

**SHELTON BOARD OF EDUCATION  
REGULAR MEETING  
Board of Education Administrative Offices  
382 Long Hill Avenue  
Board Room, 2<sup>nd</sup> Floor  
November 28, 2018**

Chairman Mark Holden called the Regular Meeting of the Board of Education to order at 7:11 p.m.

Roll Call:

Mark Holden, Chairman	Jose Goncalves
Thomas Minotti, Vice Chairman	Amanda Kilmartin
Kate Kutash, Secretary	Darlisa Ritter
Anne Gaydos	Kathleen Yolish
David Gioiello	

Full Quorum of 9 members

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**

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

**Yearly Re-Organization of the Board – Election of Officers**

**Thomas Minotti moved to select Kate Kutash as moderator for election of officers; motion seconded by Jose Goncalves and passed unanimously.**

**Thomas Minotti moved to conduct election of officers by roll call vote; motion seconded by Anne Gaydos and passed unanimously.**

**Thomas Minotti moved to nominate Mark Holden to continue as Chairman; motion seconded by Amanda Kilmartin. Darlisa Ritter moved to nominate David Gioiello as Chairman; motion seconded by Jose Goncalves. There were no further nominations. Kathy Yolish moved to close nominations; motion seconded by Thomas Minotti. Roll call vote: For Mark Holden – 5 votes (A. Gaydos, M. Holden, A. Kilmartin, K. Kutash, T. Minotti). For David Gioiello – 4 votes (J. Goncalves, D. Gioiello, D. Ritter, K. Yolish). Mark Holden was elected Chairman.**

**Mark Holden moved to nominate Thomas Minotti as Vice Chairman; motion seconded by Anne Gaydos. There were no further nominations. One unanimous vote was cast for Thomas Minotti as Vice Chairman.**

**Mark Holden nominated Kate Kutash as Secretary; motion seconded by Anne Gaydos. There were no further nominations. One unanimous vote was cast for Kate Kutash as Secretary.**

**Presentations/Recognitions**

Dr. Clouet introduced his recommended candidate to become the next Director of Finance and Business Services, Rick Belden. He said Mr. Belden has an MBA, has lots of experience having served as a Director of Finance. Superintendent Clouet stated he highly recommends Rick for this position.

**Kate Kutash moved to approve the hiring of Richard Belden as Director of Finance and Business Services; motion seconded by Kathy Yolish and passed with a vote of 8-0-1 (abstention – David Gioiello).**

Mr. Belden received congratulations, expressed his appreciation and said as a lifetime resident, he is excited for the opportunity to work in his home town.

Superintendent Clouet introduced Gavriela Ziu-Pires, who has been appointed as the Interim Supervisor of STEM until the end of this school year. The position will be posted sometime in the spring. Mrs. Ziu-Pires expressed appreciation, noting it is a critical role and will do her best to be an effective member and continue the work to prepare students for what's ahead in life.

Athletic Director John Niski introduced SHS seniors Alyssa Bretan and Haley Adcox, who spoke on behalf of the SHS Chapter of the Class Act Sportsmanship Committee, currently in its third year as a CIAC Class Act School. This year at the CIAC Class Act Sportsmanship Banquet, the school was selected as a 2017- 2018 CIAC Michaels Cup Class Act Sportsmanship recipient, which recognizes SHS as one of the top Class Act Schools in the state.

Dina Marks, SIS Assistant Principal, was congratulated for being selected by Connecticut Association of Schools as the Assistant Principal of the Year for the State of Connecticut. Dr. Clouet described her as truly the best, known for her big heart, her graciousness under pressure, and the fact that she is a forward-thinking person who is a member of our Steering Committee for Strategic Planning. Mrs. Marks said it an honor to bring this home to Shelton. She said she is so proud to be part of our community. Mrs. Marks stated her fellow administrators provide great support, and she is just one little piece of a great faculty.

Innovative Educator Award - Superintendent Clouet announced the November Innovative Educator Award winner, Angela Catone, Enrichment Specialist at PHS. Ms. Catone discussed the use of a Math Crash Cart, which she described as the best thing she has done this year and has made her a better teacher. The cart contains all the manipulatives organized in labeled containers and meets all the needs of her students. In addition to efficiency, the students enjoy the STEAM driven approach. A video was shown of various classroom projects. Principal Lorraine Williams commended Ms. Catone and said she extends the curriculum and gets the kids to think. She said Ms. Catone also advises Student Council and is an integral staff member at Perry Hill School.

**Public Hearing**

Michele Piccolo, 49 Cloverdale Avenue, discussed the 5 robotic teams she coaches and invited the board to attend the State Tournament at SHS on December 1 from 9-3. Headmaster Beth Smith noted the UB STEM Bus will be on site for the entire competition.

