

Old Saybrook High School  
1111 Boston Post Road  
Old Saybrook, CT 06475  
(860) 395-3157

The Old Saybrook Board of Education met in Special Session on Tuesday, April 10, 2018, at the Old Saybrook High School, Old Saybrook, CT 06475.

**Board Members**

Kelley Kennedy  
Jim Henderson  
Eileen Baker  
Alan Hyla  
George Chang  
Karen Brodeur  
Jan Furman  
Tara Barros

**Others**

Jan Perruccio, Superintendent of Schools  
Julie Pendleton, Director of Operations, Facilities, and Finance  
Amity Goss, Director of Curriculum, Instruction, and Assessment  
Sheila Riffle, Old Saybrook High School Principal  
Joseph Anastasio, Old Saybrook High School Assoc. Principal

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chairman Kennedy called the meeting to order at 7:09PM.

**II. COMMUNITY COMMUNICATIONS**

Audience of Citizens

Chairman Kennedy reminded the audience members of the rules for addressing the Board of Education. Chairman Kennedy asked Vice Chairman Hyla to keep time for each audience member while they addressed the Board.

A member of the audience informed the Board that her son was offered a 504 Plan in response to her demand for services and support for her child after witnessing a negative student/teacher interaction. The audience member expressed that she did not feel a 504 Plan was an appropriate response to the situation and that she was offended by the offer.

A member of the audience whose son is reported to have witnessed a negative interaction between a student and a teacher stated that nothing has changed for her family and that she does not have confidence that the classroom where the alleged incident took place is a physically or emotionally safe place.

A member of the audience stated that an independent outside agency recommended relocation of the teacher from the classroom in which the alleged incident took place as an appropriate means of addressing the student's reaction to the negative interaction.

A member of the audience stated that he wants his son's "voice to be heard" and he would like clarification regarding which investigations were used to allow the teacher from the alleged incident to return to the classroom.

## Reports from the Student/Board of Education Representatives

### Sports

- Outdoor Track
  - Won by over a hundred points at Bellringer Invitational on Saturday
  - Select athletes are being entered into pentathlons and heptathlons throughout the season
- Crew
  - First regatta is on 4/21 at Rogers Lake
- Baseball
  - Won against Old Lyme

### Music/Arts

- OSHS Chamber Singers had an amazing performance with the Maranacook High School Chamber Choir
- Art classes took a trip to the Metropolitan Museum of Art in NYC

### Other

- Wellness week: presentations in the library
  - Some senior projects pertaining to wellness will be presented at the high school and middle school
- Capstone project update presentations are on 4/23 at 5:30PM at OSHS

## Correspondence

The following correspondence was sent to the Board of Education:

- OSHS Newspaper – The Rambler – April Fools Edition
- Thank You Notes from Old Saybrook Teacher - Amy Claffey
- Letter of Support from a community member for the Old Saybrook Middle School music program

## **III. MINUTES**

### **Brodeur/Baker**

**“Move to approve the March 27, 2018, regular minutes, as presented”**

**MOTION: CARRIED (7-0-1)**

**Board Member Hyla abstained.**

**IV. EDUCATION ISSUES FOR DISCUSSION AND POSSIBLE ACTION**

OSHS Spotlight – English in Action

Kristen Hunter and Kara Donnelly, teachers in the English Department at the high school, and Sarah Fawcett, the College and Career Readiness Coordinator, presented on English in Action, a class they developed for the OSHS English Department and taught for the first time this year. English in Action is open to juniors and seniors. It teaches students how to conduct research, complete a community-based project and to communicate with a range of audiences by providing students with personalized, authentic learning opportunities within their community.

For the full presentation, please follow the link: [English in Action](#)

Operation Wallacea

Operation Wallacea is a UK based organization with offices in the US, Canada, China, Australia, South Africa, SE Asia, Sweden, Central America and Mexico. The research programs are funded by tuition fees paid by undergraduates who join the research projects for experience, course credit or to gather data for an undergraduate or Masters level dissertation. In addition, high school groups with teachers join these expeditions to gain experience of working on biodiversity research projects. This model of tuition fee funded research over the summer months results in large number of publications in peer-reviewed journals each year, and 30 vertebrate species new to science have been discovered, as well as 4 'extinct' species being re-discovered.

This would be Old Saybrook High School's third trip with Operation Wallacea

For the full presentation, please follow the link: [Operation Wallacea](#)

**Barros/Furman**

**“Move to approve the student trip, Operation Wallacea, as presented”**

**MOTION: CARRIED (8-0-0)**

Budget Update

At the Board of Finance meeting held on April 3, 2018, members of the Board had additional questions regarding the proposed 2018-2019 budget. After considerable discussion regarding the capital plan, tuition line items, benefits, public relations, and the math coach the budget passed unanimously with a reduction of \$130,000, the dollar amount of the maintenance bond which was paid in full by the Town through the refinancing of the bond.

