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TOWN CLERK

## MISSION STATEMENT

The Mission of Plymouth Public Schools is to challenge, inspire, and prepare all students for success in an ever-changing and complex world.

PLYMOUTH BOARD OF EDUCATION  
SPECIAL MEETING  
WEDNESDAY, JUNE 14, 2017  
TERRYVILLE HIGH SCHOOL CAFETERIA  
7:00 P.M.

Present: Mrs. Johnson, Mr. Melchionna, Mrs. Kremmel, Mr. Goodwin, Mr. Orsini, Mrs. Lucian,  
Mr. Bourbonniere, Ms. McCann and Mrs. Kulesa

Also Present: Dr. Semmel, Superintendent, Mr. Penn, Business Manager, Mrs. Trinks, Director of Pupil  
Personnel and Mrs. Parson, Director of Curriculum & Instruction

Absent: Mr. Trudeau, Director of Technology

## MINUTES

1. Call to Order & Pledge to the Flag

Mrs. Johnson called the meeting to order at 7 p.m.

2. Adoption of the Agenda

MOTION: To adopt the agenda as presented. Motion Ms. McCann, seconded Mrs. Kulesa, all in favor, motion passes.

3. Approval of Minutes

MOTION: To approve the minutes of the Regular Meeting of May 10, 2017. Motion Ms. McCann, seconded Ms. Kremmel, all in favor, motion passes.

MOTION: To approve the minutes of the Special Board of Educating of May 31, 2017

Motion Ms. McCann, seconded Mrs. Lucian, all in favor, abstentions, Mr. Goodwin and Mr. Melchionna, motion passes.

4. Presentations

- o Teacher of the Year – Mrs. Denise Seamour

- Recognition of the following Retirees that were present:

- ❖ Cynthia Badenhop
- ❖ Joe Dennis
- ❖ Karen DiTomaso
- ❖ Louis Zbuska

Recess: MOTION: To recess at 7:18 p.m. in order to congratulate the Teacher of the Year and our retirees.

Motion Ms. McCann, seconded Mr. Goodwin, motion passes unanimously.

Resume Regular Session: MOTION: To resume regular session at 7:30 p.m. Motion Mrs. Kulesa, seconded Mr. Goodwin, all in favor, motion passes.

5. Superintendent's Update

- ❖ Eli Terry Jr. Middle School – CHET Top Performer for Litchfield County
- ❖ Roo Student Representatives – commended for their hard work and commitment to this year's budget process
- ❖ Highlights from the Science Technology Engineering and Math Class (STEM) at Eli Terry Jr. Middle School. Students helped to develop a website for the new adventure game at the Lock Museum.
- ❖ Graduation for Seniors will take place on Wednesday, June 21, 2017 at 7 p.m. at the high school

6. Student Representatives

Mrs. Johnson, Board of Education Chair presented gifts to each of the graduating student representatives along with flowers to each of the representatives.

- Nora Samih
- Ryleigh Dring
- Amy Ieronimo

All 3 student representatives expressed their appreciation to the Board Members for making them feel welcome and feel at ease during their time on the Board.

The following student representatives for the 2017 – 2018 school year are:

- Amy Ieronimo
- Brianna Hanlon
- Diana Ieronimo

7. Professional Development Plan for 2017 – 2018

Mrs. Parsons provided the Board with a PowerPoint presentation of the Professional Development Plan for the 2017 – 2018 SY

8. Public Comment (limited to 3 minutes per speaker)

None

9. Consent Agenda

A. New Hire(s)

Dilan Mohammed	Chemistry Teacher, Terryville High School for the 2017 – 2018 SY
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Appointment

Katherine Avcollie	High School/Summer School Program Coordinator Teacher
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Extended School Year 2017 Hires/Appointment(s)

Paraprofessionals

Jennifer Blekis, Cheryl Bourn, Maria Brewer, Maria Caputo, Chrissy Cordani, June Danis, Christie Dragan, Kimberly Jobbagy, Harley Jobbagy, Faye Johnpiere, Jamie Kanca, Lisa King, Halley King, Lynn Leavenworth, Tammy Liistro, Tracey Malootian, Jennifer Mason, Darlene Oakes, Melissa Papapietro, Dawn Pelletier, Dennis Rivera, Beverly Studer, Donna Thomas, Douglas Thorne and Deb Vartzelis

