

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

February 13, 2020

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

- I. CALL TO ORDER** Chairperson Beuparlant meeting to order at 7:00 p.m.
- ATTENDANCE** **Present:** Kate Beuparlant (Chairperson), Cathy Grant (Secretary), Arikka Kalwara, Meagan Wicks and Christopher Wilson
Absent: Skart Paul and Kristen Trahan (Vice Chair)
Also Present: Adam S. Burrows (Superintendent), Amy Suffoletto (Principal) and Lloyd A. Johnson, Ph.D. (Director of Student Services)
- II. PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited.
- III. CITIZENS / COMMENTS** - None
- IV. GUESTS** - None
- V. CONSENT AGENDA**

MOTION #1 (2/13/20) was made (Grant, Kalwara) that the Board add “J-1 Request” to the Agenda under New Business; all in favor. Motion carries.

Wicks requested that an additional comment be added to the January 9, 2020 BOE Meeting Minutes on the Wheeler High School discussion.

MOTION #2 (2/13/20) was made (Wilson, Grant) that the Board approves the Consent Agenda with the amended changes to the 1/9/20 BOE Minutes; all in favor. Motion carries.

VI. ADMINISTRATIVE REPORTS

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

Students as a Focal Point

- **Music and Athletics Pasta Dinner:** The music and athletics department held a very successful take-out pasta dinner on January 24, 2020. Thank you to Margaret Voland, Coaches, Teachers and those who supported the event.
- **Mathcounts:** Eight of our JHS Mathletes competed in the MATHCOUNTS 2020 Eastern Chapter Competition on Saturday, February 1, 2020. Congratulations to Ella Malek, Taran Quintas, Ian Donnel, Logan Hanson, Mandy Segerstrom, Kiley Duprey, Ava Delaney, and Arianna Page.
- **ELA Committee Update:** The ELA Committee meets to discuss, analyze and review the PK-8th grade ELA practices, curriculum and scope and sequence. Current practices and trends are reviewed in reading and writing to ensure our students are working to their potential and that VES is providing opportunities in reading to help students demonstrate growth.
- **Math Committee Update:** The Math Committee meets to discuss, analyze and review PK-8th grade math practices, curriculum and the scope and sequence. The math committee is committed to developing math practices that are aligned to content area standards and promote 21st century skills through in-depth problem solving and use of multiple strategies.
- **Progress Reports** went home on January 17, 2020.
- **Winter Benchmarks:** The winter benchmark window and data teams are complete.

Curriculum, Learning, and Instruction

- **VES Google Calendar** - Staff continue to utilize the Google Calendar tool this year, which highlights the important events taking place at VES and in our community each week.
- **Teacher Evaluation Plan Faculty Informal/Formal Observations:** Trimester 2 Formal and Informal observations are completed. Mid-year meetings to review goal progress are due by February 15, 2020.
- **Grants/Reports/Applications: Connecticut Office of Early Childhood** - the Monthly School Readiness Reports for the Voluntown Elementary School Pre School and School Readiness Program have been updated for submission by the monthly due date.

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 (4); Earthquake Drill (1); Lockdown Drill (1); Evacuation Drill (0)

Community and Public Relations

- **PTO** - Monthly PTO meetings are held at either 3:30 p.m. or 6:00 p.m. in the VES Library.
- **Youth Service Bureau/Local Prevention Council** - The YSB meets the second Wednesday of the month in the BOE room. YSB GRASP Programs are offered on Monday afternoons throughout the school year. Voluntown YSB has been working to provide improved programs and a variety of opportunities for our students.

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

- On January 29, 2020 this director visited Wheeler High School. I met with the Principal and Special Education Teacher. We toured the building, visited classes and discussed courses, curriculum, and program options for students. I then met with the Superintendent and Special Education Director. Overall, I believe this high school would be a good option for typically developing students; students with 504 Plans; and students with IEPs whose disability category would include learning disabilities or speech and language disability. This year’s graduation class at Wheeler includes 10 students with IEPs, so the staff believes they would have capacity to serve a “few” students with IEPs. The middle school and high school share 2 special education teachers. If selected as an additional high school option for Voluntown students, it would serve those students and parents who desire a small high school environment.
- The 2017-2018 District Annual Performance Reports and Determinations by Bryan Klimkiewicz, Bureau Chief of Special Education, rates Voluntown as “Meets Requirements” in the target areas of IDEA. A handout with further description was shared at the meeting.
- As of January 8, 2020, this Director has chaired 108 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	50	24
9-12+	23	12
Total	73	36

