Chairman Mark Holden called the Regular Meeting of the Board of Education to order at 7:03 p.m.

Roll Call:
Mark Holden, Chairman
Thomas Minotti, Vice Chairman
Kate Kutash, Secretary
Anne Gaydos
David Gioiello (arrived 7:42 p.m.)

Jose Goncalves (absent)
Amanda Kilmartin (via Skype)
Darlisa Ritter
Kathleen Yolish (excused)

Final Quorum – 7 present; 2 absent

Board of Education Administration present: Dr. Christopher Clouet, Superintendent of Schools; Lorraine Rossner, Assistant Superintendent; Carole Pannozzo, Human Resources Director; Rick Belden, Finance Director

(1 tape on file in City/Town Clerk’s office)

The Pledge of Allegiance was recited.

Approval of Agenda
Thomas Minotti moved to add to the agenda item VIII.A. 9 - Appointment of Gavriela Ziu-Pires as Supervisor of STEM and VII.A.4.b and c – two additional approved grants; motion seconded by Anne Gaydos and passed unanimously.

Thomas Minotti moved to approve the agenda as amended; motion seconded by Kate Kutash and passed unanimously.

Presentations and Recognition
Teacher of the Year – Superintendent Clouet announced this year's winner, Kim Atkinson, Booth Hill School kindergarten teacher. Principal James Zavodjancik spoke and accepted the award on behalf of Mrs. Atkinson.

Connecticut Council for Social Studies Award – Elyse Poller, CCSS President Elect, presented Katelyn Botsford Tucker the Excellence in Social Studies Education Award, which recognizes exceptional classroom social studies teachers. Ms. Poller discussed the award criteria and highlighted Katelyn’s implementation of an interdisciplinary unit on the global refugee crisis. Ms. Tucker accepted the award and received applause.

SHS Drama Club - Katherine Sedlock, one of three directors of the SHS Drama Club, introduced several students who performed in this year's production of “Chicago” and received Overall Best Musical in Connecticut.

SEEF Mini Grant Awards – Assistant Superintendent Lorraine Rossner announced the winners of the Shelton Education Endowment Fund Mini Grant awards of $250 each for interesting and educationally creative classroom activities. The following will receive checks for next school year:

- Planning for a STEM Career – Kari Yacawych, Katherine Lindstrom, Susan Krauss (Sunnyside)
- STEM Activities “Squared”! – Jennifer Keene, Sara Marr, Laura Mulligan, Jenn Saas (Long Hill)
- Virtual Reality & the Arts – Theresa Manus Piccolo (Mohegan)
Public Hearing
Suzanne Adan, mother of two special needs Pre-K students, expressed concern over potential elimination of the Typical Peer Program. Superintendent Clouet responded that is not going to happen and Ms. Gabrielson will give more detail later in this meeting.

Approval of Minutes
Kate Kutash moved to approve the minutes of the Special and Regular Meetings held on May 22, 2019; motion seconded by Thomas Minotti and passed unanimously.

Communications to the Board
There were no communications.

Superintendent’s Reports & Action Items
Dr. Clouet discussed the steps taken during the budget cycle and said he will be recommending a budget later in the meeting that will reconcile with our allocation from the City. He said while he is disappointed with the allocation, we are committed to providing the best possible programming and education we can with our resources.

He stated the City will take over student transportation on July 1. The City has indicated they are not quite prepared yet to transport Shelton students to a special education program at CES beginning on July 1. He said we have a plan B, which had already been in place to ensure we would be able to provide transportation for those children. Our extended year program (summer school) will begin on July 8, and we anticipate the City will have certified bus drivers ready to go for that. Rick Belden said as of today, we are still finalizing the formal transportation agreement between the City and the Board of Education and hope to have it completed shortly. Mr. Belden said we have been working diligently with BOE staff and Ken Nappi to come up with a plan to successfully implement transition of student transportation services to the City. For the outplacement program at CES beginning July 1, we will be utilizing our own vans staffed with drivers and monitors due to the timing of hiring bus drivers, obtaining the necessary certifications and getting it up and running. Once the City has its transition completed, their drivers will take over. Regarding summer school starting on July 8, the bulk of routes was done here and information has been given to the City to implement into the Versatrans system. We anticipate having the ESY bus route information to give to parents soon.

