

BOARD OF EDUCATION OFFICE
50 Sheffield Street
Old Saybrook CT 06475
(860) 395-3157

The Old Saybrook Board of Education met in Regular Session on Tuesday, September 6, 2016, at the the Board of Education Central Office, Old Saybrook, CT 06475.

Board Members

Kelley Kennedy
Holly King
Philip Broadhurst
Eileen Baker
Karen Brodeur
George Chang
James Henderson

Others

Jan Perruccio, Superintendent of Schools
Kathy Bai, Director of Pupil and Professional Services
Amity Goss, Director of Curriculum, Instruction, and Assessment
Sheila Riffle, Principal of Old Saybrook High School
Mandy Ryan, Principal of Old Saybrook Middle School
Heston Sutman, Principal of Kathleen E. Goodwin School

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Kennedy called the meeting to order at 7:32 p.m.

II. COMMUNITY COMMUNICATIONS

Audience of Citizens

No citizens addressed the Board of Education

Student Representative Reports

Board Member Kennedy introduced and welcomed Isabella Luciani and Kirsten King as new Board of Education representatives.

The Board of Education Student Representatives reported the following:

- Sports – Old Saybrook High School sports teams have begun their first practices and scrimmages. The first games of the regular season will take place this week or this weekend.
- The freshmen retreat went well. The retreat gave freshmen an opportunity to meet seniors and build a rapport, which has given them more confidence in the first week of school
- The new high school schedule has received positive reviews. Students have reported that the new schedule is less stressful and there is more time to focus on certain subjects. X-block is another popular feature of the new schedule

Correspondence

- Making Friends and Dealing with Enemies Speaker – Anti-Bullying Event
- CAFE Legal Issues Conference
- Barbara Schreiber Obituary

III. MEETING MINUTES

Brodeur/Baker

“Move to approve the August 23, 2016, Special Meeting Minutes as presented”

MOTION: CARRIED (7-0-0)

IV. EDUCATIONAL ISSUES FOR DISCUSSION AND POSSIBLE ACTION

16-17 Budget Update

Superintendent Perruccio reported that the 2015-16 fiscal year end closeout has been completed. The Board of Education was able to turn back \$77,698 to the town general fund. The district is also looking to have some of the returned funds added to a district sinking fund. The Superintendent stated that she intends to discuss this item at the Board of Finance meeting on September 20, 2016.

The auditors were on site and reviewed payroll and accounts payable. All of the Board’s records are in order and the auditors will return in October to finish the ED-001 audit process. The ED-001 year-end financial report was completed, certified, and submitted prior to the September 1, 2016 deadline.

The new fiscal year is open and off to a good start. The district is finalizing all staff hires and stipend positions at this time. Once staff hiring is completed, work will begin on encumbrances for payroll, which will determine first quarter projections. Purchase orders are being entered and encumbrances are being submitted as well. First estimates will be available at the end of October to report at the first meeting in November.

Summer Student Programming

Director Bai reported that 78 students were offered extended school year services from July 5, 2016, to July 28, 2016. All services were provided at Kathleen E. Goodwin and Old Saybrook Middle School for nine hours per week.

Director Goss reported that 59 students participated in Summer Enrichment and/or Credit Recovery. The students committed to four weeks of participation and included both regular and special education students. Director Goss also noted that this is our first integrated summer program with special needs students and regular education students.

School Opening for Students and Professional Development Opportunities

Superintendent Perruccio reported that Old Saybrook High School and Old Saybrook Middle School are focusing on new schedules and working out any issues that arise

from the change. Student Representatives stated that x-block is still developing but students like the feeling of having more freedom during this time period.

Director Goss reported that Ed Camp was held at Old Saybrook Middle School and that it was a successful event, which was attended by educators throughout the state.

The Board asked building administrators specific questions about the first week of school at their respective buildings.

Student Enrollment and Staffing

Superintendent Perruccio reviewed staffing changes between last year and this year. She noted that even though total district enrollment is down from this time last year, enrollment has actually increased from the end of the 2015-2016 year and total enrollment is higher than projected by NESDEC.

Superintendent Perruccio also stated that we have had an unusually high influx of students at the high school, which is due to a variety of factors such as families moving to the district from out of state and out of the country and students returning from magnet schools. Superintendent Perruccio also noted that because class sizes are so disparate, staffing numbers are difficult to plan from year-to-year. Currently, we are down 3.9 teachers from last year.

