

Board of Education Office  
50 Sheffield Street  
Old Saybrook, CT 06475  
(860) 395-3157

The Old Saybrook Board of Education met in Regular Session on Tuesday, June 19, 2018, at the Board of Education Office, Old Saybrook, CT 06475.

**Board Members**

Kelley Kennedy  
Jan Furman  
Tara Barros  
Alan Hyla (Exited at 7:55PM)  
Karen Brodeur  
Jim Henderson

**Others**

Jan Perruccio, Superintendent of Schools  
Julie Pendleton, Dir. Operations, Facilities & Finance  
Amity Goss, Dir. Curriculum, Instruction, and Assessment  
Kathy Bai, Dir. Pupil and Professional Services  
Heston Sutman, Kathleen E. Goodwin School Principal

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

Chairman Kennedy called the meeting to order at 7:03PM.

Chairman Kennedy welcomed the new Student Board of Education Representatives, John Gabelmann and Aliana Castro.

**II. COMMUNITY COMMUNICATIONS**

Audience of Citizens

Chairman Kennedy reminded the audience members of the rules for addressing the Board of Education and asked Vice Chairman Hyla to keep time during the comment.

A member of the audience stated that her son was witness to an alleged incident between a student and a teacher, and that she had come to the Board 16 times to share information about the incident. She stated that she discussed a possible 504 Plan with Director Bai. The audience member continued by saying that her son's account of the incident has not been addressed or validated. She concluded by saying that the District's bylaws do not permit any teacher to place hands on a student except in particular circumstances, which do not include the alleged incident.

A member of the audience stated she had also come to the Board of Education 16 times to discuss the alleged incident between her son and a teacher. The audience member corresponded with the Principal regarding the alleged incident. She described the Principal's reaction to recommendations she identified as being from her son's treatment providers. The audience member went on to read some recommendations she identified as being her son's treatment providers regarding the alleged incident. She concluded by saying that students do not feel comfortable in the teacher's room, and noted that, next year, her children cannot take the course they would prefer to take without facing the teacher from the alleged incident.

A member of the audience stated that he continues to come to the Board of Education and the Superintendent with the same questions from meeting to meeting. He continued to ask that his son's voice be heard by the Board regarding the aforementioned alleged incident and he asked that the Superintendent share the reports that she used to make decisions during the investigation.

Superintendent Perruccio addressed the audience by stating that she has been and will continue to be available to any and all parents throughout the summer to discuss and resolve issues.

#### Correspondence

The following correspondence was sent to the Board of Education:

- Musings – Old Saybrook High School Literary Magazine

### **III. CONSENT AGENDA**

#### **Henderson/Brodeur**

**“Move to approve the Consent Agenda, as proposed”**

**MOTION: CARRIED (6-0-0)**

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

#### Field Hockey Donation

Old Saybrook High School has been given a donation of \$2,100.00 to the Old Saybrook Field Hockey program from money raised during an Old Saybrook Field Hockey Alumni reunion game. This money is to be used to create a scholarship, which will be available to field hockey players who will be selected by coaches and assistant coaches. The details of the selection process are to be determined.

According to Board of Education Policy Series 3000 Gifts, Grants, and Bequests to the District, the Superintendent shall inform the Board of Education of any gift valued at more than \$500 that has been accepted by the District.

### **V. EXECUTIVE SESSION**

#### **Brodeur/Henderson**

**“Move to enter into executive session at 7:21PM for the purpose of discussing a Memorandum of Understanding for the Secretaries Union and discussing the Superintendent's Evaluation”**

**MOTION: CARRIED (6-0-0)**

**The Board invited Superintendent Perruccio and Director Pendleton into Executive Session.**

**VI. RETURN TO OPEN SESSION**

The Board returned to open session at 7:28PM.

**Barros/Brodeur**

**“Move to authorize Board of Education Chairman to sign the Memorandum of Understanding with the Secretaries Union, as presented**

**MOTION: CARRIED (6-0-0)**

**Furman/Hyla**

**“Move to authorize the Board of Education Chairman to sign the Superintendent’s summative evaluation for the 2017-2018 academic year, as presented”**

**MOTION: CARRIED (6-0-0)**

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

**Early Childhood Program**

Superintendent Perruccio, Director Bai, Director Goss and Principal Sutman shared their initial thoughts regarding expansion of the Old Saybrook Public Schools Early Childhood Program. The group discussed potential goals and challenges of such a program and presented early data and ideas with the Board of Education for discussion and feedback.

**VIII. REPORTS BY ADMINISTRATION**

Kathleen E. Goodwin – Principal Sutman elaborated on integrating specials into everyday classrooms.

Old Saybrook Middle School – The Board asked for information regarding the 8<sup>th</sup> grade trip to Boston.

Old Saybrook High School – There was no additional report.

Curriculum, Instruction, and Assessment – There was no additional report.

Operations, Facilities and Finance – Director Pendleton elaborated on the revamping of the Old Saybrook High School cafeteria. The Student Representatives add their

thoughts regarding how different spaces are conducive to different objectives depending on a student's goal.

### **Henderson/Furman**

**“Move to request that the Board of Finance approve the year end balance from the Board of Education be deposited into a Capital Fund for future capital projects for the Board of Education”**

**MOTION: CARRIED (6-0-0)**

Pupil and Professional Services – There was no additional report.

