

VOLUNTOWN BOARD OF EDUCATION
195 Main Street, Voluntown, CT 06384
Phone: (860) 376-9167 www.voluntownct.org
SUPERINTENDENT OF SCHOOLS: Adam S. Burrows

BOARD OF EDUCATION MEETING MINUTES

January 9, 2020

Board of Education Meeting Room - 7:00 p.m.

- I. CALL TO ORDER** Chairperson Beuparlant meeting to order at 7:01 p.m.
- ATTENDANCE** **Present:** Kate Beuparlant (Chairperson), Cathy Grant (Secretary), Arikka Kalwara, Kristen Trahan (Vice Chair), Meagan Wicks and Christopher Wilson
Absent: Skart Paul
Also Present: Adam S. Burrows (Superintendent) and Amy Suffoletto (Principal)
- II. PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited.
- III. CITIZENS / COMMENTS** – Dennis Page was present. No comment was made.
- IV. GUESTS** - Bob Carlson (North Stonington Selectman) and the following representatives from Wheeler High School in North Stonington: Peter Nero (Superintendent), Kristen St. Germain (Principal), Allison Reyes (Assistant Principal), Christine Wagner (BOE Chair) and Pamela Potemri (BOE Member)

The Wheeler High School representatives made an informative and impressive presentation for the Voluntown BOE. A slideshow was given with examples of the core values, climate and culture of their school and was followed up with a question and answer session. The Voluntown Superintendent and Principal will follow-up with staff and possibly develop an exploratory planning committee, requested by Board Member Meagan Wicks, to thoroughly examine the possibility of adding Wheeler as an eighth designated high school option for the 2021/22 school year.

V. CONSENT AGENDA

Wilson mentioned adding information to the Committee Report under the Youth Service Bureau section, noting that the Science Enrichment Club Students did a wonderful job presenting their project to the YSB Board on their chosen project of decreasing CO2 emissions for the Lexus Eco Challenge. The students created an action plan, website and brochures to raise awareness to the community and local schools. The Club, named Carbon Killerz, intends on selling and planting apple trees in hopes to raise funds to defray the costs of the program and supplies.

MOTION #1 (1/9/20) was made (Trahan, Wilson) that the Board approves the Consent Agenda as presented; all in favor. Motion carries.

VI. ADMINISTRATIVE REPORTS

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

Students as a Focal Point

- Winter Concert - Our annual Winter Concert was held on December 10, 2019. Our Kindergarten through Third Grade students and Chorus/Band Ensembles put on a wonderful show. A special thank you to Amanda Gould, our Music Teacher and Choir/Band Director, for her dedication to our music program.
- Connecticut State Assessment Individual Student Reports (SBAC, CTAA, CAPT, CMT, Skills Checklist) The State Department of Education has been providing information for 2019-20 testing season. Training for teachers will take place in January and February.
- Eighth Grade High School Update - Students interested in non-public high schools are completing the application process for submission. Some have been submitted for review.
- Sports – Cheerleading and Basketball for the Boys' Team and the Girls' has started. Practices and games are scheduled through early February.
- Student Council - VES Student Council is comprised of members from grades 5-8. Student council members are beginning new initiatives, such as a bi-weekly school store and hosting concessions during sporting events. They will be using the revenue to give back to VES and to support other charities.

Curriculum, Learning, and Instruction

- Grade Level/Team Meetings - Teams and/or individual subject-area teachers meet on a monthly basis to review building priorities, schedules, curriculum, assessments and effective instructional strategies in order to meet the needs of students.
- In-house Meetings - Include regular meeting of the following committees: 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 monthly Faculty Meeting.

Building, Grounds, and Transportation & Safety

- School Safety - Brief orientation meetings are held on a regular basis for Substitutes and Volunteers to review our security and safety procedures, as well as confidentiality procedures and completion of the DCF Authorization Form. .
- Summary of Drills - Fire Drill (3); Earthquake Drill (1); Lockdown Drill (1); Evacuation Drill (0)

Community and Public Relations

- The PTO held the following events: Butter Braid Fundraiser; Snowflake Shop; and Drop and Shop.
- Youth Service Bureau/Local Prevention Council – The YSB-LPC Advisory Board meets on the second Wednesday of each month at 5:00 p.m. in the Central Office.
- CCMC Toy Drive and Pajama Day - Our students and staff collected toys and monetary donations for CCMC’s annual Toy Drive during the week of December 9, 2019 and participated in CCMC’s annual PJ Day for the Kids on December 13, 2019. Voluntown Students, Staff and Families raised \$555.00 and made a large toy donation.
- The Salvation Army continued to support Voluntown families during this holiday season. There was a gift drive held on Saturday, December 21, 2019 for those in need.

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

- As of January 8, 2020, this Director has chaired 77 PPT/504/parent meetings distributed among the following locations: VES, The Learning Clinic in Brooklyn, EASTCONN’s Northeast School in Killingly, EastConn’s Autism Program in Columbia, NFA, GHS, GAS, The Marine Science Magnet High School in Groton, United Services Inc. in Willimantic, and Quinebaug Middle College in Danielson.
- The census of students Pre-K to 12+ receiving special services:

	<u>IEP</u>	<u>504</u>
Pre-K to 8	49	21
9-12+	23	12
Total	72	33

- The Superintendent reported that a C-Pen training session is up-coming.