Teachers

Tammy Card, Sandy Dunn, Christine Gundlach, Sarah Johnson and Vicki Rees

Nurses

Jolene Dutkiewicz and Roberta Lanning (shared position)

Speech & Language Pathologist

Sarah Billingsley

Certified Occupational Therapist Assistant

Jennifer Druan

Fall Coaching Appointments

Eli Terry Jr. Middle School

Richard Keator

Mark Sconziano

Daniel Reitenbach

Volleyball (pending renewal of permit)

Boys' Soccer

Girls' Soccer

B. Resignations/Retirements

Joe Dennis

Director of Facilities, for the purpose of  
retirement, effective July 14, 2017

Mark DallaValle

Fitness Coordinator, Terryville High School  
effective June 2, 2017

Shannon Driscoll Cohen

Preschool Teacher, Plymouth Center School  
effective at the end of the 2016 – 2017 school year

Paul Schwanka

Boys' & Girls' Cross Country & Boys' Track Coach, Eli  
Terry Jr. Middle School effective as of the date of the  
letter – June 6, 2017.

**C. Childrearing Leave**

Jessica Hurd

Mathematics Teacher, Terryville High School effective  
June 9, 2017 - October 30, 2017

Jaclyn Santarsiere

Special Education Teacher, Plymouth Center School  
effective August 28, 2017 – September 29, 2017

**MOTION:** To approve the consent agenda, Mrs. Kulesa, seconded Ms. McCann, all in favor,  
motion passes.

**10. New Business**

**A. First Read of Policy Series 4000 Personnel Certified/Non-Certified**

**B. Authorization to Participate in the National School Lunch Program**

**MOTION:** To participate in the National School Lunch Program for the 2017 – 2018 school  
year. Motion Mrs. Kulesa, seconded Mr. Orsini, all in favor, motion passes.

**C. Review Cost of School Breakfast and Lunch Programs**

**RECOMMENDATION:** Not to increase the cost of the school lunches.

Elementary School	\$2.70
Middle School	\$3.00
High School	\$3.00

**RECOMMENDATION:** To increase the cost of the school breakfast.

	<u>From</u>	<u>To</u>
Elementary School	\$1.55	\$1.60
Middle School	\$1.55	\$2.00
High School	\$1.55	\$2.00

**MOTION:** To approve the increase in the cost of the school breakfast program in order to cover  
the expenses of the breakfast program and to comply with Federal Breakfast and Lunch  
Guidelines. Motion Mrs. Kulesa, seconded Mr. Orsini all in favor, motion passes.

**D. Authorization to Hire**

**MOTION:** To approve the authorization for the Superintendent of Schools to hire personnel,  
except administrators, during the months of July and August in conjunction with the Personnel  
Subcommittee Chair. Motion Mrs. Kremmel, seconded Mrs. Lucian, all in favor, abstention,  
Mr. Goodwin, motion passes