Tuition information that was requested was sent to the Board of Finance chairman and questions regarding the placeholder estimate for the underground oil tank required follow up with documentation that is included in this memo. There were questions in regard to the cost of this project and how the estimate was derived. A licensed installer approved by the Department of Administrative Services provided us with a range of the entire project cost of the tank installation and the estimate of prevailing wages was included, also resurfacing the parking area where the tank is located, and the cost of a licensed engineer to provide specifications for the installation as well as no contingency.

The estimate for the tank itself is a range of \$ 95,000 to \$135,000, with no cost added for the paving, engineering, or extras that may occur should shoring, removal of tank pad, dewatering, rerouting of electrical, or contaminated soil.

Using \$135,000 as the top end of the tank install and adding engineering, paving and any of the extras that may occur, an estimate of \$150,000 seems reasonable.

The Board of Finance also asked about the impact of the math coach. Superintendent Perruccio and Director Goss are planning to send the Board of Finance information from Director Goss' report in the fall about the impact of the math coach and the corresponding STAR Data. Superintendent Perruccio will provide a cover letter with the presentation to explain the results.

The District is beginning to close the current fiscal year. May 1<sup>st</sup> is the cutoff date for purchase orders.

#### Healthy Food Certification

The District is currently in its eighth year of participation in the Healthy Food Certification program. The District has successfully transformed its School Nutrition Program to meet all the requirements under this act and look forward to continuing this program in 2018-2019. The state requires the Old Saybrook Board of Education to formally vote to continue participation in the Act Concerning Healthy Foods and to seek the additional reimbursement per meal for the 2018-2019 school year.

#### Brodeur/Hyla

**“Move to approve Health Food Certification renewal with exceptions that meet the CSDE requirement on a general basis”**

**MOTION: CARRIED (7-1-0)**

**Board Member Henderson voted against the motion.**

Non-Compliant Beverage Exemption

The state requires the Old Saybrook Board of Education to comply with Section 10-221q of the Connecticut General Statutes (C.G.S.), which governs the sale of beverages to students in public schools at all times. C.G.S. Section 10-221q applies to all beverages sold as part of school meals and separately from school meals anywhere on school premises, such as cafeteria sales, school stores, vending machines, fundraisers and any other locations where beverages are sold. The sales of non-compliant beverages are allowed only if the board complies with three criteria and takes a vote to allow such sales. This is separate and distinct from the Healthy Foods Certification and is not associated with any funding from the State Department of Education.

Director Pendleton advocated that the board formally vote to take action to allow the sales of non-compliant beverages that meet the exception criteria during the 2018-2019 school year.

This will allow our student organizations and other groups to continue to fund raise while selling non-compliant beverages on school grounds as long as the exemption criteria has been met. At this time, there is no restriction on food sales under these circumstances.

Barros/Furman

**“Move to allow the sale of non-compliant beverages that meet the exception criteria during the 2018-2019 school year”**

**MOTION: CARRIED (8-0-0)**

Residency Issue

Board of Education Policy “Series 9000 Board Member Roles” states that the Board shall consider any specific recommendations made by the Superintendent of Schools. Additionally, our practice has been to allow the Board of Education to decide student residency issues. It has been our procedure in the past to allow students who have moved from the district during the latter part of the school year to remain enrolled in order for them to complete their academic year with their classmates. There is a family at

Kathleen E. Goodwin School who is requesting that the Board allow their son to remain enrolled at Kathleen E. Goodwin School through the remainder of the 2017-2018 academic year despite their recent residency departure from the town. The Superintendent recommended that the Board allow this student to remain in the school system for the remainder of the 2017-2018 academic year. This recommendation is contingent on a student's maintaining himself in good standing. Failure to do so could result in the rescinding of permission to attend school in Old Saybrook. The family of the student must also provide their own transportation to and from school.

Principal Sutman supported the petition to have the student remain at the Kathleen E. Goodwin School until the conclusion of the 2017-2018 academic year while the family resides out of town. Should this student wish to continue his studies in the Old Saybrook School District for the beginning of the 2018-2019 academic year, proof of permanent residency must be provided.

**Hyla/Baker**

**“Move to allow the student to continue his studies at the Kathleen E. Goodwin School for the remainder of the 2017-2018 academic year”**

**MOTION: CARRIED (8-0-0)**

**Set Graduation Date**

According to the 2017-2018 Academic Calendar, the first eligible last day of school is June 20, 2018. Inclement weather has caused school cancellation on six separate occasions during the school year, three of which were absorbed by built in snowflake days.

By law, the Board of Education may set a firm date no earlier than the first Board meeting in April. My recommendation to the Board of Education is to set the graduation date for Wednesday, June 20, 2018, which meets the required 180-day academic year for students. By setting this date, we will also be scheduling the middle school closing ceremony and high school commencement.

**Brodeur/Furman**

**“Move to set the graduation date for June 20, 2018”**

**MOTION: CARRIED (8-0-0)**

**Policy Update – 1<sup>st</sup> Reading**

The following policies are being presented to the Board of Education for a first reading. These policies have been reviewed by the Policy Committee and are available for the Board's review on the Board Notebook under the Subcommittees Tab. A brief description of the changes is provided with each policy.