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

- Calendar of Events for January and February, 2020
- The District Enrollment Report noted 262 students in grades Pre-K to 8 and 129 high school students.
- The BOE received grants, tuition payments and other funds that have been returned to the Town account. (\$77,542.59 in 2017/18 and \$96,408.40 in 2018/19). \$13,859.30 has been returned to the Town for 2019/20.
- Holiday letter to Faculty and Staff from Superintendent
- CABE’s Policy Highlights
- District Committee Preferences were reviewed.
- The NFA brochure was distributed
- The 2018/19 SBAC 3rd and 8th Grade ELA and Math Scores were again given to the Board of Education and the recently released 2018/19 CMT Science Scores for 5th and 8th Grade were added to the report. Voluntown scored #1 in our 16-town DRG reference group in all areas: ELA, Math and Science.

VII. COMMITTEE REPORTS - Reviewed under Consent Agenda

VIII. OLD BUSINESS

1. 2020-21 Budget Development Session (Initial Summary Proposal)

The Superintendent distributed a first draft of the budget proposal for 2020-21 of \$6,983,984 which represents an increase of \$198,788 or 2.93% over the 2019-20 approved town budget of \$6,785,196.

A report on Equalized Net Grand List Per Capita and Median Household Income for Voluntown was also distributed.

Upcoming schedule of budget development:

Thursday	02-13-20	Superintendent’s updated 2020-21 proposal submitted to BOE
Thursday	02-27-20	Board of Education “Budget” Meeting (if needed)
Thursday	03-12-20	Updated 2020-21 budget proposal presented to Board of Education
Thursday	03-19-20	2020-21 Budget Proposal is sent to the Town Clerk for public dissemination
Thursday	04-09-20	Public Hearing about the 2020-21 education budget proposal and Board of Education approval of the 2020-21 budget proposal

- Thursday 04-23-20 Approved budget proposal for 2020-21 delivered to Town Clerk for public dissemination
- Tuesday 05-05-20 Possible projected date for annual Town Meeting to vote on the Town and Board of Education Budgets at Voluntown Elementary School gymnasium at 7:00 p.m.
2. **School Calendar for 2020-21** (Third review)
 3. **Policy # 4112.5/4212.5 – Security Check/Fingerprinting** (Second reading)
MOTION #2 (1/9/20) was made (Wilson, Grant) that the Board approves Policy #4112.5/4212.5 on Security Check/Fingerprinting as presented; all in favor. Motion carries.
 4. **Policy # 4112.51/4212.51 – Employment/Reference Checks** (Second reading)
MOTION #3 (1/9/20) was made (Trahan, Grant) to approve Policy #4112.51/4212.51 on Employment/Reference Checks as amended; all in favor. Motion carries.
 5. **Policy # 5131 – Conduct and Discipline** (Second reading)
MOTION #4 (1/9/20) was made (Trahan, Wilson) to approve Policy #5131 on Conduct and Discipline as presented; all in favor. Motion carries.
 6. **Policy # 6153 – Field Trips** (Second reading)
MOTION #5 (1/9/20) was made (Wilson, Trahan) to approve Policy #6153 on Field Trips as presented; all in favor. Motion carries.

IX. NEW BUSINESS

1. **Personnel**
MOTION #6 (1/9/20) was made (Wilson, Grant) that the Board approves the request for an extension of an unpaid leave of absence for Cheryl Miner; all in favor. Motion carries.
2. **Policy #5111.11 – Designated High Schools** (First reading)
MOTION #7 (1/9/20) was made (Wilson, Grant) to approve Policy #5111.11 on Designated High Schools as presented; all in favor. Motion carries.
3. **Policy #5131 - Conduct and Discipline**
4. **Bylaw #9110 - Number of Members, Terms of Office, Oath to Office** (First reading)
MOTION #8 (1/9/20) was made (Wilson, Grant) to approve Policy #9110 on Number of Members, Terms of Office, Oath to Office as presented; all in favor. Motion carries.
5. **Bylaw #9130 – Committees** (First reading)
MOTION #9 (1/9/20) was made (Grant/Wilson) to approve Policy #9130 on Committees as presented; all in favor. Motion carries.
6. **Annual Meaningful Notice – 403b**
7. **Next Generation Science Standards (NGSS) 2018-19 Results for grades 5 & 8**
8. **Voluntown School Profile and Performance Report for 2017-18 was distributed to Board members to use as a reference for data about our school system.**

X. SUGGESTIONS FOR NEXT REGULAR MEETING

- Upcoming BOE meetings: held at 7:00 p.m. on February 13 (Regular Meeting) and February 27, 2020 (Special Meeting)
- Budget Preparation Timeline and Process for 2020-21
- Wheeler High School
- School Calendar (Fourth review)

XI. EXECUTIVE SESSION

MOTION #10 (1/9/20) was made (Wilson, Trahan) to move into Executive Session at 9:45 p.m. for the purpose of discussing negotiations and security issues; All in favor. No action was taken.

XII. ADJOURNMENT

MOTION #11 (1/9/20) was made (Trahan, Wilson) to adjourn at 9:58 p.m.; all in favor. Motion carries.

Witness

Date

Attest

Date

Respectfully drafted and edited by:

Dee Dee Jackman, Board of Education Clerk

Adam S. Burrows, Superintendent of Schools

APPROVED AT THE 2/13/20 BOE MEETING