



**BOARD OF EDUCATION MEETING MINUTES
October 18, 2022 at 6:00 p.m.**

Board of Education Goal:

Montville graduates will possess the skills and dispositions to navigate complex tasks. Our graduates are communicators, information consumers, problem solvers, and independent learners. They exhibit empathy, perseverance, inclusivity and self-awareness.

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Item 1. Call to order / Pledge of Allegiance / Moment of Silence – 6:00 P.M.

Board Chair Wills Pike called the meeting to order at 6:00 P.M.

Board members attending were: Bob Mitchell, Florence Turner, Tina Grove, Carol Burgess, James Wood, Sheelagh Lapinski, and Grace Carlos. Board Member Timothy Shanahan was absent.

Also participating were: Superintendent of Schools Laurie Pallin, Assistant Superintendent Dianne Vumback, Director of Special Services Paula LaChance, Business Manager Kathy Lamoureux, Recording Secretary Pamela Rodgers and Administrators Rob Alves, Greg Gwudz, Jill Mazzalupo, David Gollsneider, Amy Espinoza, Will Klinefelter, Ken Daniewicz, Amanda Brown, Theresa Gouveia, and Nutrition Director, Carol Dodson. Town Council Representative Colleen Rix was also present.

Item 2. Alterations to the agenda

- a. Move item 7i, “Consideration and action to approve the District All Hazards Safety and Security Plan for annual submission to the state” to the end of the meeting after a Board discussion regarding building security in executive session.

Motion- Move item 7i to follow the executive session

Moved by: Bob Mitchell
Seconded by: Carol Burgess
Vote: Carried (8-0)

Item 3. Presentation:

- a. Montville Marvels: Principals Amy Espinoza, Jill Mazzalupo and Will Klinefelter

It is recommended that the Board of Education acknowledge the following students, teachers, and

community members in the areas noted:

Mohegan Elementary School: For her work as an EL Tutor - Amy Carlin

Murphy Elementary School: For their commitment to water conservation and the beautification of Murphy School grounds - Girl Scout Troop 63416

For selflessly volunteering to take in a student as a foster child while the student awaited placement with family - Tracy Zurowski

Oakdale Elementary School: For stepping up to help a group of younger students follow directions and stay safe without being asked; they are both positive and kind and always willing to help others - Paige Daniewicz and Zailimar Aguirre

b. Report on District Assessment Data:

Laurie - At our recent CABE workshop, Nick Caruso explained that in order for the Board to promote high achievement and continuous improvement for all students, you need to be provided with access to data that indicates our progress. It is our goal over the course of this year to spend time each month reviewing data related to each of our 3 overarching goals in our strategic improvement plan along with the five priorities we emphasized for improvement this year. Principals' reports throughout the year will touch on our five priorities. Later tonight you will hear from our administrators about our commitment to building a highly qualified team. At this time, we will provide an overview of school and district data that we will use throughout the year to track our work as a district. We've asked each principal and Paula to identify one or two pieces of data that they would like to highlight tonight to give you a sense of how a wide variety of data is used both to indicate progress that we have made and work which needs to be done.

Item 4. Citizens' Comments (regarding agenda items only)

None

Item 5. Letters and Communications

None

Item 6. Approval of the Consent Calendar

Motion- To approve the Consent Calendar

Moved by: Carol Burgess

Seconded by: Sheelagh Lapinski

Vote: Carried (8-0)

a. Budget Update; Kathy Lamoureux

Since the last Board meeting we have continued working with the Town's auditors on the fiscal year which ended June 30, 2022.

I have verified my projection for certified salaries and health insurance accounts. Review of the changes in staff that occurred after June shows enough of an overage to make the reduction in the Board's budget to meet the Town's appropriation for the 2022-23 fiscal year which included the town's use of \$200,000 in ARPA funding. Based on the current projection; certified staff salary and the related insurance object changes result in sufficient overages to reduce these objects by \$101,007. It should be noted, there continue to be vacancies and staffing changes which will affect this projection, and we will monitor this throughout the fiscal year.

Many of the salary accounts outside of the certified staff are difficult to project at this time. There are a number of these positions that are still being advertised for and this creates less reliability in projections.

We are unable to project the regular education tuition because LEARN, New London and Ledyard VO-AG had not given us enrollment numbers as of 10/1/2022. Because we have just started the school year some of the special needs outplacements and transportation are just being worked out. Therefore, we will have better information to provide an update at the next Board meeting, however these areas are of a concern at this time.

