

**SHELTON BOARD OF EDUCATION
REGULAR MEETING
Board of Education Administrative Offices
382 Long Hill Avenue
Board Room, 2nd Floor
September 26, 2018**

Chairman Mark Holden called the Regular Meeting of the Board of Education to order at 7:00 p.m.

Roll Call:

Mark Holden, Chairman

Thomas Minotti, Vice Chairman

Kate Kutash, Secretary

Anne Gaydos

David Gioiello

Jose Goncalves

Amanda Kilmartin (via Skype)

Darlisa Ritter

Kathleen Yolish

Full Quorum

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

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

The Pledge of Allegiance was recited.

Approval of Agenda

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

Presentations/Recognitions

Dr. Clouet read the names of teachers who achieved tenure status effective August 28, 2018, as well as names of newly hired teachers. All present were acknowledged by the board. Mark Holden extended thanks and best wishes to Sean Kells-Murphy, computer technician, who is leaving for another position.

Public Hearing

Judson Crawford, 8 Jordan Avenue, asked for information regarding RFP Bid #39-06 Propane for School Buses and was told information will be shared later in the meeting.

Approval of Minutes

Thomas Minotti moved to approve the minutes of the Regular Meeting of August 22, 2018 and two Special Meetings of August 29, 2018; motion seconded by Kate Kutash and passed unanimously.

Communications to the Board

Board Members received several notes of appreciation from principals.

Superintendent's Commentary/Instructional Update

Opening of School - Dr. Clouet said the opening of school went well but not without some challenges, including several days of hot, humid weather and last night's powerful rain storm that resulted in some minor leaks in all of our buildings. He said today's Field Hockey game was the first use of our new field and discussed upcoming schedule for this week. He noted the field will be offline next week for completion of the track. Superintendent Clouet stated new computers have been

Installed for almost all teachers and acknowledged there are still some gaps where upgrades are needed. Also, the Chromebook 1:1 pilot program at PHS and SOI is up and running.

Transportation Update – Dr. Clouet said it was an unusual summer of getting things ready; and, even though we weren't able to deliver the exact requirements initially, once Shelton was in session, we were prepared, and we have enough buses. There are 59.5 runs per day and there are some buses still being repaired, which should be resolved shortly. Mrs. Yolish asked if we are keeping a monthly report of incidents to use as a comparison. Dr. Clouet said he will check with Durham. David Gioiello asked if the cost has been determined for the extra out-of-town buses Durham is borrowing. Ed Drapp stated he met with Durham and was told they will not be charging anything extra as of now for the five extra buses. Mr. Drapp clarified the actual cost of a bus contract is based on the number of hours, number of buses used, number of routes and tiers, plus the cost per driver per hour.

Budget Update – Superintendent Clouet said Ed Drapp will speak about more about budget in his Finance report and said we have been expressing with our colleagues in the district about our concerns with the tight budget and the regrettable reality of having to do things like Pay to Participate. He said we are really running an extremely tight budget this year with potential of having to take some actions as the year goes on. He said the schools have enough paper, and that is not an issue.

Approved Field Trips

There were none.

Items Voted on

Kate Kutash moved to group Board Action Items A. 1-4 and 8-10 for one vote; motion seconded by Kathy Yolish and passed unanimously.

Thomas Minotti moved to approve Board Action Items A. 1-4 and 8-10; motion seconded by Kathy Yolish and passed unanimously.

- ESS fundraising request
- SHS Boy's Swim Team fundraising request
- Intermediate School of Innovation fundraising request
- Acceptance of \$4,486.72 donation from ESS PTO
- Acceptance of anonymous donation to SHS
- SHS Field Hockey fundraising request
- PHS PTO fundraising request

Kate Kutash moved to accept on behalf of Shelton High School a \$650 donation from Santa Energy to purchase running shorts and shirts for the SHS Girls Cross Country Team; motion seconded by Thomas Minotti. Kathy Yolish questioned if there was any conflict of interest because they are one of the vendors bidding on propane and discussion followed. Chairman Holden asked for a motion to accept the donation with the proviso that we will submit to the Board of Ethics and to our Policy Committee; and, in the event there is a negative finding by the Board of Ethics, then the board will readdress it. Kate Kutash moved; Thomas Minotti seconded. Motion passed with vote of 7-2 (Nay – D. Gioiello, D. Ritter).

Kate Kutash moved to accept a \$2,000 grant from Walmart to be used to supplement the Pay-to-Participate assistance fund for both athletics and extracurricular activities; motion seconded by Anne Gaydos and passed unanimously.

Kate Kutash moved to adopt Policy #5113 School Attendance/Loss/Restoration of Credit that has sat for review; motion seconded by Darlisa Ritter and passed unanimously.

Comments by the Board Chair

Chairman Holden talked about the loss of IT employees to the private sector due to salary, which is an issue for future discussion. He mentioned the next home football game after this Friday is October 26. Relative to the SHS mold issue, he stated we are still awaiting the OSHA report and will follow their recommendations.

Reports of Standing Committees

Teaching & Learning – Anne Gaydos reported on the topics of the meeting held September 11, including a Personal Narrative Presentation by Vicky White. The committee discussed drastic reductions to the textbook line items for this budget year, with limited dollars available for new textbook purchases. The next meeting will be October 9 at 4 p.m. with agenda items of discussion of FOI concerns regarding taping and minutes of meetings and SBAC. It was noted the finalized Digital Presence Mission Statement, Guidelines & Expectations is included in packets.

