

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 15, 2016
TERRYVILLE HIGH SCHOOL CAFETERIA

MINUTES

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

Absent: Mrs. Lucian

Others Present: Dr. Semmel, Superintendent, Mr. Penn, Business Manager, Mrs. Trinks, Director of Pupil Personnel, Dr. Tenney, Director of Curriculum & Instruction and Mr. Trudeau, Director of Technology

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1. Call to Order, Pledge to the Flag and a Moment of Silence

Mrs. Johnson called the meeting to order at 7 p.m. and the group joined in the Pledge to the Flag. There was a moment of silence to remember former Board of Education Members, Phil Fowler and Mark Berube.

2. Adoption of the Agenda

MOTION: To adopt the agenda as presented. Motion Ms. McCann, seconded Mr. Orsini, motion passes.

3. Approval of Minutes

MOTION: To approve the minutes of the Regular Meeting of May 11, 2016 and the Special Meeting of May 26, 2016. Motion Mr. Melchionna, seconded Mrs. Kremmel, motion passes with and abstention by Mr. Goodwin for both meeting minutes.

4. Superintendent's Update

(a) Dr. Semmel commended the staff and principals for a remarkable ending to the year; (b) this is Dr. Tenney's last board meeting, Dr. Semmel thanked her for all of her hard work and wished her the best in her future endeavors; (c) the process in looking for a replacement for Dr. Tenney's position has begun. The position is posted on CT REAP, CEA and CAPSS website and on a linked in account with the Plymouth Public Schools. The posting is scheduled to close on June 27th. Mrs. Worhunsy has been appointed Chair for the search committee. There will be four rounds of interviews, the third will be with Central Office Administrators and the fourth round will be with Board Members. This will mean a Special Board Meeting

in July; and (d) a large group of staff members were present to support Cory Mazon, Teach of the Year.

5. Student Representatives

Mrs. Johnson announced the following student representatives for the 2016 – 2017 school year: Nora Samih, Ryleigh Dring and Amy Ieronimo.

6. Presentations

- (a) Out-of-State Field Trip – Ms. Suffridge, Principal of Eli Terry Jr. Middle School presented a request for an out-of-state field trip to Salam, Massachusetts for Grade 7 students on October 21, 2016.

MOTION: To approve an out-of-state field trip to Salam, MA for grade 7 students at Eli Terry Jr. Middle School on October 21, 2016. Motion Mr. Orsini, seconded, Ms. McCann, motion passes.

- (b) Food Service Director - Mr. Penn introduced the new Food Service Director, Holli LaBarbera.

- (c) Plymouth Teacher of the Year – Dr. Tenney, Director of Curriculum & Instruction and Ms. Curtiss both spoke regarding this year's Plymouth Public Schools Teacher of the Year, Mrs. Cory Mazon, Reading & Language Arts Consultant at Harry S. Fisher Elementary School.

7. Recess To Welcome, Holli LaBarbera, Food Service Director; to wish Dr. Tenney best wishes in her new position and to congratulate **Cory Mazon**, Plymouth Public Schools Teacher of the Year.

MOTION: To recess at 7:16 p.m. Motion Ms. McCann, seconded Mr. Goodwin, motion passes.

8. Resume Regular Session

MOTION: To resume regular session at 7:30 p.m. Motion Mr. Goodwin, seconded Mrs. Kremmel, motion passes.

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

None

10. Communications

Dr. Semmel informed the Board of a letter he had received from Michelle Levins, President of Terryville High School Booster Club that proposed a request for the Thomaston Savings Bank Grant that would improve the cross country trail and also help to maintain the existing cross country trail. Dr. Semmel indicated that he spoke to Mr. Joe Dennis, Director of Facilities and there would be no problem in improving the trail. Mr. Goodwin suggested that gravel be requested.

Dr. Semmel distributed a brochure to all of the Board members.

