

**TOWN OF MONTVILLE
MEETING OF BOARD OF EDUCATION
MONTVILLE HIGH SCHOOL LIBRARY/MEDIA CENTER
Tuesday, November 20, 2012, at 6:00 p.m.**

2012-13 Board of Education Goal:

To engage in a cycle of continuous improvement to ensure all students are educated with high standards and achieve at the highest levels of learning in the Montville Public Schools.

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, Steve Loiler, Tom McNally, Robert Mitchell, Jr., Todd Pomazon, James Wood and David Rowley. Board member Deborah Reed-Iler was absent.

Also present were Superintendent of Schools Pamela Aubin, Assistant Superintendent of Schools Brian Levesque, Director of Special Services Donna Maynard, Business Manager Kathy Lamoureux, Administrators Lori Caron, Mary Jane Dix, Amy Espinoza, Mark Johnson, William Klinefelter, Jr., Jill Mazzalupo, Tanya Patten, Sheila Reagan, Eileen Richmond and Jeff Theodoss; and Student Board Representatives Rachel Orbe and Kevin Fitzgerald.

Item 2. Pledge of Allegiance.

All stood and pledged the flag.

Presentation: A) Montville Marvels.

Leonard J. Tyl Middle School: Principal Mary Jane Dix and Assistant Principal Will Klinefelter recognized Madison Dombrowksi for being a strong role model for her peers by working hard in class, staying focused and positive, and encouraging others. Carlie Poworoznek was also recognized for being an excellent student, always prepared and focused in class; a true exemplar for her peers. These certificates were presented by Board member Carrie Baxter.

Montville High School: Principal Jeff Theodoss and Assistant Principal Tanya Patten recognized Jesse Joseph for his academic and athletic achievements and for his involvement in multiple school activities. Lynn Grills was also recognized for her hard work and dedication in the classroom and her many hours of organizing and volunteering to create student awareness about programs and opportunities to support underprivileged or medically involved people. The certificates were presented by Board member Jim Wood.

Palmer Academy: Principal Sheila Reagan recognized Jake Avery, Ryan Torres and Maegan Whitney for their outstanding participation in Palmer Academy's School Supported Employment Programs. Kim Howard was also recognized for her numerous interactions with the Palmer Academy community. She was not present and will be presented her certificate at the January Board meeting. Board member Tom McNally presented these certificates.

Presentation: B) Student Success Plan – Leonard J. Tyl Middle School.

Principal M. J. Dix assisted by Assistant Principal W. Klinefelter gave a PowerPoint presentation on the work of the Tyl School Improvement Team who reviewed the 2011-12 strengths and areas

of focus for 2012-13 to develop Student Success Plans (SSPs) as part of the district School Improvement Plan.

Item 3. Hearing of delegates and citizens (regarding agenda items only). -- None

Item 4: Letters and communications. -- None

Item 5. Approval of Consent Calendar. (Note: Monthly Budget Summary will be included as part of the Consent Calendar each month.)

Motion: That the Board approves the Consent Calendar.

Proposed by: Tom McNally

Seconded by: Jim Wood

Vote: Carried unanimously

Item 6. Report from Student Board Representatives.

Student Board Representatives Rachel Orbe and Kevin Fitzgerald reported on the following:

1. Sports update:
 - Volleyball* – lost in the first round of the State tournament but had a successful season under a new coach.
 - Boys Soccer* – lost in the State semifinals but finished 19-2-0, a record for most single season wins; several players received state level awards.
 - Football* – will try to make the playoffs with their final regular season game against St. Bernard's, tomorrow November 21st.
 - Swimming* – Abby Bauckus swam for Waterford and had a great experience.
 - Girls Basketball* – began on November 19 while other fall sports will begin on November 26.
 - Boys Cross Country* – ranked 9th in the state at the State Tournament.
2. Five members of the MHS Choir were selected for the CMEA Eastern Region Choir.
3. On October 23, three members of the President's Own Marine Band visited MHS on the nationwide tour.
4. The MHS Chamber Choir travelled to Rhode Island on November 2 for the Providence Choral Invitational.
5. On Saturday, October 18, members of the MHS Marching Band went to Gillette Stadium to participate in the University of Massachusetts' "Band Day."
6. Four MHS students will participate in the Adolescent Learning and Leadership Institute that includes regular meetings in correspondence with Mrs. Macri.
7. National Honor Society students began a tutoring program during study halls and after school.
8. Parent-Teacher Conferences were held on November 15th.
9. On November 15, students dressed for success for American Enterprise Day hosted by the Business Department.
10. The Drama Club will have two show dates for the play *Harvey* on November 30, at 7:00 PM and December 1 at 7:00 PM in MHS auditorium.
11. The Business Department Senior Internship Class is hosting a Hat and Mitten Drive thru the Chamber of Commerce.