E. Budget 2017 – 2018

	Reduction Needed	<u>\$242,289.00</u>
<u>Reductions</u>		
VoAg and Magnet Tuition	\$-20,000.00	
Add Back Facilities Study	\$-25,000.00	
Move Remaining EE's to HDHP	\$100,000.00	
School Resource Officer	\$ 66,726.00	
Social Studies Teacher at THS	\$ 40,000.00	
School-Wide Chromebooks	\$ 5,000.00	
Alternate upgrades to Classroom Computers	\$ 5,250.00	
Stretch Wireless AP Replacement to 3 years	\$ 4,250.00	
Emergency Backup Switch	\$ 3,250.00	
One Network Switch Replacement	\$ 3,250.00	
Server Replacement at Plymouth Center School	\$ 4,700.00	
FL Curriculum Development	\$ 3,000.00	
Grade 6 Social Studies Curriculum Development	\$ 2,000.00	
Full Time French Teacher at THS to .60 FTE	\$ 10,000.00	
Part-Time Facilities Supervisor to 20 hours per week	\$ 8,196.00	
Additional Paraprofessional moved to Medicaid Grant	\$ 21,000.00	
Full Time PE Teacher at PCS to .80 FTE	\$ 6,535.00	
Full Time Music Teacher at PCS to .80 FTE	\$ 6,525.00	
Visitor Management Software	\$ 7,700.00	
No Additional Part-Time Custodian	\$ 16,000.00	
Eliminate One Secretary at ETJMS	<u>\$ 24,950.00</u>	
Total	\$294,022.00	<u>\$294,022.00</u>
Adjustments:		
Reduce Remaining EE'S to HDHP by	\$ 3,733.00	
Full Time French Teacher at THS to .60 FTE	\$ 10,000.00	
Full Time PE Teacher at PCS to .80 FTE	\$ 6,535.00	
Full Time Music Teacher at PCS to .80 FTE	\$ 6,535.00	
Eliminate One Secretary at ETJMS	<u>\$ 24,950.00</u>	
Adjustments	\$ 51,733.00	<u>\$ -51,733.00</u>
FINAL AFTER ADJUSTMENTS		<u>\$ 242,289.00</u>

MOTION: To approve the changes in the reduction of the 2017 – 2018 Budget as presented.  
 Motion Mrs. Kulesa, seconded Ms. McCann. Roll Vote: Mr. Orsini, Mrs. Lucian, Mr. Bourbonniere, Ms. McCann, Mrs. Kulesa, Mr. Melchionna, Mrs. Kremmel and Mrs. Goodwin. all in favor, motion passes.

F. End of the Year Transfer of Funds

MOTION: To authorize the Superintendent of Schools to work with the Business Manager in order to make the necessary transfers and expenditures to close the books as of June 30, 2017 and to expend funds for the fiscal year 2016 – 2017. Motion Mrs. Kulesa, seconded Mr. Melchionna, all in favor, motion passes.

#### G. Non-Lapsing Capital Expenditures Sinking Fund

MOTION: To approve the Non-Lapsing Capital Expenditure Sinking Fund as presented. Motion Mrs. Kulesa, seconded Mr. Goodwin, Roll Vote: Mr. Melchionna, Mr. Goodwin, Mr. Orsini, Mrs. Lucian, Mr. Bourbonniere, Ms. McCann – “yes”; Mrs. Kremmel “no”. Vote: 7 “yes” and 1 “no”. Motion passes.

#### H. Continuation of the Use of the State Approved Plymouth Public Schools Teacher & Administrators Evaluation Plan.

MOTION: To continue the use of the State Approved Plymouth Public Schools Teacher & Administrators Evaluation Plan. Motion Mr. Melchionna, seconded Mr. Goodwin all in favor, motion passes.

### 11. Board Member/Committee Reports

#### A. Curriculum Mrs. Lucian, Chair

The Curriculum Subcommittee did not meet in June.

#### B. Facilities Mr. Orsini, Chair

The Facilities Subcommittee did not meet on June 6, 2017. However, there will be a Special Facilities Subcommittee on Monday, June 19, 2017 at 7 p.m. in the conference room at Central Office.

#### C. Finance Mrs. Kulesa, Chair

The Finance Subcommittee met at 6 p.m. prior to the Board Meeting, reviewed the accounts by facilities report for the month of May, and will forward the same to the Town of Plymouth Board of Finance.

#### D. Negotiations Ms. McCann, Chair

The Negotiations Subcommittee did not meet in June.

#### E. Personnel Mr. Goodwin, Chair

The Personnel Subcommittee met at 6:30 p.m. prior to the Board Meeting and all items were addressed under the consent agenda.

#### F. Policy Ms. McCann, Chair

The Policy Subcommittee met on Tuesday, May 16, 2017 at 6:30 p.m. in the conference room at central office and began reviewing Policy Series 5000 – Students. There was a Special Policy Subcommittee Meeting on Tuesday June 13, 2017 at 6:30 p.m. in the conference room at Central Office where they continued their review of the 5000 series.