11. Unfinished Business

None

12. New Business

A. Resignations

Dr. Semmel informed the Board that he accepted resignations from the following individuals:

Lisa Auidi, School-to-Coordinator, effective December 30, 2016;

Martha Pellegrino, full time-paraprofessional at Plymouth Center School, effective June 8, 2016;

Mary Arbachauskas, part-time paraprofessional at Harry S. Fisher Elementary School effective June 8, 2016

Rachel Sperry, part-time paraprofessional at Harry S. Fisher Elementary School, effective at the end of the 2015 – 2016 school year

Emily Malinosky, Girls' JV Volleyball Coach at Terryville High School effective May 25, 2016.

Beth Anderson, Cheerleading Coach at Terryville High School

Kathy Clark, Kindergarten Teacher at Harry S. Fisher Elementary School effective at the end of the 2015 – 2016 school year

Dr. Jodiann Tenney, Director of Curriculum & Instruction effective August 5, 2016

B. Appointments/New Hire(s)

MOTION: To approve the following Fall Coaching Assignments for Terryville High

School:	George Smith	Varsity Boys' Soccer
	Joseph Faitak	JV Boys' Soccer
	Brian Rosano	Varsity Girls' Soccer
	Christopher Perkins	JV Girls' Soccer
	Stephanie Konopaske	Girls' Cross Country

Motion Mr. Melchionna, seconded, Mr. Goodwin, motion passes.

C. Authorization to Participate in the National School Lunch Program

MOTION: To participate in the National School Lunch Program for the 2016 – 2017 school year. Motion Mr. Orsini, seconded Mr. Goodwin, motion passes.

D. Addendum of Agreement of Child Nutrition Programs (ED-099)

Public Act 06-63, An Act concerning Healthy Food and Beverages in Schools, requires that all Connecticut Public School Districts that are eligible to participate in the healthy food certification take action to certify whether all food items sold to students will or will not meet Connecticut Nutritional Standards.

MOTION: In accordance with Public Act 06-63 of the Connecticut General Statutes, the Plymouth Board of Education hereby authorizes the Superintendent to execute the Addendum of Agreement to Child Nutrition Programs (ED-099) and to execute any claims for reimbursement. Motion Ms. McCann, seconded Mr. Goodwin, motion passes.

Certification Statement

MOTION: Pursuant to Section 10-215f of the Connecticut General Statutes, the Plymouth Board of Education hereby certifies that all food items offered for sale to students in the school(s) under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education will meet said standards during the period of July 1, 2016 through June 30, 2017. Such certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, and any fundraising activities on school premises, whether or not school sponsored. Motion Mrs. Kremmel, seconded Mr. Melchionna, motion passes.

Exemption Statement

MOTION: Pursuant to Section 10-215f of the Connecticut General Statutes, the Plymouth Board of Education will permit the sale of items excluded from certifications as long as such sale is in connection with an event occurring after the end of the regular day or on the weekend; such sale is at the location of the event; and such food is not sold from a vending machine or school store. Motion Ms. McCann, seconded Mr. Goodwin, motion passes.

Amendment to Agreement for Child Nutrition Program ED-099)

MOTION: Pursuant to Section 10-215f of the Connecticut General Statutes, the Agreement for Child Nutrition Programs (ED-099) with the Plymouth Board of Education is hereby amended to include the Certification Statement of compliance with the Connecticut Nutrition Standards and application for funding related to those standards. This addendum covers the period of July 1, 2016 through June 30, 2017. Motion Ms. McCann, seconded Mr. Goodwin, motion passes.

E. Budget 2016 – 2017

At this time, Dr. Semmel presented the following possible adjustments to the 2016 – 2017 Budget to the Board Members for discussion.

MOTION: For discussion purpose to put forth the proposed amendments from the Superintendent and the administrative team. Motion Mrs. Kulesa, seconded Mr. Goodwin, motion passes.