Kathie Gabrielson, Supervisor of Special Education and Pupil Services, gave an overview of the Pre-K program and confirmed that all of the Neuro Typical Peers who are currently enrolled and remain eligible for pre-school are invited to return next year. We will maintain collecting tuition for those students but will be accommodating that to reflect a four-day week program, so it won’t be high as it was this year. She stated decisions about new Neuro Typical Peers will be made closer to August 1. She said we are looking to increase opportunities for our pre-schoolers to have more time with Neuro Typical Peers and will be talking with local districts, RESCs such as CES and ACES, and community-based possible opportunities.

Approved Field Trips
Board members were apprised of approved field trips: SIS gr. 8, Washington, DC; SHS Science, Hawaii; SHS History, Amsterdam, Paris, London.
**Donor Projects**
A listing of current donor projects by school was included in packet for information.

**Approved Grants**
Board members were apprised of the following approved grants: Book Love Foundation $2,000 grant to purchase books awarded to Cara Foley; 2019 CAS-CIAC Endowment and Flanagan Grant awarded $1,000 to Kari Yacawych and $1,000 to Kristen Festa.

**Items Presented for Vote**
Thomas Minotti moved to group agenda items VIII.A.1-7 for one vote; motion seconded by Darlisa Ritter and passed unanimously.

Kate Kutash moved to approve items VIII.A.1-7; motion seconded by Thomas Minotti and passed unanimously.
- Grant Proposal for Valley Regional Adult Education – Workforce Readiness Project – ESL
- Long Hill School PTO fundraising request
- Elizabeth Shelton School fundraising request
- Mohegan School fundraising request
- Mohegan School PTO fundraising request
- SHS Boy’s Swim Team Parents Organization fundraising request
- Mohegan School donation of $5,425.88 from Stop and Shop Rewards Program

*(Note: David Gioiello arrived at 7:42 p.m.)*

Thomas Minotti moved to approve recommended schedule of salary increases for the non-bargaining unit employees and contractual extensions for John Calhoun, Daniel DiVito, Rick Belden and Carole Pannozzo; motion seconded by Kate Kutash followed by discussion. Kate Kutash moved to call the question; seconded by Thomas Minotti and passed unanimously. Motion to approve passed with vote of 4-2-1 (nay Darlisa Ritter, David Gioiello; abstention Mandy Kilmartin).

Thomas Minotti moved to appoint Gavriela Ziu-Pires to the position of Supervisor of STEM; motion seconded by Kate Kutash and passed with vote of 6-0-1 (abstention Darlisa Ritter).

**Comments by the Board Chair**
Chairman Holden stated we have just completed an amazing year with numerous staff members and students being recognized for academics, work in the arts and sports. Our Robotics team is doing amazingly well on the world level. Our district accomplishes amazing things with meager resources. Mr. Holden expressed appreciation of all staff members, teachers and administrators alike. He noted this is Lorraine Rossner’s last Board meeting and acknowledged her accomplishments over her career of 42 years with the district.

**Reports of Standing Committees**
Teaching & Learning – Anne Gaydos reviewed the topics of the June 4 meeting including presentations on Mindfulness; Keyboarding; Making to Learn – Entrepreneurial Mind Set; and Roles and Responsibilities of the Assistant Superintendent. The committee will not meet in July.
Finance Committee – Thomas Minotti gave a detailed report of topics of the Finance Committee special meeting held on June 18. Rick Belden gave comprehensive revenue and expenditure reports. Mr. Minotti said the BOE is filing our request for the Excess Cost Grant revenues with the City. A request was filed with the City Finance Office to process the 2018-19 2% ECS set aside grant funds to the BOE GM360 account. We are asking that these funds be transferred to the BOE grant fund prior to the yearend. The yearend projection shows the BOE expenditures with no deficits. The BOE Finance Department is continuing to support the City Finance Department with their cash flow management efforts as we have started providing regular grant funds to the City. He said the Superintendent and Finance Director gave the committee a comprehensive 2019-2020 budget reduction and adjustments report. John Calhoun gave a Facilities report and noted the architect is designing a solution, hopefully to finally resolve the leaks at Sunnyside School. Also, after completing the windows in the gym and restrooms, installation of shades, window screens and room air conditioners will begin at Elizabeth Shelton School. The next meeting will be held in August.

