

**TOWN OF MONTVILLE
MEETING OF BOARD OF EDUCATION
MONTVILLE HIGH SCHOOL LIBRARY/MEDIA CENTER
May 17, 2011 at 6:00 p.m.**

Item 1. Call to order.

Board Chair David Rowley called the meeting to order at 6:00 p.m. in the Montville High School Library/Media Center. Board members present were Carrie T. Baxter, Sandra Berardy, Deborah Reed-Iler, Steve Loiler, Tom McNally, Robert Mitchell, Jr., Todd Pomazon, James Wood and David Rowley.

Also present were Superintendent of Schools Pamela Aubin, Assistant Superintendent of Schools Brian Levesque, Director of Special Services Donna Maynard, Director of Curriculum and Instruction Laurie Pallin, Business Manager Kathy Lamoureux, Administrative Assistant to the Superintendent Margaret Tripp, Administrators Lorilyn Caron, Jason Daly, Mary Jane Dix, Chad Ellis, Mark Johnson, William Klinefelter, Jr., Jeff Newton, Tanya Patten, Sheila Reagan, Eileen Richmond, and Dawn Davis, Student Board Representatives Jessica Semmelrock and Matthew Clark, and MEA president Joel Farrior, Senator Andrea Stillman of the 20th District, and Mayor Joseph Jaskiewicz.

Item 2. Pledge of Allegiance.

Presentation: A) CABE Student Leadership Awards:

Jessica Semmelrock & Clifton Iler – Montville High School.

MHS seniors Jessica Semmelrock and Clifton Iler were presented CABE Leadership awards for excellence in the classroom and leadership in school. Board member and CABE Area 9 Representative Bob Mitchell read the letter from CABE. The awards were presented by Principal Chad Ellis and Assistant Principals Jason Daly and Tanya Patten.

Presentation: B) Presentation to Student Representative to the Board of Education—

Jessica Semmelrock.

Board Chair D. Rowley presented Jessica Semmelrock with a gift that she can use at the Three Rivers College Bookstore in appreciation for serving as a Student Board Representative for the past two years. He thanked her for the reports she has given on activities at the high school and district activities, for attending CABE Conferences and Days on the Hill that promote education in the state.

Presentation: C) Reception in honor of 2010-2011 retirees.

Superintendent P. Aubin read a quote from Aristotle and offered congratulations to the 2010-2011 retirees for their dedication to Montville. Board members Jim Wood, Carrie T. Baxter, Bob Mitchell and Deb Reed-Iler read resolutions in honor of the following retirees:

- Thomas J. Amanti
- Ellen Kopij
- Elizabeth Manfredi
- Amy Stoodt
- Karen Restivo was unable to attend.

Senator Stillman presented state proclamations to the retirees on behalf of the CT General Assembly and the southeastern CT delegates Representatives Betsy Ritter, Kevin Ryan, and Tom Reynolds, who were unable to attend as the House is still in session and for Senator Edith Prague, who also was unable to attend. Senator Stillman thanked the retirees for their dedicated service and their love for the job. Mayor Jaskiewicz congratulated the retirees on behalf of the Town of Montville and thanked them for their service to the district and urged them to enjoy their retirement in whatever they decided to do.

The meeting recessed briefly at 6:25 p.m. for refreshments in honor of the retirees and resumed at 6:47 p.m.

Item 3. Hearing of delegates and citizens (regarding agenda items only).

None

Item 4: Letters and communications. (8 – Communications/Marketing)

None

Item 5. Approval of Consent Calendar.

Motion: That the Board approves the Consent Calendar.

Proposed by: Deb Reed-Iler

Seconded by: Jim Wood

Vote: Carried unanimously

Item 6. Report from Student Board Representatives.

Student Board Representatives Jessica Semmelrock and Matthew Clark gave a report to the Board as follows:

1. The Environmental Club will participate in the statewide ENVIROTHON competition on Thursday, May 16, at Rocky Neck State Park. The competition with 40 other schools includes an oral presentation and forestry, soils, estuaries, wildlife and aquatics stations.
2. The Empty Bowls Project on April 14 was very successful and the collaborative art and life management event raised over \$1,000 for hunger prevention.
3. On Thursday, June 2, at 6 p.m. in the MHS Library, the MHS International Club and the Montville Arts Café will present an evening of arts and culture. During the event, the jazz improvisation class will perform and the AP Literature students will present poems as famous poets.
4. The American Studies II seniors held a “sock hop” on April 29th, and raised \$800 on behalf of the Healy family to meet expenses. The project was headed by Zack Scovish and his committee that included Ninoshka DeJesus-Rivera, Jackie Jaskiewicz and Megan Fitzgerald. The event was attended by Kahlan and Mr. and Mrs. Healy.
5. MHS students are now able to use their student identification cards for faster meal service. Parents may prepay online at www.meapayplus.com.
6. The MHS ELL students and instructors will participate in the Memorial Day Parade in New London on Saturday, May 28. They will ride a float in honor of America’s fallen heroes with students wearing red Asian and American Lions of Eastern CT t-shirts with “Pause to Remember” on the front. The ELL students will also sing and dance at the Old Mystic Village Diversity Day on Saturday, June 11.
7. MHS ELL student Tashi Lhamo will be a featured student in the *New London Day* featuring outstanding New London County class of 2011 high school graduates.