Capital Projects:

We have received both Vans from the capital plan. Currently they are awaiting inspection and registration. It is anticipated both vehicles will be on the road within the next two weeks which will be very helpful.

The Tyl carpeting is complete based on the scope of work. Unfortunately, there are still three rooms that need carpeting and Steve is working with the vendor to obtain a cost to complete this work.

Town ARPA Funds:

The PA system and sidewalks have been completed. The air conditioning study and the generator are in process at this time.

Tyl Roof:

Al Jacunski emailed an updated project cost for the Tyl Roof. The cost has increased by \$877,370 and based on the 71.07% State Reimbursement this would increase the cost to the Town by \$317,420. It is important to note that he stated "it is impossible for me to guarantee that these numbers will be accurate in the near future, the costs may go up or decrease.

Item 7. New Business

- a. Report from Carol Dodson about school lunch nutrition

The National School Lunch Program follows the guidelines regulated by the USDA and the State of Ct. Meal Pattern. The meal pattern requirements assure a well-balanced meal that supplies the kinds and amount of foods that children need to help meet their nutrient and energy needs. We do menu meals that children ask for and try to order a variety of different menu items including pizza, chicken nuggets, and brunch for lunch. For those students that do not like what is being offered on the menu, we have alternate meals including yogurt meals, peanut butter and jelly, salads, and in addition to these choices the High School and Middle School also offer grinders, burgers, chicken patties and veggie sandwiches for those students that do not eat meat. The meal pattern is based on grade levels -Grades K-5, Grades 6-8, and Grades 9-12. They also specify calorie, saturated fat, sodium, and trans-fat intake. Students are able to take additional fruits and vegetables, and are also able to purchase a second meal or a la carte items.

- b. Consideration and action to reduce salary (objects 111-130) by \$25,000 and employee benefits (objects 204-222) by \$76,007 to meet the 2022-2023 Town Appropriations to the Board

Motion: To reduce salary (objects 111-130) by \$25,000 and employee benefits (objects 204-222) by \$76,007 to meet the 2022-2023 Town Appropriations to the Board

Moved by: Bob Mitchell
Seconded by: Carol Burgess
Vote: Carried (8-0)

- c. Consideration and action to transfer \$10,000 from Employee Benefit Accounts (Object 111-130) to Workers Compensation (Object 524) to cover shortages in the insurance objects (520-524)

Kathy asked that the motion be revised to reflect Employee Benefit Accounts (Object 204-222) instead of (Object 111-130) which is in error.

Motion to Amend the Motion Replacing Object 111-130 with Object 204-222.

Moved by: Bob Mitchell
Seconded by: Wills Pike
Vote: Carried (8-0)

Motion: To transfer \$10,000 from Employee Benefit Accounts (Object 204-222) to Workers Compensation (Object 524) to cover shortages in the insurance objects (520-524)

Moved by: Carol Burgess
Seconded by: Bob Mitchell
Vote: Carried (8-0)

- d. Consideration and action to approve a bid waiver for Park Roway for door replacement / repair at Palmer, Montville High School and Murphy School for work that was approved under the security grant; this vendor was used to price the work for the original submission of the grant.

Motion: To approve a bid waiver for Park Roway for door replacement / repair at Palmer, Montville High School and Murphy School for work that was approved under the security grant; this vendor was used to price the work for the original submission of the grant.

Moved by: Bob Mitchell
Seconded by: Wills Pike
Vote: Carried (8-0)

Laurie - When we submitted the Security Grant application last January, it included a request for funds to repair and replace the solid core exterior doors at each of our schools. The existing frames are rusted and rotting. Door replacement at MHS (\$35,200) and Murphy (\$12,200) was approved. The funds requested in the grant were based upon an estimate from Park Roway who has done past work on our doors. They completed a walk-through of all district doors at that time and have the best knowledge of the scope of the repair work needed. We believe a bid waiver will save a great deal of time and capitalize on the expertise which Park Roway has about our exterior doors.

- e. Consideration and action to approve Policy 3542.43-R Food Services Charging Policy

Motion: To approve Policy 3542.43-R Food Services Charging Policy

Moved by: James Wood
Seconded by: Bob Mitchell
Vote: Carried (8-0)

Dianne - This is a policy required by statute. It directs us to serve the same meal to all students regardless of the status of their account to pay for meals and to not identify these students publicly while we are attempting to work with the family to settle their accounts.