The Policy Subcommittee will be meeting in August on the following dates in the conference room at central office: August 10, 2017 @ 6 p.m. and August 15, 2017 @ 6:30 p.m.

G. Safety/Transportation Mr. Orsini, Chair

The Safety/Transportation Subcommittee did not meet on June 6, 2017. However, subcommittee members were provided with the 2017 – 2018 meeting dates.

MOTION: To adopt the meeting dates of the Safety/Transportation Subcommittee for the 2017 – 2018 SY. Motion Ms. McCann, seconded Mr. Goodwin, all in favor, motion passes.

12. Public Comment (limited to 3 minutes per speaker)

Mr. Gentile, BOE Liaison – Consider requesting from CABA a reduction in dues.

13. Board Liaisons to Schools

Mrs. Johnson -- Harry S. Fisher Elementary School  
No Report

Mr. Melchionna -- Plymouth Center School  
6/13 PTO Meeting  
6/19 Grade 5 Awards Ceremony  
6/20 Field Day  
Mixed Bag Fundraiser - \$2,100 profit; Sun Dog Program - \$826 funded by PTO; Book Bags for Grades 1 – 3 \$126 budgeted;

Ms. McCann -- Eli Terry Jr. Middle School  
5/30 Final Meeting for the 2016 – 17 SY  
6/09 8<sup>th</sup> Grade Social  
6/10 Saturday Academy (Ms. Suffridge volunteers her time for students)  
6/16 Grades Close  
6/21 Promotion Ceremony (doors open at 9:15 a.m.; ceremony begins at 10 a.m.)

Ms. McCann reported on the Mentor Picnic and group discussed the Charles Street Project

Mrs. Kulesa -- Terryville High School  
No Report However, seeking individuals for the PTSA After Grad Committee

Mrs. Kremmel -- SEPTA  
7/29 Septa Picnic

Mrs. Lucian -- EdAdvance  
No Report

Mr. Goodwin -- WAMOGO  
6/12 The group reviewed the programs and events over the past couple of months  
Introduction of new President  
Outlook for the 2017 – 2018 SY



Mr. Bourbonniere -- CABE

No Report

However, urged Dr. Semmel to contact CABE about reduction of dues.

14. Board Comments

Mr. Melchionna – Enjoyable year

Ms. McCann – Congratulations to our retirees, seniors and to the staff may they have an enjoyable summer.

Mr. Bourbonniere – Congratulations to our teacher of the year, Mrs. Seymour, and to our retirees.

Mrs. Johnson – Ditto on comments regarding Mrs. Seymour, Happy Retirement to our retirees, many thanks to our entire staff and district and best wishes for the summer, to the Board, thank you for making this year wonderful and for being great team members; best wishes to our 2 senior representatives; and excited about STEM and the Lock Museum.

Presentation made by Mrs. Johnson on behalf of the entire Board to Ms. Pat thanking her for her support this entire year.

15. Next Board Meeting - There will not be a Board Meeting in July. The next regular Board Meeting will be on Wednesday, August 9, 2017 at 7 p.m. in the cafeteria at Terryville High School.

16. Executive Session (to discuss a personnel matter: Extension of the contract for the Superintendent of Schools)

MOTION: Motion to move into Executive Session at 9:10 p.m. to discuss a personnel matter: Extension of the contract for the Superintendent of Schools. Dr. Semmel will be invited into executive session. Motion Ms. McCann, seconded Mr. Goodwin, all in favor, motion passes.

MOTION: To return to regular session at 9:20 p.m. Motion Mrs. Kulesa seconded Mr. Orsini, all in favor, motion passes.

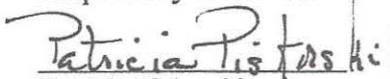
17. Possible Action From Executive Session, if any.

MOTION: To extend the Superintendent's contract as submitted during our executive session. Motion Ms. McCann, seconded Mr. Orsini, all in favor, motion passes – 8 for, 0 against.

18. Adjournment

MOTION: To adjourn at 9:21 p.m. Motion Ms. McCann, seconded Mr. Goodwin, all in favor, motion passes.

Respectfully submitted:

  
Patricia Piskorski  
Recording Secretary