8. On April 27, MHS beat area schools in an “Apprentice Challenge,” a marketing competition in which a local business presents a challenge to participating schools.
9. The New London Lodge of Elks #360 honored to MHS seniors as part of their Youth Recognition Night on May 22nd. Ashley Sqandurra was awarded the Roswell Edgecomb Memorial Scholarship and Courtney Pedro was awarded the Past Exalted Ruler Scholarship.
10. On Sunday May 1, seniors Chelsea McDermott and Sam Todd were honored as CIAC scholar-athletes at the Aqua Turf Club in Plantsville attended by their parents, Mr. Ellis, Mr. Sherwin, and Coach Colin Delaney.
11. The state championship boys class M soccer team held their awards banquet on May 6th at the Mohegan Sun Hall.

Item 7. Unfinished business.

a. Review 2011-2012 budget development to date. (3—Budget/Resources)

P. Aubin reported that she attended the Town Finance Committee meeting regarding the Board of Education 2011-2012 budget and that the Board hopes to meet the Mayor’s proposed 1% increase over last year’s budget. There is no increase anticipated over the next year for health insurance, and it is hopeful that fuel prices will come down over the summer.

b. Consideration and action to approve new policy on Social Networking (4000 series) as recommended by the Policy Committee at this evening’s meeting. (6—School Health/Safety)

J. Wood reported that the vote on the new social networking policy was tabled last month for feedback from the MEA. That information was provided by Joel Farrior this evening and the policy language will be tweaked and brought back to the Board for a vote next month.

Item 8. New Business

a. Consideration of Board of Education Bylaws as recommended by the Policy Committee at this evening’s meeting. (As per Bylaw #9312, Formulation, Adoption, Amendment or Deletion of Bylaws, “...bylaws will be adopted, amended, or deleted after consideration at two regular meetings of the Board of Education.”) (9—BOE Knowledge)

J. Wood reported that the Committee has been working on the bylaws since September 2010 and the finished product has been reviewed, items added, and language adjusted.

Motion: That the Board approves revisions to the Board of Education Bylaws as recommended by the Policy Committee at this evening’s meeting. (As per Bylaw #9312, Formulation, Adoption, Amendment or Deletion of Bylaws, “...bylaws will be adopted, amended, or deleted after consideration at two regular meetings of the Board of Education.”) Bylaws include:

- #9000, Role of Board and Members (Powers, Purposes, Duties)**
- #9030(a), Commitment to Democratic Principles in Relation to Community, Staff, Students**
- #9121, Chairperson**
- #9122, Secretary of the Board**
- #9125, Removal of Board Officers**
- #9132, Committees**
- #9160, Student Representatives on the Board of Education**

- #9200, Transaction of Business**
- #9210, Qualifications of Members**
- #9221, Filling Vacancies**
- #9222, Resignation from Office**
- #9223, Oath of Office**
- #9230, Orientation of Board Members**
- #9250, Remuneration and Reimbursement**
- #9270, Conflict of Interest**
- #9271, Code of Ethics**
- #9312, Formulation, Adoption, Amendment or Deletion of Bylaws**
- #9313, Formulation, Adoption, Amendment or Deletion of Administrative Regulations**
- #9314, Suspension of Policies, Bylaws and Regulations**
- #9320, Meetings**
- #9321, Time, Place and Notification of Meetings**
- #9322, Public and Executive Sessions**
- #9323, Agenda Construction and Posting**
- #9324, Advanced Delivery of Meeting Materials**
- #9325, Meeting Conduct**
- #9325.1, Quorum and Voting Procedures**
- #9330, Minutes**
- #9400, Goals and Objectives**
- #9405, Board Member Development Opportunities**
- #9600, Presentation of Diploma at Graduation**

Proposed by: Jim Wood
Seconded by: Tom McNally
Vote: Carried unanimously

b. Review the report on the 2009-10 Strategic School Profiles (SSP's) (5—Monitoring district/school improvement)

B. Levesque reported that the district was late in receiving the data due to issues with the State's software. He highlighted the following key areas:

- Declining enrollment
- Declining number of juniors/seniors who are working
- Decreased dropout rate
- Maintaining small class sizes
- Writing strength
- Instructional hours at the high school
- High number of students identified as gifted and talented
- High graduation rate
- Number and percentage of students with disabilities and time spent with non-disabled peers
- Concern regarding percentage of students not reaching physical fitness standards

The district improvement plan will guide the district for the next four years to address areas of concern.

c. Demonstration of X2 Aspen. (5—Monitoring district/School improvement)

B. Levesque gave a demonstration of the parent portal of the student management system that is in a trial period at the Tyl Middle School. It is hoped that the system will be accessible for all students and parents by the end of the summer. B. Levesque demonstrated and talked about the different views that will be visible per school, staff, district, student and parents. He also discussed Pages that will be a way for staff to communicate directly with students. The system, once fully up and running, will be a time saver for the district and provide more timely information to parents.

d. Consideration and action to comply with Public Act 06-63, an act concerning Healthy Foods and Beverages in School for the 2011-2012 school year. (6—School Health/Safety)

- 1. The sale of foods and beverages is in connection with an *event* occurring *after the end of the regular school day or on the weekend*.**
- 2. The sale of foods and beverages is at the *location of the event*.**
- 3. The foods and beverages are *not sold from a vending machine or school store*.**

Motion: That the Board approves and complies with Public Act 06-63, an act concerning Healthy Foods and Beverages in School for the 2011-2012 school year.

- 1. The sale of foods and beverages is in connection with an *event* occurring *after the end of the regular school day or on the weekend*.**
- 2. The sale of foods and beverages is at the *location of the event*.**
- 3. The foods and beverages are *not sold from a vending machine or school store*.**

Proposed by: Deb Reed-Iler
Seconded by: Steve Loiler
Vote: Carried unanimously

e. Set date for Special Meeting of the Board of Education in early June (please bring your calendars to the meeting). (8—Communication/Marketing)

The Board agreed to meet on its regularly scheduled date of June 21, 2011, at 6 p.m. The Town Clerk will be notified of the same.

f. That the Board approves the courses with enrollment under 10 and enrollments under 15 as proposed by the Educational Evaluation Committee at this evening's meeting.

B. Mitchell reported that most of the courses that are being retained are AP courses.

Motion: That the Board approves the courses with enrollment under 10 and Enrollment under 15 as proposed by the Educational Evaluation Committee at this evening's meeting.

Proposed by: Bob Mitchell
Seconded by: Todd Pomazon
Vote: Carried unanimously

g. Discussion of pending claims and litigations (executive session).

Motion: That the Board goes into executive session to discuss pending claims and litigations.

Proposed by: Steve Loiler

Seconded by: Jim Wood

Vote: Carried unanimously

Motion: That the Board comes out of executive session, with no votes taken.

Proposed by: Jim Wood

Seconded by: Bob Mitchell

Vote: Carried unanimously

The Board went into executive session at 7:40 p.m. and returned to open session at 7:58 p.m.

Item 9. Committee and liaison reports.

a. Policy (James Wood). (1 – Advocacy)

J. Wood reported that the Committee met earlier this evening on matters brought to the Board this evening. The Committee will meet next on June 21, 2011, at 5:45 p.m.

b. Educational Evaluation (Robert Mitchell). (5 – Monitoring District/School Improvement)

B. Mitchell reported that the Committee met earlier this evening regarding course enrollment discussed earlier. No meeting is needed for next month.

c. Montville Education Foundation (Deborah Reed-Iler). (7 – Positive Community Relationships)

B. Levesque reported that the golf tournament in August has 90 – 120 committed attendees. Donations and volunteers are being sought.

d. LEARN (Deborah Reed-Iler). (1 – Advocacy)

D. Reed-Iler reported that new representative Charlie Jaskiewicz spoke at the last meeting stating his agenda as nutrition and having representative visits.

e. CABE/NSBA (Robert Mitchell). (1 – Advocacy)

B. Mitchell reported that CABE met last week and set the annual dues with no increase over last year's and the budget was also set. He also reported that he obtained a lot of information from the NSBA conference that can be used within the district.

f. School Building Committee (Todd Pomazon/Donna Jacobson). (6 – School Health/Safety)

T. Pomazon reported that no meeting was held.

g. MetroCast Communications Advisory Council (Tom McNally). (8 – Communication/Marketing)

T. McNally reported that the next meeting is May 18, 2011.

h. Montville Youth Services Bureau (Robert Mitchell). (7 – Positive Community Relationships)

B. Mitchell reported that one of students is building a shed as his senior project and workers and funds are being solicited. The Bureau is also working with the Southeastern Regional Action Council.

i. Administrative Monthly Reports. (5 – Monitoring District/School Improvement)

These reports were submitted to the Board in their packets. S. Loiler commented that the reports are “always a great read.”

j. Chair’s Remarks.