Superintendent of Schools – There was no additional report.

## **IX. EDUCATION ISSUES FOR DISCUSSION AND POSSIBLE ACTION**

### **Teacher and Administrator Evaluations for 17-18**

There were 152 evaluations conducted through Old Saybrook's teacher evaluation process which included progress on identified Student Learning Objectives, observations of their performance and practice related to the Common Core of Teaching, and stakeholder feedback.

There were 114 non-certified evaluations conducted, which included 1 Accompanist, 1 Director of Operations, Facilities and Finance, 9 Cafeteria Workers, 15 Custodians, 5 Nurses, 60 Para-educators, 3 Occupational/Physical Therapists, 15 Secretaries, 1 School to Career, and 4 Technology employees.

Seven administrators were evaluated through Old Saybrook's administrator evaluation process, which included progress on identified Student Learning Objectives, observations of leadership practice, stakeholder feedback, and teacher effectiveness.

One trained cooperating teacher worked with one student teacher. Five mentor teachers worked with six beginning teachers, through Old Saybrook's new teacher induction program, TEAM.

By law, the district's professional development program must be linked to the results of teacher evaluations. This year the professional development program included the following topics

### **2017-2018 Professional Development Program**

The district's professional development program consisted of faculty meetings, building level professional development meetings, half-day professional development days, district days, and regional professional development days. Teachers were also given the opportunity to attend out of district professional development activities that

aligned with teacher, building, or district goals and initiatives. Scheduling began in June and was updated throughout the year by PDEC, Professional Development and Evaluation Committee. A complete and detailed list of professional development activities was shared with the Board at the April 24<sup>th</sup> Board Meeting.

### **Professional Learning Summary**

From July 1, 2017 to July 1, 2018, one hundred thirty-nine (+2 from 2016-17) educators from every academic department and school were provided professional learning opportunities, beyond the contractual professional development days. Workshops and conferences outside of the district cost approximately \$19,000. This total is less than half of last year's total (down from ~ \$40,000 in 16-17) due to job-embedded coaching opportunities and teachers taking excellent advantage of free professional learning offerings.

Current research indicates that job-embedded coaching has significant, positive impact on student learning. This year every department had access to job-embedded coaching through the Instructional Leadership Team. Additionally, twenty grades 3-8 teachers were provided ten days of instructional coaching about writing workshop and twenty-five K-3 teachers were provided five days of coaching focused on guided reading.

The majority of the job-embedded coaching in the district, however, was provided to PK-12 math teachers. Old Saybrook's Math Coach/Coordinator provided 56 days of formal coaching workshops for groups of teachers in addition to her work with individuals.

### Superintendent Vacation Rollover Request

Per the Superintendent of Schools' contract, the Superintendent reports directly to the Board of Education, including any and all individual requests. The current Superintendent's contract states that, "The Superintendent shall be able to carryover up to ten (10) accumulated vacation days from one contract year to the next contract year." Per this provision, the Superintendent requested that the Board approve up to ten (10) vacation days be carried over from the 2017-2018 contract year into the 2018-2019 contract year.

The Superintendent requested that **ten (10) vacation days** be carried over from the 2017-2018 contract year into the 2018-2019 contract year.

### Barros/Furman

**"Move to allow the Superintendent to rollover ten vacation day from the 2017-2018 contract year into the 2018-2019 contract year, as her contract permits"**

**MOTION: CARRIED (6-0-0)**

### Legislative Wrap Up

Superintendent Perruccio presented the Board of Education with a summary of the legislative action from the 2018 legislative session. The Superintendent also provided the Board with a comprehensive legislative wrap up document from the Connecticut Association of Boards of Education.

Superintendent Perruccio elaborated on the current School Safety Bill that is being discussed by state legislature, specifically regarding how the bill could potentially single out particular students unfairly and the logistical issues that would accompany the bill as it is currently written.

## **X. REPORTS BY BOARD COMMITTEES/LIAISONS**

Budget and Fiscal Committee – There was no report.

CABE – There was no report.

Facilities – Board Member Brodeur reported that Director Pendleton updated the Board regarding the revamp of the Old Saybrook High School cafeteria.

LEARN – There was no report.

Strategic Planning Committee – There was no report.

Demographics – There was no report.

Personnel – The Personnel Committee completed their work for the academic year with the Superintendent’s Evaluation.

Policy – The Policy Committee has completed their work for the academic year.

Chairman’s Report – There was no report.

## **XI. COMMUNITY COMMUNICATIONS**

### Audience of Citizens

Board Member Henderson stated that Athletic Director Cunningham is doing a great job. He has injected a lot of pride into the community. Sports teams are on the rise and are doing well without sacrificing quality or ethics.

Superintendent Perruccio added that Athletic Director Cunningham has hired high quality coaches.

**XII. REMINDERS**

- OSMS – Closing Ceremony – June 20 – 10:00AM
- OSHS – Graduation – June 20 – 5:00PM
- Convocation – August 27, 2018
- First Day of School – August 29, 2018

**XIII. ADJOURNMENT**

**Barros/Brodeur**

**“Move to adjourn at 8:21PM”**

**MOTION: CARRIED (5-0-0)**

---

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