- f. Consideration and action to establish a building committee for HVAC and other work at Leonard J. Tyl Middle School

Motion: To establish a building committee for HVAC and other work at Leonard J. Tyl Middle School

Moved by: Wills Pike
Seconded by: Carol Burgess
Vote: Carried (8-0)

Laurie - It is the suggestion of Al Jakunski that the Board of Education act as the building committee with the superintendent chairing the committee.

- g. Consideration and action to authorize the superintendent to apply for HVAC and School Construction Grants for the Leonard J. Tyl Middle School

Motion: To authorize the superintendent to apply for HVAC and School Construction Grants for the Leonard J. Tyl Middle School

Moved by: Bob Mitchell
Seconded by: Wills Pike
Vote: Carried (8-0)

Laurie - In order to submit an application for the HVAC grant and for the school construction grant for the Tyl roof project, the Board must vote to authorize me to apply for these grants.

- h. Consideration and action to authorize the preparation of drawings for HVAC and School Construction grant applications

Motion: To authorize the preparation of drawings for HVAC and School Construction grant applications

Moved by: Wills Pike
Seconded by: Florence Turner
Vote: Carried (8-0)

Laurie - Our grant applications for the HVAC improvements and roof replacement require submission of drawings to support our request and documentation that I have Board approval to authorize the creation of these drawings.

- i. Consideration and action to approve the District All Hazards Safety and Security Plan for annual submission to the state

Motion: To approve the District All Hazards Safety and Security Plan for annual submission to the state

Moved by: Wills Pike
Seconded by: Florence Turner
Vote: Carried (8-0)

The plan was reviewed and revised at the building level. Updates were made to the committee members, phone call trees, and incident command personnel. A reference to the Board's new safety and security policy regarding SROs and armed SSOs was included in the plan.

The plan must be submitted to the Dept. of Emergency Management every November.

Item 8. Information Items

Reminder, Building tours - MHS and Murphy on Oct. 25
Oakdale and Tyl on Oct. 26
Palmer and Mohegan on Oct. 27

All tours will begin at 5:00

Item 9. Committee and Liaison reports:

- a. Policy-James Wood- *Special Policy meeting scheduled for November*
The committee held a special meeting on Oct. 11 and reviewed about half of the 6000 series policies. They will meet again on Oct. 25 and hopefully will be ready to bring the 6000 series to the full Board for approval in Nov.
- b. Education Evaluation- Bob Mitchell – No meeting
- c. Communications Committee- Carol Burgess-No meeting
- d. Principal Reports - Building a highly qualified, passionate, dedicated, caring team - Amy Espinoza and David Gollsneider
- e. Montville Education Foundation-Laurie Pallin- No meeting
- f. LEARN – Bob Mitchell - None
- g. CABA/NSBA-Carol Burgess
At the CABA Convention, the delegate assembly will meet to vote on resolutions. Carol will circulate the CABA resolutions electronically to Board members, though many reported they had received a booklet in the mail. Carol ask board members to give her feedback.
- h. Montville Youth Services Bureau Sheelagh Lapinski None
- i. Student Junior Board Representative- Alexa Beams (Matt Malbaurn was absent)

Item 10. Report on District Operating Plan (Vision, Goals, and Strategies)

- a. Report from the Director of Special Services – Paula LaChance

I try to get out into the district programs as much as possible and I have to say every time I go out to visit I see our vision of a graduate in the making and it has really been exciting. Tonight, I place my focus on the students and work going on at Mohegan. Mohegan school has the RISE program which services our K-5 students with the most complexities. Many have limited to no communication abilities. Each day the children in the RISE program join their general education class to spend time engaged in activities with their typical peers. Not only is this exciting to see but it promotes their

school community involvement and social emotional growth. We want our students to be creative and collaborative problem solvers which is exactly what happens when these two groups of students get together. The typical peers are embracing our RISE kiddos, facilitating teamwork and collaboration. Because some of our RISE students have limited to no communication abilities both the typical and disabled peers are learning ways to communicate and work with each other. They are making purposeful connections and engaging in challenging learning experiences.