Potential Budget Adjustments

Approved by Board of Education	\$788,549
Healthcare favorable renewal	<u>-310,000</u>
Submitted to BOF	\$488,549

Approved by Town Council	<u>\$160,000</u>	
Variance	<u>\$328,549</u>	
Healthcare	\$ 58,837	Favorable 2015-2016 claim Development
2014-15 Excess Cost Grant	\$ 32,472	Apply surplus toward healthcare
VoAg tuition	\$ 16,000	Confirmed '16-'17 freshman Enrollments
Furniture – ETMS	\$ 15,000	Sinking Fund
Unemployment	\$ 12,500	Avoided costs on ETMS teacher Reductions
Gas heat – Fisher	\$ 12,000	
Early Retirement	\$ 10,000	
Gas heat – Eli Terry	\$ 9,000	
Table saw – ETMS	\$ 4,200	Pull forward into 2015-16
Certified subs	\$ 4,000	Based on 2015-16 actual usage
Leaf vac	\$ 2,000	Pull forward into 2015-16
Remove one medical cot replacement	<u>\$ 589</u>	Transfer one cot from THS
Total non-instructional	<u>\$176,598</u>	
Retirements/resignations@THS	\$ 80,000	
Chromebook grant	\$ 33,600	
ETMS after school program	\$ 21,920	
40-day sub for Library Specialist	\$ 13,700	
Curriculum software (STAR)	\$ 8,320	Pull forward into 2015-16
District-wide software (Powerschool)	\$ 6,726	Pull forward into 2015-16
Curriculum software (Edgenuity)	\$ 4,000	Pull forward into 2015-16
Elementary texts	\$ 3,185	Pull forward into 2015-16
Special Education field trips	\$ 2,000	
Special Education professional dev.	\$ 2,000	
Special Education travel	<u>\$ 1,000</u>	
Total instructional	<u>\$176,951</u>	
Grand Total	<u>\$353,549</u>	
Additional cuts needed	- 25,000	

The two items the group discussed were: (1) 40-day sub for Library Specialist and (2) the ETMS after school program. After a brief discussion, the following motion was made:

MOTION: To adopt the amended proposed budget from the Administrative Team with the amendments to keep the Eli Terry Jr. Middle School After School Program and the \$3,080.00 towards the Library Media Specialist. Motion Mr. Melchionna, seconded Mr. Goodwin, opposed Mr. Bourbonniere, motion passes. Roll Vote: Mr. Melchionna (yes), Mrs. Kremmel (yes), Mr. Goodwin (yes), Mr. Orsini (yes), Mr. Bourbonniere (no); Ms. McCann (yes), Mrs. Kulesa (yes) and the Chair votes (yes). Count 7 yes and 1 opposed. Motion passes.

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

MOTION: To continue to use the current State Approved Plymouth Public Schools Teachers and Administrators Evaluation Plan. Motion Ms. McCann, seconded, Mr. Orsini, motion passes.

G. 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, 2016 and to expend appropriate funds for the fiscal year 2015 – 2016. Motion Mr. Melchionna, seconded Mr. Goodwin, motion passes.

H. 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 Mr. Melchionna, seconded Mr. Orsini, an abstention from Mr. Goodwin, motion passes.

I. Donation of Textbooks

MOTION: To donate elementary *Storytown* reading textbooks, grades K – 5 (Publisher Harcourt, 2007 to “Books for Africa) or similar charitable organization. Motion Mr. Orsini, seconded Mr. Goodwin, motion passes.

13. Board Member / Committee Reports

- A. Curriculum – Mrs. Lucian, Chair (absent) – Dr. Tenney reported: A Special Meeting of the Curriculum Subcommittee was held on Tuesday, May 24, 2016 at 5:30 p.m. in the conference room at Central Office. The following items were discussed: (a) Meeting dates for the calendar year 2016 – 2017; (b) K-5 ELA Scope & Sequence & Columbia update; (c) High School English Curriculum Revisions; (d) Middle School Programming; (e) Grade 4 & 5 Health Update; (f) High School Summer School Updates; and (g) Teacher & Administrative Evaluation Plan Updates. The subcommittee did not meet on Tuesday, June 14, 2016. The next meeting is scheduled for August 16, 2016 @ 5:30 p.m. in the conference room at Central Office.
- B. Facilities – Mr. Orsini, Chair - The Facilities Subcommittee – The Facilities Subcommittee held a special meeting at 6 p.m. on Tuesday, June 7, 2016. The following items were discussed: a) Meeting Dates for Calendar Year 2016 – 2017; (b) Water and Air Quality Testing; (c) Cafeteria Equipment Purchase; and (d) Summer Projects.
- C. Finance – Mrs. Kulesa, Chair - The Finance Subcommittee met prior to the Board Meeting and set the calendar meeting dates for 2016 – 2017, reviewed some transfers and 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 – Mrs. McCann, Chair – The Negotiations Subcommittee did not meet on June 15, 2016, however, talks continue with the UAW, secretaries and paraprofessionals.
- E. Personnel – Mr. Goodwin, Chair - All items discussed in subcommittee were addressed under new business. Subcommittee Members set the calendar dates for the 2016 – 2017 school year.
- F. Policy – Ms. McCann – The Policy Subcommittee did not meet on June 14, 2016. New calendar dates for the 2016 – 2017 were set at the Board Meeting by subcommittee members.
- G. Safety/Transportation – Mr. Orsini, Chair – The subcommittee did not meet on June 7, 2016. New calendar dates were set by the subcommittee members at the Board Meeting.