Finance Committee – Thomas Minotti reviewed the highlights of the meeting held September 19 including the Finance Director's extensive and complete financial report; review of capital projects and non-recurring costs; review of 2017-18 budget variances; discussion of 2018-19 budget fees; review of City In-Kind Services Report; review and approval of 2019 Finance Committee Schedule; Maintenance Director's Report by John Calhoun. Minutes are posted online.

Ed Drapp provided a handout showing the City's analysis of the bids for RFP Bid #39-06 Propane Filling Station for Shelton School Buses on September 18, 2018 and discussion was held. David Gioiello questioned whether the federal alternative fuel credit was based on fiscal or calendar year. Mr. Drapp will look into this. Mr. Gioiello also asked what the board's obligation is for fuel after the first year when the buses are the City's responsibility. It was clarified that the City is running the bid process, will sign a contract for propane, and we will pay for it. The City required the school board to put this out to bid. They are looking to this board to complete an official contract award document and send it back to the Board of Aldermen for approval. The board consensus was to go with Mr. Drapp's recommendation to approve a three-year contract with the lowest bidder, Santa Energy, at \$1.3012 per gallon.

Kate Kutash moved to approve a three-year contract with Santa Energy to provide propane for Shelton School buses; motion seconded by Jose Goncalves and passed unanimously.

Kate Kutash moved to accept as complete State Project 126-0079 – Shelton High School Renovations; motion seconded by Darlisa Ritter and passed unanimously.

Policy Committee – Kate Kutash discussed the meeting of September 11 including review of Policy 6146.2 Promotion/Acceleration/Retention; Wellness Policy draft discussion and presentation by John Niski; New Board Member Packet/Orientation; Pay to Participate discussion. Minutes are posted online. Next meeting is October 9 with tentative agenda items of continued discussion of Promotion/Acceleration/Retention Revisions; review of final Wellness Policy Revision; continued work and discussion of New BOE Member Orientation Packet.

Public Relations & Outreach Committee – Mandy Kilmartin said the committee held its initial meeting last month with a broad discussion of ideas and brainstorming. Discussion included an opportunity to publish in the Shelton Herald a bimonthly column entitled "Inside Our Schools." Dr. Clouet's article was previously published and a second article "Vision of a School Board Mom" written by Mandy Kilmartin will be published in the next edition. Anne Gaydos will write the next article, and other board members are encouraged to participate. Columns will alternate with submissions by the board and staff. Other ideas to build stronger relationships with schools, teachers and administrators were discussed and suggestions are welcome. Dates for future meetings will be established. Darlisa

Ritter mentioned that BHS has been fundraising for fans for their gym and requested that it be run by John Calhoun to make sure it is compatible with the electrical system.

Reports of Special Committees

CES – Thomas Minotti said Dr. Chip Dumais welcomed everyone as the new Executive Director at the initial CES meeting on September 6. Mr. Minotti discussed Milo, a robot learning tool that uses programs for Special Education students. CES owns three robots that can be lent to the districts. He suggested looking into this and setting up a demonstration in our district.

Unfinished Business

David Gioiello asked for the status of adding two teachers to balance class sizes discussed at previous meeting. Carole Pannoza discussed current numbers including class feeding in numbers and said it looks like 19, 20, 21 range next year. She said there are three schools with high grade 4 numbers. Superintendent said this may be some version of the new normal, and we may be looking at class sizes of 21, 22 going forward. There was discussion of hiring tutors to help with larger sized classes, if we have the funding. The topic of possible savings was brought up. Ed Drapp stated the big part of planning out the budget is going to rely on how much of the planned revenue we have in, which can be better determined by October Finance Committee meeting.

New Business

David Gioiello suggested creating for the public a step-by-step explanation of the recent budget process including our original submission, what we were awarded, listing the cuts we made in order to balance the budget, the impact of the bus contract and having to pay for the additional propane. He said it should be posted on our Website and should be available to anyone who requests it. This would be very transparent and would help the public understand the changes we've made in our budget in order to comply with the various things that occurred. It was suggested that the superintendent and finance director should take on this task.

For Your Information

Chairman Holden noted the attachments in the packet including Tenure Report, Vacancy Report, Staff and Stipend Actions, and Opening Enrollment Report. The dates of remaining Back to School Nights were shared. It was noted that the rescheduled PHS (5) date is October 9.

Highlights

Kathy Yolish thanked Lisa Oko, SHS parent, who was instrumental in reaching out to us and making sure we were able to get 120 23" monitors from her employer, Alexion. Kate Kutash thanked the bus driver of bus #38, who reached out to a family over Labor Day weekend to make sure their child had a bus assignment for first day of school. Darlisa Ritter said the new technology in the classrooms made the presentations smooth and even better than last year. Kathy Yolish said she was asked by some teachers who to thank for their new computers and she suggested they contact the Board of Aldermen. Superintendent Clouet said he had sent a letter of appreciation to the aldermen that was read into the minutes of their meeting. Mark Holden commented that the back to school nights were well organized. He said the football field is amazing and is very much a college-level field with lots of extra lines for other sports. He noted it will be very safe for the students to play on. He said Gary DeFilippo, who has been the point person for the project, predicts in 12-14 years, they can just tear up the carpet and put a new one on top of the existing padding. Kathy Yolish asked administrators who are planning STEM nights to try to avoid BOE meeting nights so board members can attend.

Adjournment

Chairman Holden adjourned the meeting at 8:21 p.m.

Diane Luther

Secretary to Board of Education

October 3, 2018