

**TOWN OF MONTVILLE
SPECIAL MEETING OF BOARD OF EDUCATION
MONTVILLE HIGH SCHOOL LIBRARY/MEDIA CENTER
Tuesday, June 24, 2014, at 6:00 p.m.**

2012-13 Board of Education Goals:

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, Robert Mitchell, Jr., Kim Navetta, Todd Pomazon, Deborah Reed-Iler, James Wood and David Rowley. Board members Steve Loiler and Valerie Smith were absent.

Also present were Superintendent of Schools Brian Levesque, Assistant Superintendent of Schools Laurie Pallin, Director of Special Services Mark Johnson, Business Manager Kathy Lamoureux, Administrators Mary Jane Dix, Jill Mazzalupo, Heather Mileski, Allison Peterson, Jennifer Russell, and Jeff Theodoss, and Town Council Liaison Joseph Jaskiewicz.

Item 2. Pledge of Allegiance.

All stood and pledged the flag.

Presentation: A) Pathways to Palmer Academy

Chair D. Rowley stated that Pathways to Palmer Academy presentation would be postponed to a later date.

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

Chair D. Rowley asked for comments. Town Council Liaison asked if Item 7.b on the agenda was tournament related and Superintendent B. Levesque confirmed it as so.

Item 4: Letters and communications.

C. Baxter reported on a letter from Mallory Tassone thanking the Board for presenting her with the Jerry Rosen Memorial Award.

Item 5. Approval of Consent Calendar.

Motion: That the Board approves the Consent Calendar.

Proposed by: Deb Reed-Iler

Seconded by: Todd Pomazon

Vote: Carried unanimously

Item 6. Unfinished business. -- None

Item 7. New Business.

- a. Consideration and action for approval of a Certified Nursing Assistant (CNA) course at Montville High School, as recommended by the Educational Evaluation Committee.**

B. Mitchell stated that the CNA course is school-to-career based and anticipated to be offered in the 2015-2016 school year to allow time for setup and to generate student interest. The course will consist of 3-8 classes and practical externship outside the classroom and the costs for it will be included in next year's budget.

Motion: That the Board approves a Certified Nursing Assistant Program (CNA) course at Montville High School, as recommended by the Educational Evaluation Committee.

Proposed by: Bob Mitchell

Seconded by: Todd Pomazon

Vote: Carried unanimously

- b. Appraisal of field trip: Montville High School Girls' Basketball Team, Orlando, FL, December 26, 2014 – December 31, 2014, 16 students.**

The Board was apprised of this trip that will be self-supported by the students.

- c. Appraisal of field trip: Leonard J. Tyl Middle School, 8th Grade Students, Washington, D.C., May 26, 2015 – May 29, 2015, 95 students.**

The Board was apprised of this trip. Board member C. Baxter asked how more space could be made available for interested students. Principal M. J. Dix explained that normally two buses are needed for the trip but this year there will be three buses transporting students. She added that some years there have been cancellations; this year there was only one student on the wait list.

- d. Consideration and action to approval of budget transfers.**

B. Levesque explained that he and K. Lamoureux have been working on the budget transfers that per policy are based upon line items within categories. Two transfers were proposed. The first is the transfer of \$70,000 from salaries to contracted services for unanticipated costs for well work at Tyl and roof repairs based on studies and maintenance items for the bus fleet. The second is the transfer of \$10,000 from salaries to properties for computers and a copier.

Motion: That the Board approves the transfer of \$70,000 from Salaries to Contracted Services for unanticipated costs for well work at Tyl, roof repairs, and maintenance of the bus fleet.

Proposed by: Deb Reed-Iler

Seconded by: Carrie Baxter

Vote: Carried unanimously

Motion: That the Board approves the transfer of \$10,000 from Salaries to Properties for the purchase of computers and a copier.

Proposed by: Deb Reed-Iler

Seconded by: Kim Navetta

Vote: Carried unanimously

Item 8. Committee and liaison reports.

a. Policy (James Wood).

J. Wood stated that no meeting was held.

b. Educational Evaluation (Robert Mitchell).

B. Mitchell reported that the committee discussed the CAN proposal.

c. Montville Education Foundation (Steve Loiler).

B. Levesque reported that the MEF will hold its annual golf tournament on August 11th and player foursomes as well as volunteers are needed.

d. LEARN (Carrie Baxter).

C. Baxter reported there was a LEARN appreciation breakfast on June 12 and at that meeting D. Reed-Iler, whose time on that board has expired, was recognized for her service. She also proposed that the LEARN executive director, Dr. Eileen Howley, gives a presentation to the Board. B. Levesque added that Dr. Howley would speak about LEARN accomplishments and also what is needed.

e. CABE/NSBA (Robert Mitchell).