Magnet School Enrollment

Superintendent Perruccio informed the Board that the district is legally required to pay tuition for Saybrook students attending a Magnet School. This year the district will pay tuition costs of \$2,502 for one student attending the Dual Language and Arts Magnet Middle School and \$5,980 for every high school student attending a LEARN magnet program. Currently, there are twelve Old Saybrook students attending the LEARN Marine Science Magnet High School.

School Facility and Safety Update

Superintendent Perruccio reviewed all of the Facility and Safety Updates at each school with the Board.

2016-2017 Meeting Schedule

The Board reviewed a proposal for the 2017 Board of Education meeting schedule.

After review, the Board decided to move the November 7, 2017, Regular Meeting to November 14, 2017, and to move the November 21, 2017, Regular Meeting to November 28, 2017.

The amended 2017 Board of Education meeting schedule is as follows:

- January 3, 2017 @ 7:30 p.m.
- January 17, 2017 @ 7:30 p.m.
- February 7, 2017 @ 7:30 p.m.
- February 28, 2017 @ 5:30 p.m. (BOE/Superintendent Leadership Evaluation Meeting)
- March 14, 2017 @ 7:30 p.m.
- March 28, 2017 @ 7:30 p.m.
- April 4, 2017 @7:30 p.m.
- April 25, 2017 @7:30 p.m.
- May 9, 2017 @ 7:30 p.m. (Superintendent's Year in Review – Q&A)
- May 23, 2017 @ 7:30 p.m. (Superintendent's Annual Evaluation)
- June 6, 2017 @ 7:30 p.m.
- June 20, 2017 @7:30 p.m. (If necessary)
- September 5, 2017 @ 7:30 p.m.
- September 12, 2017 @ 5:30 p.m. (Fall Leadership Evaluation)
- October 3, 2017 @7:30 p.m.
- October 17, 2017 @ 7:30 p.m.
- November 14, 2017 @7:30 p.m.
- November 28, 2017 @7:30 p.m.
- December 5, 2017 @ 7:30 p.m.

King/Baker

“Move to approve the 2017 meeting schedule as amended”

MOTION: CARRIED (7-0-0)

2016-2021 Strategic Plan

The Board of Education reviewed the final draft of the 2016-2021 Strategic Plan.

Changes to the draft presented at the August 23, 2016, meeting include:

- Added page numbers
- Expanded key to include all abbreviations
- Financial resources associated with the initiatives added
- Adjusted some action item timelines by taking some pieces off the first year and moving them to the second year
- Added a statement stating that next year's goals will be dependent on the progress made from the previous year

Brodeur/Baker

“Move to adopt the 2016-2021 Strategic Plan as presented”

MOTION: CARRIED (7-0-0)

Board of Education Liaison/Committee Assignments

The Board reviewed vacancies in liaison and committee assignments. Chairman Kennedy stated that past practice would be to have the new board member fill the vacancies left by the exiting board member, but she asked if there were any committees or positions that other board members were interested in taking.

Board Member Chang was added as a liaison to the non-bargaining unit employees contract negotiation team.

V. COMMUNITY COMMUNICATIONS

Audience of Citizens

No citizens addressed the Board of Education.

VI. REMINDERS

- Regular Board of Education Meeting – September 20, 2016 – 7:30 PM
- Regular Board of Education Meeting – October 4, 2016 – 5:30PM (Fall BOE Leadership Meeting)
- Regular Board of Education Meeting – October 18, 2016 – 7:30pm

Superintendent Perruccio informed the Board that she is looking to invite Shipman and Goodwin Attorney O'Brien to a joint Board of Education/Board of Selectmen meeting for the purpose of discussing pending litigation for the Turf Field, Track and Tennis Courts Project. She stated that she would reach out to Attorney O'Brien and invite him to an upcoming Board of Education or Board of Selectman meeting, depending on his schedule.

VII. ADJOURNMENT

Baker/Brodeur

“Move to adjourn at 8:45 p.m.”

MOTION: CARRIED (7-0-0)

Karen Brodeur, Secretary
Old Saybrook Board of Education

Minutes recorded and typed by:
Trent Gerbers, Executive Assistant
*DRAFT - Subject to approval at the next BOE meeting