**Approval of Minutes**

**Thomas Minotti moved to approve the minutes of the Special Meeting October 24, 2018; Regular Meeting October 24, 2018; Special Meeting November 7, 2018 and Emergency Meeting November 7, 2018; motion seconded by Kate Kutash and passed unanimously.**

**Communications to the Board**

There were no communications.

**Superintendent's Reports & Action Items**

**Update on the Bus Fleet** - Dr. Clouet discussed a handout regarding the status of the bus fleet including upcoming inspection dates. He stated we are still in a process of discussion with the City about the next step in terms of their interest in taking over our bus service. David Gioiello stated under the agreement, the City is to take over and operate the bus system for us. He asked if there is a date prior to that when the City would notify us so we would have a sufficient amount of time to bid or to approach the current contractor for an extension? Dr. Clouet stated there is an understanding that it will be towards the end of this calendar year. He said our attorney has communicated with the City attorney and the understanding was that they would provide a written plan which essentially would be similar to the plan that a bidder would provide; and while it's not a formal bid, it would indicate the capacity to do similar work. David Gioiello asked if it is determined at the end of December that the City will not be able to do this, then we'd have to go forward and either approach Durham for an extension or re-bid the entire contract? Dr. Clouet stated that would be a board decision, and we can discuss that in more detail should that come to pass. David Gioiello asked if there was sufficient time to get it out there and bid so we don't fall flat on July 1? Dr. Clouet stated he believes we could find an alternative vendor for transportation services if that comes to pass. Tom Minotti asked if we would have a violation of Charter if we have to do that? Dr. Clouet said the issue that became unnecessarily contentious was whether we would have to follow the City's bidding processes; we did, which included the use of the propane buses, and that was changed suddenly. We had a disagreement about which aspect of the Charter was either violated or not. He said the most important thing is we came to an agreement. He stated he is confident the City will be able to hire drivers and put together a plan that will run the buses. While there is no specific deadline, there is an understanding that they will provide proof they can run the service. He stated otherwise, you, members of the board, will be in a bad situation where you're not able to provide transportation, which is part of your legal requirement.

**Habits of Mind Presentation** – Superintendent Clouet and Vicky White shared a presentation about Habits of Mind, which they also gave at faculty meetings at every school and at a meeting of the Teaching and Learning Committee. A copy of the presentation will be sent to all board members.

*(A five minute recess was taken from 8:07 p.m. to 8:12 p.m.)*

**Approved Field Trips**

There were none.

**Items Voted on**

**Kate Kutash moved to approve the contract extension for Superintendent Clouet, as discussed; motion seconded by Amanda Kilmartin. Discussion. David Gioiello asked for correction of typos on page 7. Motion passed with vote of 6-0-3 (abstentions – David Gioiello, Kathy Yolish, Darlisa Ritter).**

**Thomas Minotti moved to accept on behalf of Perry Hill School a grant from Target for \$1,000 to be used for garden/outdoor classroom. Motion seconded by Kate Kutash and passed unanimously.**

**Kate Kutash moved to accept on behalf of Booth Hill School a \$630 donation from BHS PTO for music equipment to support the music program; motion seconded by Amanda Kilmartin and passed unanimously.**

**Thomas Minotti moved to accept on behalf of FLL Robotics team a \$1,500 donation from Barnum Engineered Services for registration cost involved with First Lego League; motion seconded by Kate Kutash and passed unanimously.**

Thomas Minotti moved to accept on behalf of Elizabeth Shelton School and Shelton Intermediate School a check for \$1,600 to support two VITAHLS mini grant projects (\$1,100 for Keefe Manning's kinesthetic classrooms at ESS and \$500 for Brad Piccirillo's fitness center at SIS); motion seconded by Kate Kutash and passed unanimously.

Kate Kutash moved to accept a donation of toothbrush kits for students in grades K-6 from My Smile Orthodontics; motion seconded by Amanda Kilmartin and passed unanimously.

Anne Gaydos moved to approve the request of Sunnyside Elementary School STORM students to fundraise for PBIS celebrations; motion seconded by Kate Kutash and passed unanimously.

Thomas Minotti moved to approve Revised Policy #6146.2 Promotion/Acceleration/Retention that has been reviewed; motion seconded by Kate Kutash and passed unanimously.

Kate Kutash moved to approve the 2019 Board of Education Meeting Schedule as presented; motion seconded by Anne Gaydos and passed unanimously.

Discussion was held regarding GoFundMe and similar activities in the schools. Dr. Clouet stated it has been a transitional period and recent discussion took place with principals about the procedure to be followed, with teacher requests going to principals first and then apprising the board. He suggested adding the information to the agenda, as with approved field trips.

