24**

See information and motion # 1 above.

This proposal includes:

- Negotiated salaries for teachers and classified faculty and staff with non-certified to be negotiated.
- The projected cost for outplacement of Special Education students based on identified needs.
- Projected cost of tuition based on the numbers attending eight designated high schools.
- A projected increase of 7.7% in the cost of health insurance premiums. A slight reduction in the overall amount for the 2023-2024 health benefits is the result of resignations.

#### Timeline for the 2023-2024 Budget Development

Thursday	04-20-23	Public Hearing about the 23-24 education budget proposal and Board of Education approval of the 23-24 budget proposal
Thursday	04-17-23	Approved budget proposal for 23-24 sent to Town Clerk
Tuesday	05-23-23	Annual Town Budget Meeting – Tentative

## **2. Federal and State Grants**

The following is a summary of short-term grants:

- COVID Relief Fund (\$176,639 – Expended)
- Elementary/Secondary Emergency Relief Funds or ESSER I (\$32,674 – Expended)
- Elementary/Secondary Emergency Relief Funds or ESSER II (\$136,204 being expended)
- American Rescue Plan or ARP-ESSER III (\$306,105 being expended)
- Special Education Stipend Grant (\$20,000 Expended)
- ESSER II Special Education Recovery Grant (\$30,000 – Approved)
- ESSER II Bonus Special Populations Recovery Grant (\$25,000 – Approved)
- ESSER II Bonus Dyslexia Recovery Grant (\$3,250 - Approved)
- Homeless Grant (\$1,770 – Application Submitted)
- USDA School Lunch Program Equipment Grant (\$25,000 Expended)
- Comcast local grant to school systems (\$3,500 approved and being expended)
- Sp. Ed. Grants (\$10,000 for Certified and \$5,000 for Non-certified – Expended)
- HVAC Grant request of \$170,000 to State of Connecticut (submitted on 12/1/22)
- Special Education Stipend Grant #2: Application from CSDE will soon be distributed.

The above grants are additional allocations for a wide variety of COVID and other related priorities especially related to improving air quality in schools throughout the nation, addressing learning loss, supporting technology connectivity, additional PPE of Personal Protective Equipment, etc. These funds were not used to replace the day-to-day and year-to-year school expenditures for our local school budget. These federal grants require us to maintain a “Continuity of Services” during this time to implement health and safety protocols and addressing learning loss during the time of COVID.

## **3. Building Committee Update**

The April 4, 2023 Building Committee Agenda and minutes to the March 2, 2023 meeting were provided to the Board.

A contract has been signed to start the asbestos abatement project during the week of June 19, 2023 in the 1954 and 1970 sections of the school building. High quality carpets will also be installed.

CT Communications completed a telephone upgrade at VES during the April vacation.

## **4. Technology**

A comprehensive job description was reviewed and discussed for an IT Coordinator. Suggested changes were made. This item was further discussed in Executive Session.

## **5. Vision of an 8<sup>th</sup> Grade Graduate**

A “DRAFT” of a Vision of an 8<sup>th</sup> Grade Graduate was provided. Tabled to the next meeting.

**IX. NEW BUSINESS**

**1. Personnel**

**MOTION # 4 (4/20/23)** was made (Grant/Wilson) to accept Jim Ward's resignation as the IT Consultant as of June 30, 2023. The Board thanks Jim for his 30+ years of service to VES; all in favor; motion passes.

**MOTION # 5 (4/20/23)** was made (Muschiano/Wicks) to approve LoraJane Stamper as an unpaid intern from Western Governor's University; all in favor; motion passes.

**MOTION # 6 (4/20/23)** was made (Grant/Kalwara) to approve Liam Fitzpatrick, Krystal Fitzpatrick, Melanie Fargosa, and Sherry Bishaw as Summer Custodians; all in favor; motion passes.

**MOTION # 7 (4/20/23)** was made (Grant/Kalwara) to approve Katelyn Stockford, Sue Dander, and Julia Stands as Summer School Special Education Teachers; all in favor; motion passes.