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

None

15. Board Liaisons to Schools

Harry S. Fisher Elementary School Mrs. Johnson
 The PTA presented scholarships to 2 Terryville High School graduates:
 Kelsey Pedersen & Caitlyn Monterosso

May 16	Orientation for grade 5 students to the middle school
May 18	Orientation for grade 5 parents
May 17	Nutmeg Symphony – grade 3 students
May 17 & 19	Screening for incoming kindergarten children
May 19	Spring Bus Evacuation
May 24	Recorder Concert – grade 3
May 25	Band & Chorus Concert – grade 5
May 24 – 26	Art Show
May 26	Orientation for incoming kindergarten children
May 27	Last Town Meeting (honored volunteers)
May 31	Field Trip – Grade 1
June 7	DARE Graduation

Nominations for officers took place at the last meeting.

Plymouth Center School Mr. Melchionna
 No Report

Eli Terry Jr. Middle School Ms. McCann
 No Report

Terryville High School Mrs. Kulesa
 No Report

SEPTA (Special Education PTA) Mrs. Kremmel
May 18 Last Meeting
June 30 Annual SEPTA Picnic

Education Connection Mrs. Lucian
Absent – No Report

WAMOGO Mr. Goodwin
Approval by Legislature – In veterinary offices, students in high school will be allowed to have unpaid internships in order to be able to obtain the necessary hands on hours to become a certified veterinary assistant when they graduate high school. Hopefully, this will expand to other occupations.

Presentations to Board of Education to speak to them regarding what the program does and how students coming from surrounding towns have an impact on the community.

CABE Mr. Bourbonniere
No Report

16. Board Comments

Mrs. Johnson – Best Wishes to Lisa Aiudi, Laura McBaine and Dr. Tenney, you will all be missed.

17. Next Board Meeting – There will not be a Board of Education Meeting in the month of July. The next regular Board Meeting will take place on Wednesday, August 10, 2016 at 7 p.m. in the cafeteria at Terryville High School. There will be a Special Board of Education Meeting in the month of July. Date has not been determined as of yet.

18. Executive Session (To discuss a Personnel Matter: (Extension of the Superintendent's Contract)

MOTION: To move into executive session at 8:15 p.m. to discuss a personnel matter: Extension of the Superintendent's contract. Motion Ms. McCann, seconded Mr. Orsini, Motion passes. Dr. Semmel was invited into executive session.

19. MOTION: To resume regular session at 8:34 p.m. Motion Ms. McCann seconded Mrs. Kulesa, motion passes.

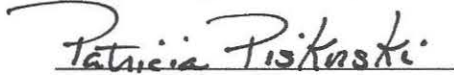
20. Possible Action from Executive Session, If any

MOTION: To approve the extension to the Superintendent's contract as presented. Motion Mrs. Kulesa, seconded Mr. Goodwin, motion passes.
Roll Vote: Mr. Melchionna, Mrs. Kremmel, Mr. Goodwin, Mr. Bourbonniere, Ms. McCann, Mrs. Kulesa and the Chair all voted in favor of the motion. Mr. Orsini was not present for the vote.

21. Adjournment

MOTION: To adjourn at 8:35 p.m. Motion Mr. Goodwin seconded Mrs. Kremmel, motion passes.

Respectfully submitted,

A handwritten signature in cursive script, reading "Patricia Piskorski", written over a horizontal line.

Patricia Piskorski

Recording Secretary