B. Mitchell commented that the Board should have received their registration forms for the CABE Summer Leadership Conference to be held on July 22nd from 2:00 p.m. – 7:30 p.m. at the Saybrook Inn. He added that a meal would be served.

f. School Building Committee (Todd Pomazon).

T. Pomazon reported the State is still conducting its audit of the school renovation project.

g. MetroCast Communications Advisory Council (Todd Pomazon).

T. Pomazon reported that the Council would meet next in July when new bylaws will be presented.

h. Montville Youth Services Bureau (Robert Mitchell).

B. Mitchell reported that the Bureau is running its summer program that is at full capacity. B. Levesque commented that Bureau received a grant from the MEF for a program in the fall.

i. Administrative Monthly Reports.

Board members received these reports in their packets.

j. Chair's Remarks.

D. Rowley reported that he attended that 5th Grade Picnic/Field Day at Harkness State Park, the Montville Honor Roll Cookout, and the Staff Cookout.

k. Other. -- None

Item 9. Superintendent's Report.

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

M. Johnson reported on a summer program from July 1 – August 20 for preschool children. Transportation will be provided for the program.

b. Report from Assistant Superintendent – Mrs. Pallin.

L. Pallin reported to the Board on the following:

- **Professional Development:** The last two teacher days on Wednesday and Thursday included a day and a half of professional development. All of the elementary teachers and middle school math teachers attended training in the new Eureka math program. Most of the remaining secondary faculty attended sessions on common core state standards shifts in reading and writing presented by our district common core coaches based upon training which they received from the CSDE. Feedback from teachers regarding both sessions was very positive. Our teacher-leaders did an excellent job presenting on the last full day of school! On Thursday morning, principals presented district and building goals for next year, and teachers began the goal setting process called for in the teacher evaluation plan.
- **Curriculum:** Curriculum work began this Monday with most of the elementary teachers and all Tyl math teachers attending four additional days of training in Eureka math led by our math coaches. Tyl and MHS teachers are currently revising curriculum documents in social studies, English, science, math, and elective courses. July will be very busy with curriculum teams continuing work throughout the month.
- **STAR Assessment:** On Friday, several principals and I are attending a seminar put on by Renaissance Learning on use of the STAR assessment to set teachers' student learning goals. We hope to get some guidance on setting rigorous, but reasonable goals for student growth in reading and math based upon our STAR assessment data.
- **Palmer Academy:** She and Heather Mileski spoke with Jeffrey Palmer last week regarding our plans for the Palmer building for next year. He was very pleased by the changes we've made this year and our plans for next year. He is hoping to visit the school soon. We have forwarded him a request for funding to support teacher training for implementation of the Pathways program.

- SharePoint: She and Nic Savoie have been meeting with representatives from Microsoft to explore the use of SharePoint (which is currently included in our Microsoft license) to store curriculum documents and instructional and assessment materials. Our initial meetings have been very positive.
- Kindergarten Readiness: Sixty (60) invitations were sent out for kindergarten readiness. Twenty (20) responses have been received but expectations are for forty (40) students.

D. Reed-Iler commented on teachers' responses to the internal professional development and asked for clarification regarding Aspen IEP issues. L. Pallin responded that the Aspen student management component works well but the curriculum and IEP do not, thus other options are being explored.

c. Monthly Update.

B. Levesque reported on the following:

- Evaluations: He received notice from the State that approved the teacher and administrator evaluations.
- E-Rate: The E-Rate approval has been received and the fifty-five percent (55%) in discounts from the same will be utilized for telephone and website updates.
- Hiring: Ten (10) certified vacancies have been filled; four (4) positions remain open.
- Promotions/Graduations: The promotion and graduation ceremonies were "awesome" and the duties for the same were shared between L. Pallin, M. Johnson, and him.
- Staff Cookout: All staff was invited on the last day of school to a cookout in appreciation for their hard work and recognition of staff among their peers. The Teacher of the Year, Robin Tamburrino, was not only surprised by the announcement but also by her husband's presence at the event. Lunch was served for all and D. Rowley and S. Carroll manned the grills, cooking hotdogs and hamburgers. Since the cookout, B. Levesque has received a number of emails about the event that may well start a tradition and serve as a send off to summer.

Item 10. Information items. -- None

Item 11. Citizens comments (non-agenda items only).

Chair D. Rowley asked for comments. Town Council Liaison J. Jaskiewicz commented that a couple of people have called him regarding students' diplomas that identified T. McNally as Board secretary. B. Levesque said he would look into the matter.

Item 12. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Todd Pomazon
Seconded by: Jim Wood
Vote: Carried unanimously

The meeting adjourned at 6:30 p.m.

Respectfully submitted by,

David Rowley, Chair
Montville Board of Education

Carrie T. Baxter, Secretary
Montville Board of Education

Gloria J. Gathers, Recording Secretary

Minutes Approved: _____