Superintendent Clouet said he was asked by board members at the Finance Committee to submit his recommendations after making numerous reductions (19.5 employees reduced with this budget). He said since he was hired in 2016, we have been reducing teachers and administrators every year. Dr. Clouet said his recommendation includes no cuts to sports or transportation to ECS/RCA, includes the addition of a school psychologist, and reconciles our budget to the allocation we received, which we are required to do by law. Rick Belden reviewed the highlights noting that our original budget submitted to the City included a reduction of $1.6 million (equivalent of 14.5 staff members – 1 administrative position and 13.5 teachers). Once we received the zero percent increase, the challenge was to make that number and see what else could be cut in terms of staffing to meet the $2.1 million reduction that was required in addition to that. He stated we were successful in doing that through a combination of reductions in force, retirements and not replacing them, loss in FTEs in personnel for the district going forward. The bulk of types of budget reductions are things associated with salaries like health insurance. Grants were reviewed to make sure grants are being charged accordingly. For 2019-2020, a 2% set aside grant was included. We are also looking at FICA alternative retirement plan that may save us money in terms of employee/employer match for Social Security and Medicare. We are discontinuing some of the IT software plans. We are working in collaboration with the City to see if we can reduce the number of bus monitors to match up appropriately with student requirements. Some line items were returned to 2018-2019 funding levels such as library books, periodicals and replacing equipment. No indication has been given by the City that books/textbooks and computer equipment will be funded, so we will be presenting to the City a proposal to use a different way of financing and leverage our money by using a lease to obtain needed equipment and spread out over time to get budget certainty. We will be recommending closure of elementary and PHS for weekend activities to allow reduction in utilities. There is also reduction in some of the plan programming next year. The reductions total $2,108,729 to come up with $72,765,000. Mr. Belden explained the FICA alternative retirement plan. He confirmed the budget is balanced.

Thomas Minotti moved to approve the 2019-2020 school year budget of $72,765,000; motion seconded by Kate Kutash followed by discussion. Questions regarding Excess Cost and other grants were addressed. Motion passed unanimously.

Policy Committee – Kate Kutash said the committee met on June 4 and reviewed kindergarten registration policies of surrounding districts, all of which still use January 1 as a cutoff date. Decision was made not to change our policy. There was a preliminary review of building use fees and mileage reimbursement protocol, both of which will be carried over to the next meeting. A couple small pieces were added to the new board member packet. The next meeting in August will include previously mentioned topics as well as Attendance policy.
Public Relations & Outreach Committee – Mandy Kilmartin stated no meeting was held and the next anticipated meeting will be in September.

Superintendent Evaluation Revision Ad Hoc Committee – Kate Kutash stated the document was presented last month as a standard and an evaluation tool. No additional input was received.

Kate Kutash moved to approve the Superintendent Evaluation Document that was provided as a handout at the May Board of Education meeting. David Gioiello moved to table the motion since he was not physically present at the May meeting; motion seconded by Darlisa Ritter and passed with a vote of 3-2-2 (nay Mark Holden, Anne Gaydos; abstention Kate Kutash, Thomas Minotti).

Reports of Special Committees
CES – Thomas Minotti reported on the topics of June 6 CES Representative Council meeting. The 2020 meeting schedule and Executive Director’s contract were approved. Next meeting is scheduled for September 5.

Unfinished Business
There was nothing discussed.

New Business
There was nothing discussed.

For Your Information
Chairman Holden noted the attachments in the packet including Vacancy Report, Staff and Stipend Actions, Enrollment Report.

Highlights
Mark Holden said graduation was the most joyous since he has been on the board. The new chairs, which were needed to protect the field, are comfortable and should save us money in the long run. He commended Ken Saranich for stepping up and filling many extra obligations for the district. Kate Kutash thanked Lorraine Rossner for her work over the years with the Policy Committee. Superintendent Clouet commented that Ken Saranich stepped up when asked to lead two buildings. It was not clear what the timeline would be and turned out to be longer than expected. He said Ken handled it with confidence and grace and received no extra pay, in spite of rumors to the contrary.

Adjournment
Chairman Holden adjourned the meeting at 8:15 p.m.