- **Series 3000 Purchasing**

SS Public Act 17-2 contains several provisions that require local boards of education to consult with the legislative body of their local municipality before purchasing: goods or services (such as portable classrooms, telephone systems, and computers), payroll processing software, or insurance (property insurance, casualty insurance, and workers' compensation insurance).

This policy has been separated into two versions, one for use by local boards of education, and one for use by regional boards of education. The version for local boards of education has been updated to include language regarding the consultation with municipal bodies discussed above. Minor changes to the wording for the version for regional boards of education were made to clarify that such boards serve multiple towns.

Finally, the list of purchases requiring a competitive proposal process for both versions was updated to include "instructional consultants."

- **Series 9000**

This policy has been changed to reflect changes to the construction of the regular meeting schedule. Regular meetings are now scheduled during the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday's of each month, when possible. Additionally, the Policy Committee recommended that adjournment time should be changed from 10:30 to 10:00PM.

- **Federal Notification**

This annual notice has been updated consistent with SS Public Act 17-2 to inform individuals that local and regional boards of education are now required to enroll as a provider in the state medical assistance program, to participate in the Medicaid School Based Child Health Program (MSBCHP) administered by the Department of Social Services (DSS), and to submit billable service information electronically to the DSS or its billing agent. It has been further updated consistent with the Act to state that local and regional boards of education, through their planning and placement teams, are required: to determine a student's Medicaid enrollment status, to determine whether the child would be eligible for Medicaid, to request that the child's parents or guardians apply for Medicaid, and to comply with the requirements of 34 CFR § 300.154 before billing under the MSBCHP.

Teacher Non-Renewals

The Board of Education has the sole and exclusive prerogative to eliminate professional staff positions consistent with the provisions of state statute, including but not limited to: elimination of said positions and/or loss of said position to another teacher resulting from decreased student enrollment for the coming fiscal year, changes in curriculum, severe financial conditions or other circumstances as determined by the Board of Education. The statute states that individuals must be notified prior to May 1<sup>st</sup> that their contract will not be renewed for the following school year. A list of teachers who are being recommended for non-renewal will be provide during the meeting.

The nonrenewal of these non-tenured teachers is due to a decrease in enrollment and/or budgetary constraints. These teachers have fulfilled the requirements of their positions and their release is not reflective of poor performance. Administrators have met with the individual teachers to discuss the circumstances surrounding the Reduction in Force decision and provided them with written notice of my recommendation to the board. A motion to reduce staff will be presented to the board at our meeting on April 10, 2018, pursuant to CT General Statutes Section 10-157. I will also communicate the action of the board in writing to them.

#### **Barros/Furman**

**“Moved that the contract of employment for Garret Artman, Sarah Bernhardson, Jeff Buck, Laura Caruthers, Chelsea Crehan, Michael Cunningham, Kara Donnelly, James Gowdy, James Hespeler, Chris Johnston, Laury LaMarche, Amy Maynard, Lindsay More, Shayne Muñoz, Hannah Newton, Linda Romanchok, Kara Santopietro, Megin Sechen, Jaclyn Shearin, Heather Tooker, Koren Torre, Melissa Vazquez-McCoy, Nick Vacavou, Michelle Zimmerlin, and Eugene Zukowski not be renewed for the following year upon its expiration at the end of the 2017-2018 school year pursuant to Connecticut General Statutes Section 10-157, and that the Superintendent of Schools is directed to advise such persons in writing of this action.”**

**MOTION: CARRIED (8-0-0)**

#### **V. COMMUNITY COMMUNICATIONS**

##### **Audience of Citizens**

No citizens addressed the board.

#### **VI. EXECUTIVE SESSION**

##### **Barros/Hyla**

**“Move to enter into executive session at 9:25PM for the purposes of an attorney client privileged written memorandum discussing concerning community concerns about personnel investigations and student supports”**

**MOTION: CARRIED (8-0-0)**

**The Board invited Superintendent Perruccio into Executive Session.**

**VII. RETURN TO OPEN SESSION**

The Board of Education returned to open session at 10:25PM

**VIII. REMINDERS**

- OSHS – Parent Action Council – April 11 – 6:00PM
- OSHS – PTO Meeting – April 11 – 7:00PM
- Goodwin – Grade 2 Music and Art Program – April 12 – 7:00PM
- District - Spring Break – April 16 – April 20
- OSHS – CMEA All State Music Festival – April 19 – April 21
- Goodwin – Special Friend Day Grade 2 – April 24 - 11:30AM-12:00PM
- Goodwin –Special Friend Day Grade 1 – April 24 – 2:15PM – 2:45PM
- Public Relations Meeting – April 24 – 5:30PM
- Regular Board of Education Meeting – April 24 – 7:00PM

**IX. ADJOURNMENT**

**Baker/Furman**

**“Move to adjourn at 10:26PM”**

**MOTION: CARRIED (8-0-0)**

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Karen Brodeur, Secretary  
Old Saybrook Board of Education

Minutes recorded and typed by:  
Trent Gerbers, Executive Assistant

\*DRAFT - Subject to approval at the next BOE meeting