12. Hypnotist Jim Spinnato will put on a show at Tyl Middle School on November 28 for the Class of 2013 Project Graduation.
13. College Career Night will be held at MHS on Friday, November 30.
14. The Armed Forces Vocational Aptitude Battery will be offered on December 6, 2012.
15. Students and faculty wish everyone a safe and happy Thanksgiving.

Item 7. Unfinished business. -- None

Item 8. New Business.

- a. **Consideration and action to adopt the proposed schedule of Board of Education meetings for 2013, and file the schedule with the Town Clerk prior to December 31, 2012.**

Motion: That the Board approves the proposed schedule of Board of Education meetings for 2012, and files it with the Town Clerk prior to December 31, 2012.

Proposed by: Tom McNally

Seconded by: Bob Mitchell

Vote: Carried unanimously

- b. **Consideration and action to approve the proposed school calendar for 2013-14.**

Motion: That the Board approves the proposed school calendar for 2013-14.

Proposed by: Tom McNally

Seconded by: Jim Wood

Vote: Carried unanimously

- c. **Discussion of budget development for 2013-14, and consideration and action to approve budget assumptions, constraints, guidelines and priorities for 2013-14.**

Superintendent P. Aubin commented that she would give an enrollment report at the February Budget Workshop.

Motion: That the Board approves budget assumptions, constraints, guidelines and priorities for 2013-14.

Proposed by: Tom McNally

Seconded by: Bob Mitchell

Vote: Carried unanimously

- d. **Set the date for the Special Meeting for the Board of Education Budget Workshop on Saturday, February 9, 2013, 9:00 – 11:00 a.m., Montville High School Library/Media Center.**

Motion: That the Board approves Saturday, February 9, 2013, 9:00 – 11:00 a.m., Montville High School Library/Media Center for the Special Meeting for the Board of Education Budget Workshop

Proposed by: Jim Wood

Seconded by: Todd Pomazon

Vote: Carried unanimously

e. Set the dates for Budget Forums.

- **Tuesday, January 8, 2013, 5:30 p.m. in the MHS Library/Media Center for Leonard J. Tyl Middle School, Montville High School, Palmer Academy**
- **Wednesday, January 9, 2013, 5:30 p.m. in the MHS Library/Media Center for Mohegan School, Oakdale School, Dr. Charles E. Murphy School**
- **Friday, February 2, 2012, 10:00 a.m., Senior Citizens Center**

J. Wood commented on how word of the meetings would be circulated.

Motion: That the Board sets dates for Budget Forums.

- **Tuesday, January 8, 2013, 5:30 p.m. in the MHS Library/Media Center for Leonard J. Tyl Middle School, Montville High School, Palmer Academy**
- **Wednesday, January 9, 2013, 5:30 p.m. in the MHS Library/Media Center for Mohegan School, Oakdale School, Dr. Charles E. Murphy School**
- **Friday, February 2, 2012, 10:00 a.m., Senior Citizens Center**

Proposed by: Tom McNally

Seconded by: Carrie Baxter

Vote: Carried unanimously

f. Cancellation of December 18, 2012 Board of Education meeting.

Motion: That the Board approves cancellation of the December 18, 2012 Board of Education meeting.

Proposed by: Tom McNally

Seconded by: Carrie Baxter

Vote: Carried unanimously

Item 9. Committee and liaison reports.

a. Policy (James Wood).

J. Wood reported that the Committee met earlier this evening and approved the 2013 meeting schedule and reviewed policies regarding search and seizure and nurses' job descriptions and duties. The policies will be reviewed one more time at the January Policy Committee meeting and presented to the full Board at its January meeting.

b. Educational Evaluation (Robert Mitchell).