**MOTION # 8 (4/20/23)** was made (Grant/Muschiano) to approve Lynne McCullough as the Summer School Speech/Language Pathologist; all in favor; motion passes.

**MOTION # 9 (4/20/23)** was made (Grant/Muschiano) to approve Tina Brayman as a Summer School Para; all in favor; motion passes.

**MOTION # 10 (4/20/23)** was made (Grant/Muschiano) to approve Terry Quintas as the Summer School Nurse; all in favor; motion passes.

**MOTION # 11 (4/20/23)** was made (Kalwara/Muschiano) to approve Shawna Stephanski as the Summer School Secretary; all in favor; motion passes.

**2. Field Trip**

**MOTION # 12 (4/20/23)** was made (Kalwara/Muschiano) to approve the out-of-state 2<sup>nd</sup> grade field trip to the Southwick Zoo in Mendon, MA; all in favor; motion passes.

**3. Eighth Grade Graduation Date**

A combined motion (# 3) was made to approve the Eighth Grade graduation date of Monday, June 12, 2023 at 5:30 p.m.

**4. REAP Grant**

**MOTION # 13 (4/20/23)** was made (Wilson/Grant) to authorize the Superintendent to sign and submit the 23/24 Federal REAP Grant; all in favor; motion passes.

**5. BOE Goals for 2023/24 (First reading)** Suggested changes can be sent to the BOE Clerk.

**6. Administrative Goals for 2023/24 (First reading)** Suggested changes can be sent to the BOE Clerk.

**7. Evaluation of the Superintendent of Schools for 2022/23**

**MOTION # 14 (4/20/23)** was made (Muschiano/Kalwara) to move this Agenda item to Executive Session; all in favor; motion passes.

**8. School Use Request (Tamarack Lodge)**

**MOTION # 15 (4/20/23)** was made (Wilson/Grant) to deny the school use request from Tamarack Lodge; all in favor; motion passes.

## 9. School Mental Health Grant

**MOTION # 16 (4/20/23) was made (Kalwara/Wicks) to authorize the Superintendent to sign and submit the School Mental Health Grant; all in favor; motion passes.**

## X. UPCOMING MEETING(S)/AGENDA ITEMS:

- BOE Meeting – Thursday, May 11, 2023, at 7:00 p.m. in the Central Office Conference Room
- Annual Town Budget Meeting – Tuesday, May 23, 2023 at 7:00 p.m. (tentative)
- 2023-2024 Budget Proposal
- Building Committee Update
- Technology Update
- Personnel
- Vision of an 8<sup>th</sup> Grade Graduate
- BOE Goals for 23/24 (2<sup>nd</sup> reading)
- Administrative Goals for 23/24 (2<sup>nd</sup> reading)
- Evaluation of the Superintendent of Schools 22/23 (2<sup>nd</sup> reading)
- Griswold High School Presentation (May)

## XI. EXECUTIVE SESSION

**MOTION # 17 (4/20/23) was made (Muschiano/Kalwara) to invite the Superintendent of Schools and enter into Executive Session at 8:53 p.m. for the purpose of discussing Personnel, Non-Certified Negotiations; the Superintendent's Evaluation for 23/24, and the IT Coordinator; all in favor; motion passes.**

**MOTION # 18 (4/20/23) was made (Muschiano/Wicks) to move out of Executive Session at 9:12 p.m.; all in favor; motion passes.**

**MOTION # 19 (4/20/23) was made (Muschiano/Wilson) to post for an IT Coordinator with the job description, as amended, internally posting as per contracts, then externally, if needed; all in favor; motion passes.**

## XII. ADJOURNMENT

**MOTION # 20 (4/20/23) was made (Wicks/Grant) to adjourn at 9:15 p.m.; all in favor; motion passes.**

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Witness

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Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

Respectfully drafted and edited by:

*Dee Dee Jackman, Board of Education Clerk*

*Adam S. Burrows, Superintendent of Schools*

APPROVED AT THE 5/9/23 BOE MEETING