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

- Calendar of Events for February and March, 2020
- The District Enrollment Report noted 265 students in Pre-K to 8th grade 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.
- NFA and Griswold High School’s Approved Tuition Rates for 2020/21
- Griswold’s Policy #5118 on Tuition
- Superintendent’s Spotlight on Education
- District-Level and Curriculum Related Committees report
- CABE Liaison for February
- CIRMA Insurance update
- EASTCONN Mid-Year update

VII. COMMITTEE REPORTS - Reviewed under Consent Agenda

VIII. OLD BUSINESS

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

The Superintendent distributed a second draft of the budget proposal for 2020-21 of \$6,979,894 which represents an increase of \$194,698 or 2.87% over the 2019-20 approved town budget of \$6,785,196. Mr. Burrows expressed the

need to remove some items from the school operating budget and place these items in a town Capital Improvement Plan, especially based on the funds returned to the town for reimbursement.

Upcoming schedule of budget development:

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	05-19-20	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** (Fourth review)

3. **Wheeler High School, North Stonington**

Mr. Burrows, Superintendent of Schools, distributed information to update the Board of Education as a follow-up to a presentation by North Stonington Officials at the January 9, 2020 BOE meeting. The report included:

- A written report by Jackie Vaillancourt summarizing a visit to Wheeler High School on January 16, 2020
- Written observations by six (6) student leaders who participated in the visit along with Jackie Vaillancourt, Amy Suffoletto, Adam Burrows and three Board of Education Members: Kate Beuparlant, Kristen Trahan and Arikka Kalwara
- A February 6, 2020 note from Mr. Burrows to Peter Nero, North Stonington Superintendent of Schools, with suggestions for tuition guidelines. Mr. Burrows is waiting for a response.
- February 11, 2020 Day article – "North Stonington Pitches High School as a Choice for Preston Kids"
- Sample draft of a tuition agreement

IX. NEW BUSINESS

1. **Policy # 0200 – District Goals** (First reading)

MOTION #3 (2/13/20) was made (Grant, Kalwara) to approve Policy # 0200 on District Goals as presented; all in favor. Motion carries.

2. **Policy # 3516 – Safety** (First reading)

3. **Policy and Regulation # 3517 – Security of Buildings and Grounds** (First reading)

4. **Regulation # 4112.51 – Employment/Reference Checks** (First reading of a new regulation.)

5. **Policy and Regulation # 4118.112 – Sex Discrimination and Sexual Harassment** (First reading)

6. **Policy # 5112 – Ages of Attendance** (First reading)

MOTION #4 (2/13/20) was made (Grant, Kalwara) to approve Policy #5112 on Ages of Attendance as presented; all in favor. Motion carries.

7. **Policy # 5118.1 – Homeless Students** (First reading)

MOTION #5 (2/13/20) was made (Wilson, Grant) to approve Policy #5118.1 on Homeless Students as presented; all in favor. Motion carries.

8. **One-on-One Tutors**

MOTION #6 (2/13/20) was made (Grant, Wilson) to approve Rhonda Bursey and Jake St. John as One-on-One Tutors; all in favor. Motion carries.

9. **McKinney-Vento Homeless Liaison**

MOTION #7 (2/13/20) was made (Wilson, Grant) to appoint Kathleen Groth as the McKinney-Vento Homeless Liaison; all in favor. Motion carries.

10. **Five-Year Facilities Plan** - A first draft was distributed and reviewed at the meeting.

11. **2019-20 Board of Education Performance Self-Evaluation** – A first draft was distributed at the meeting.

12. **J-1 Request**

X. SUGGESTIONS FOR NEXT REGULAR MEETING

- Upcoming BOE meetings at 7:00 p.m.: February 27, 2020 (Special Meeting) and March 12, 2020 (Regular)
- Budget Preparation Timeline and Process for 2020-21
- Wheeler High School
- Five-Year Facilities Plan (Second draft)
- 2019-20 BOE Self-Evaluation – (Second draft)
- Policy # 3516 – Safety (Second reading)

- Policy and Regulation # 3517 – Security of Buildings and Grounds (Second reading)
- Regulation # 4112.51 – Employment/Reference Checks (Second reading)
- Policy and Regulation # 4118.112 – Sex Discrimination and Sexual Harassment (Second reading)
- School Calendar (Fifth review)
- J-1 Request
- Capital Improvement Plan
- Non-renewal of non-tenured teachers as a part of the 2020-21 Budget Development Process
- Review of the Breakfast Program

XI. EXECUTIVE SESSION

MOTION #8 (2/13/20) was made (Wilson, Wicks) to move into Executive Session at 9:06 p.m. for the purpose of discussing negotiations; all in favor. No action was taken.

XII. ADJOURNMENT

MOTION #9 (2/13/20) was made (Wilson, Kalwara) to adjourn at 9:28 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 3/12/20 BOE MEETING