B. Mitchell reported that the Committee met earlier this evening and approved the 2013 meeting schedule, reviewed a new Spanish textbook series, and the transition of psychology course to an AP course.

c. Montville Education Foundation (Steve Loiler).

S. Loiler reported that the MEF has a few new officers, continues to recruit new members, and its grant committee is reviewing grant applications.

d. LEARN (Deborah Reed-Iler).

D. Reed-Iler was absent from the meeting.

e. CABE/NSBA (Robert Mitchell).

B. Mitchell reported that the recent CABE Conference was "one of the best" and that he was name secretary/treasurer of the CABE Executive Board.

f. School Building Committee (Todd Pomazon).

T. Pomazon stated that there was nothing new to report.

g. MetroCast Communications Advisory Council (Tom McNally).

T. McNally reported that the Advisory Council would meet on November 21 at 5:30 p.m. to discuss its handling of super storm Sandy.

h. Montville Youth Services Bureau (Robert Mitchell).

B. Mitchell reported that the Bureau had a routine business meeting. B. Levesque reported that the JRB has handled 8-10 cases and is going well. M. J. Dix and T. Patten sit on the Board.

i. Administrative Monthly Reports. (2 – Student Achievement)

Board members received these reports in their packets.

j. Chair's Remarks.

D. Rowley commented that he interviewed Josh Cushing and Trevor Sindorf on Cable Access Channel 22 and that it is currently airing. Also, he visited district schools during American Education week and observed student and faculty use of SMART Boards.

k. Other. -- None

S. Berardy proposed Board discussion regarding Project Oceanology. This topic will be added to the January Board meeting agenda.

Item 10. Superintendent's Report.

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

D. Maynard reported the following:

- D. Maynard discussed the preschool program. With the elimination of one section, there is growing concern that the numbers in each class will increase beyond capacity. She monitors the class size and keeps in contact with the preschool staff monthly. She also has spoken to P. Aubin regarding class size and ensuring that it is appropriately staffed. The October 1 Child Count for this year had 17 fewer students than last year at the same time. Should the need arise, the plan would be to move the permanent substitute into a preschool position. There is room for at least 12 additional preschool students.
- We have been working on getting the SEDAC data accurate so that we will be able to submit it by its due date of December 5th. PSIS will open on Tuesday, November 27. At that time, corrections can be made and we should be able to do our final data cleansing.

b. Report from Assistant Superintendent – Mr. Levesque.

B. Levesque reported the following:

- B. Levesque has begun the E-rate process for the 2013-2014 fiscal year. The process begins with the completion of the Form 470. He started some preliminary work on it this week and will finish it next week. E-Rate funding provides the district with a 50% discount on telephone and internet services.
- The fiber installation will be completed on December 4. All schools will experience a slight interruption in their internet services on this day.
- W. Sherwin, J. Theodoss and B. Levesque met with two members of the Montville Lacrosse Boosters Club today. The group has applied for their non-profit status and has met other requirements to get started. With their funding support, we will have both a girls and boys club Lacrosse team this spring.

c. Monthly Update.

P. Aubin reported the following:

- The work on the review of the teacher evaluation pilot and the current plan is ongoing. As we receive training, we continue to have more questions about the state model and the associated documents, rubrics and forms.

- Principals and department managers/supervisors will be submitting their proposed budgets on November 30th. B. Levesque, K. Lamoureux and P. Aubin will be reviewing requests as she prepares the Superintendent's Budget.
- On Thursday, November 15, P. Aubin attended the State Teacher of the Year program with the Montville 2013 Teacher of the Year at the Bushnell in Hartford.
- The plans for the CABA Legislative breakfast for Superintendents, BOE Chairs/representatives and leadership for CABA and CAPSS are well underway. Invitations have been issued and the date has been set for Thursday, December 6, 2012 at 7:45-9:00 AM.

Item 11. Information items. – None

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

Resident Kevin Fritch inquired about the status of the Montville High School water supply and its impact on budget. P. Aubin commented on efforts to correct the same.

D. Rowley commented that Town Councilor Laura Tanner was present on behalf of Town Council Liaison Gary Murphy, who was absent.

Item 13. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Steve Loiler

Seconded by: Carrie Baxter

Vote: Carried unanimously

The meeting adjourned at 6:59 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: _____