#### **Comments by the Board Chair**

Chairman Holden commented on the amazing football game held on the new field. He mentioned Shelton will be hosting FLL Robotics again this year. He said he knows of no other school system that does near what Shelton does, partly because of wonderful teachers serving as mentors and students from the high school team who return to FLL teams to work with younger students as mentors.

#### **Reports of Standing Committees**

**Teaching & Learning** – Anne Gaydos said the committee met November 13 and had a presentation on Habits of Mind by Dr. Clouet and Vicky White. There was continued discussion of FOI, and it was established that our BOE committees are in compliance with FOI standards. Tom Hennick, Head of FOI, will be invited to speak to the board at a special meeting or retreat. The committee will meet next on December 11 at 4:00 p.m.

**Finance Committee** –Thomas Minotti stated the committee met on November 14 and held discussion of current and anticipated revenue; increased cost for long term leaves and long-term substitute pay; increased total cost of approximately \$667,000 (unbudgeted) for Special Education students entering after the beginning of the school year. Mr. Minotti said it was suggested that at the beginning of the budget process we invite a small group of city officials, preferably Board of Aldermen, along with the mayor and superintendent to be part of the ongoing process. He said we hope to hold a community forum sometime around January 10-17, location to be determined. Minutes are posted online. The next meeting is December 12 at 5:00 p.m. Chairman Holden announced the dates of the BOE budget meetings: January 9, 16, and 30 at 6:30 p.m. Also, a date needs to be set for the Community Forum.

**Policy Committee** – Kate Kutash said the committee met on November 13 and the following motions are brought forward:

**Kate Kutash moved to forego the review period and adopt Wellness Policy Revision #6142; motion seconded by Darlisa Ritter and passed unanimously.**

**Kate Kutash moved to forego the review period and adopt Gifts, Grants and Bequest to the District Policy Revision #3280; motion seconded by Darlisa Ritter and passed unanimously.**

Mrs. Kutash said the committee began to review a number of policies, which will be a work in progress over the next several months. Also, the committee added Donors Choose to the administrative regulations for the approved Crowdfunding. The New Board Member Packet was reviewed and several suggestions were discussed. Next meeting will be December 11. Superintendent said he attended the CABA Conference and picked up the glossary (handout), which could be included in the Board Member Packet.

**Public Relations & Outreach Committee** – Mandy Kilmartin said the committee met on November 14 and had discussion of greater engagement of our students. She said as a board, we have the responsibility of making decisions that impact the daily lives of students, yet there is no mechanism in place to hear their feedback or have them reflected in the decisions we make. She said Dr. Clouet was asked to add to his goals to reflect on how that might be executed and how it would be measured so we could see any progress in terms of the impact he was making. The committee will meet next on December 19 at 6:00 p.m.

### **Reports of Special Committees**

**CES** – Thomas Minotti reviewed the topics of the November 1 meeting including a draft auditor's report showing financial stability, in compliance for major programs and no deficiencies; approval of 2019-2020 school calendar; approval of several policies;. He stated the slate of officers will be presented to the Council at the January 10 meeting.

### **Unfinished Business**

None

### **New Business**

None

### **For Your Information**

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

### **Highlights**

Kate Kutash commended Dr. Clouet for his decision to have early dismissal on November 15 due to weather. She commended student Faith Trembley for holding the Stuff a Bus toy drive for the second year.

Kathy Yolish commended the Shelton Think Tank group for excellent information presented and suggested sending it on to the aldermen. She also commended Dr. Smith for recognizing students who improve and said it's so important to make the students feel they are of worth and making strides in their education. Mrs. Yolish commented that the BHS Veterans Day Program was well done. She also mentioned three articles on education in the new issue of *Shelton Life*.

Amanda Kilmartin said the Thanksgiving football game was enjoyable and recognized the new field as a collaborative effort between the City and Board of Education.

Thomas Minotti attended the naturalization ceremony held at SIS and was surprised by the number of countries represented. He said our student performance was very good and our students were attentive and well behaved.

***(NOTE: Tape 1; Side B at 8:44 p.m.)***

Amanda Kilmartin had spoken to some students who attended the ceremony and noticed how proud and happy the people were to become citizens.

Mark Holden said he spoke with one of the people associated with the court who said she was thrilled when we asked to hold the ceremony again, because our students were so well behaved the last time.

Thomas Minotti said he was proud to be asked by Dina Marks to serve on the interview committee with the State for the Assistant Principal of the Year selection, because he had much to offer as a representative of the BOE and our work on the Strategic team.

Chairman Holden said Superintendent Clouet and he will attend a Legislative Breakfast on December 7 and hopefully will get some information and have some input for the next legislative session.

**Adjournment**

Chairman Holden adjourned the meeting at 8:45 p.m.

***Diane Luther***

**Secretary to Board of Education**

**December 5, 2018**