Our vision of a graduate states that graduates will be effective communicators and problem solvers who are perseverant, self-aware and work collaboratively. The inclusive environment with these groups really promotes all those skills and it's a pleasure to watch the growth and progression.

b Report from the Assistant Superintendent – Dianne Vumback

I wanted to share with you information about the Advisory at Tyl so that you understand its connection to the work we are doing.

Basic Information:

- *All students are in Advisory, which meets weekly on Fridays for 20 minutes in small advisory groups*
- *Average advisory group between 9 and 12 students*
- *Same group of students will stay with their Advisory Teacher for all three years*
- *Provides students with structured academic, social-emotional and future-planning support*
- *Purpose is to foster relationships and create a positive school community*
- *Research supports that students do better when they have stronger relationships – especially with at least one adult in the school building*

Topics to date:

- *Transition back into school and how to ask for help*
- *Creating a class charter and goals for advisory*
- *Learning how to help new friends and support peers*
- *Learning from mistakes and failures – and trying new things*

Last week and this week the Advisory students met to begin their Mascot Search! The high school advisory is doing this same work.

The goal is to explore and establish a new, vibrant identify in the form of a school mascot for Tyl and Montville High School.

A brief overview of the Mascot advisory lessons were shared to showcase the work of the Tyl and MHS staff that collaborated on this project and the creativity and research involved.

The connections to our 2022-2023 goals for fostering positive self-identity include: focusing on relationships; focus on self-awareness and reflection; personalize learning; hear all voices; value all identities and creating an inclusive environment.

c Report from the Superintendent – Laurie Pallin

CABE Workshop - In our efforts to ensure that the Board maintains a strong focus on our district-wide goals, vision, and Board strategies, the Board began renewed participation in the CABE Lighthouse project at a Board workshop on Oct. 3rd. The CABE Lighthouse Project is directly related to the Board's strategic plan in that the workshops are designed to continue to build the Board's capacity to:

- Work effectively with the superintendent as a collaborative leadership team focused on high achievement for all students in the district*
- Monitor the conditions necessary for improving teaching and learning in the district and provide leadership to address issues around those conditions*
- Base decisions about resources and budget on goals and vision for the district with high achievement and continuous improvement for all students as the priority*
- Conduct meetings that are efficient and effective that focus on student achievement and other district priorities*
- Monitor disaggregated student performance data as presented by the administration*
- Communicate clearly the goals and expectations for the district, staff, students, and community*

At our first meeting however, we digressed considerably from the prepared presentation and while the conversations were interesting, I'm not sure how Board members feel about moving forward with the Lighthouse Project. We do have Board members self-evaluation surveys and can address that data through work with CABE or simply as a Board.

Would you like to continue this work with Nick or would you like Dianne and me to ensure that Board agendas are clearly aligned to goals and focused on the work I just outlined through our Board presentations?

Board members were polled – Tina, Flo, Sheelagh, and Jim provided reasons why they thought it would be better for the Board to grow among themselves rather than by utilizing the CABE workshop. Carol, Bob, Grade and Wills believed that the workshops have the potential to support the Board's efforts to be as effective as possible and want to move forward with the next session. It was agreed to go forward with the Dec. 6 session.

Next workshop was set for Dec. 6 at 5:00.

It has come to our attention that some of the Board members' iPads are past end-of-life and no longer reliably connect to email and OneNote. Rather than incur the expense of replacing them, if Board member's need a new device to pick up email and the Board OneNote, please let us know and we have a few old lease laptops that can be used to hold us over for now.

Laurie also reported that the district will use crack sealer to patch two of the MHS tennis courts so that they can be used for team practice this spring since Camp Oakdale will not be available. Matches will all need to be held at away locations.

Item 11. Citizens' Comments

None

Item 12. Board Chair Remarks –

Very high functioning Administrators and a very engaged school board. Do we need CABE, no. Do we need Nick to come again, yes? We are a Blue-Ribbon School District and I'm very proud of our accomplishments.

Item 13. Future agenda items

Feedback on CABE Resolutions

Motion: To enter executive session at 7:55 to discuss matters of school security

Moved by: Bob Mitchell
Seconded by: Carol Burgess
Vote: Carried (8-0)

The Board exited executive session at 8:09 and then voted on item 7i.

Item 14. Adjournment

Motion: To adjourn

Moved by: Bob Mitchell
Seconded by: Carol Burgess
Vote: Carried (8-0)

The meeting adjourned at 8:10 P.M.