D. Rowley commented on the following:

- The Student Board Representatives taped a twenty minute segment on Channel 22.
- P. Aubin and B. Levesque will give an end of the year report on Channel 22.
- D. Rowley participated in Montville Loves to Read program.
- Thanked those who attended Staff Appreciation Day activities.

k. Other.

- Graduation for Palmer Academy will be held on Friday June 3, 2011, at 6 p.m.
- The Governor’s Summer Reading 2011 Challenge will begin at Mohegan School as of May 6, 2011.
- The Memorial Day Parade is scheduled for May 22, 2011, at 1:00 p.m.

Item 10. Superintendent’s Report.

a. Report from the Director of Student Services – Ms. Maynard.

D. Maynard reported the following:

- D. Maynard and E. Richmond had the opportunity to attend a Legal Issues Conference, one of the best conferences they have attended. They will implement immediately revisions to the Manifestation Determination Forms to make them easier to use and the Section 504 documents. New case law needs to be included in the working documents.
- D. Maynard continues to support school staff in dealing with complicated student behavior issues. She complimented the teachers and related service personnel for their commitment.

b. Report from Assistant Superintendent – Mr. Levesque.

B. Levesque reported on the following:

- The district is in the final stage of hiring an instrumental music teacher and band director at the high school and the middle school. There are two secretarial vacancies at Palmer and Mohegan, respectively.
- The Kid Serve Meal Pay Plus is available for the high school and Murphy School with a 7-digit pin or ID card. Parents can put funds on the card and monitor what their children are eating and the card maintains confidentially for those receiving free or reduced lunch.
- Tickets (at \$100) are being sold for the Tim McGraw concert on July 23, 2011, and the proceeds will support the DARE, youth services and social services programs in the district.

c. Monthly Update.

P. Aubin reported on the following:

- Adam Bowles, a highly reputable, former local reporter is hoping to produce a documentary film that focuses on the success of the Asian English Language Learners in Montville. He is seeking financial support for this project. This is a documentary/web project on Asian immigrant students in Montville, Conn., as all 100 of those who have gone through the high school's English Language Learner program in the last nine years have gone on to college. The film will be promoted in high schools and cultural groups across Connecticut and beyond, promoting best practices of the program and the critical aspect of community support. Sponsors demonstrate their commitment to the Asian Pacific American community in Montville and Connecticut.
- P. Aubin has been working with Nic Savoie and Power IT to update the website design will be ready for the beginning of school. This will provide families/community greater access to up-to-date information in a clearer format at the district and school level.
- On June 17th, P. Aubin will be meeting with Jeffrey Palmer to discuss the Palmer Family Foundation support for Palmer Academy.
- B. Levesque and P. Aubin will be interviewed on Channel 22 Eye on Education-May 25th - "The Year in Review."
- The selection of the 2012 Teacher of the Year has been completed. Heather Holmes, grade 2 teacher at Murphy Elementary School, is the recipient of this award and will represent Montville at the State Teacher of the Year ceremony in November.
- We are beginning to plan for fiber installation in our schools for spring/summer 2012. This is an e-rate reimbursable expense and will improve our speed and bandwidth capacity at each of our schools.
- Custodial negotiations are continuing; the second meeting was postponed due to an overbooked schedule by the Teamsters area president. S. Loiler, K. Lamoureux and P. Aubin are scheduled to meet again on May 23, 2011 at 1:00 PM.
- On Friday, May 13th, P. Aubin had a fully enjoyable morning reading to Heather Holmes, grade 2 classroom at Murphy Elementary School as part of the Montville Loves to Read program.

Item 11. Information items.

- The Governor's Summer Reading 2011 Challenge that will begin at Mohegan School as of May 6, 2011.
- A letter from the Acting Commissioner of Education regarding racial statistics within the district as of October 1, 2010.
- A memorandum to Robert Thorn from the State Department of Education regarding the district's completion of the Title III, Part A Self-Assessment Checklist.

Item 12. Citizens' comments (non-agenda items only).

Steve Loiler was congratulated for his recent graduation.

Item 13. Adjournment.

Motion: **That the meeting is adjourned.**

Proposed by: Steve Loiler

Seconded by: Tom McNally

Vote: Carried unanimously

The meeting adjourned at 8:26 p.m.

Respectfully submitted by,

David Rowley, Chair
Montville Board of Education

Tom McNally, Secretary
Montville Board of Education

Gloria J. Gathers, Recording Secretary

Minutes Approved: _____