

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, December 6, 2016, at the the Board of Education Central Office, Old Saybrook, CT 06475.

Board Members

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

Others

Jan Perruccio, Superintendent of Schools
Kathy Bai, Director of Pupil and Professional Services
Amity Goss, Director of Curriculum, Instruction, and Assessment
Julie Pendleton, Director of Operations, Facilities, and Finance
Sheila Riffle, Principal of Old Saybrook High School

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Kennedy called the meeting to order at 7:34 p.m.

II. COMMUNITY COMMUNICATIONS

Audience of Citizens

No citizens addressed the Board of Education

Student Representative Reports

The Board of Education Student Representatives reported the following:

- The first pep rally of the year was put together by Athletic Director Cunningham. The pep rally celebrated fall team victories and kicked off the winter sports season
- This year's musical will be, The Adams Family
- Homecoming was this weekend and there was a better turnout than past years
- Jingle Bell Run was on Saturday. There were approximately 75 runners 15 children participated in the fun run
- Camron Gosselin and Alyssa Parker attended High School Reimagined with Superintendent Perruccio and Director Goss at the State Capitol Building. While there, Camron and Alyssa worked with students from other districts to develop six core resolutions, which will be brought to the state legislature for consideration. The students reported that the workshop was a positive experience and they hope there is another meeting so that debate can continue and the six resolutions can be refined before being presented to the General Assembly.

Correspondence

- CABE: Board of Distinction Certificate

III. MEETING MINUTES

Brodeur/Baker

“Move to approve the November 22, 2016, Regular Meeting Minutes as presented”

MOTION: CARRIED (6-0-0)

IV. EDUCATIONAL ISSUES FOR DISCUSSION AND POSSIBLE ACTION

Field Trip Request – Honduras

Operation Wallacea is a UK based organization with offices in the US, Canada, China, Australia, South Africa, SE Asia, Sweden, Central America and Mexico. The research programmes are funded by tuition fees paid by undergraduates who join the research projects for experience, course credit or to gather data for an undergraduate or Masters level dissertation. In addition, high school groups with teachers join these expeditions to gain experience of working on biodiversity research projects. This model of tuition fee funded research over the summer months results in large number of publications in peer-reviewed journals each year, and 30 vertebrate species new to science have been discovered, as well as 4 'extinct' species being re-discovered.

- **Who can participate:** This opportunity was opened to any Old Saybrook High school student who is at least 16 years of age and have an interest in participating in a biodiversity research study. This expedition team is 15 students (9 females, 6 males) 2 Faculty Chaperones: Amber Scherber and Curtis Gullette
- **Costs:** I have attached a breakdown of the costs for each student to not exceed \$3200.00 for the trip, flight, meals, diving certification and equipment. There will be numerous opportunities for students to participate in fundraisers to lower this cost. Students who are interested but find the trip cost prohibitive are asked to speak to Mrs. Scherber directly to discuss possible aid. In the past Old Saybrook Education Foundation and the Local Lions club have granted us money. The students have already presented a brief presentation to the Old Saybrook Rotary Club and the Lions Club and both have said they are willing to help. During our previous trip in 2015 student raised from \$200.00 - \$600.00 to help defray the cost of their trip. Pasta Dinner fundraiser at the Estuary on March 10, 2017.
- **Possible fundraisers:** Selling shares of the trip, raffles, car wash, Pasta Dinner fundraiser at the Estuary on March 10, 2017.
- **Departure:** July 11, 2016 leaving from OSHS to JFK and then to arrive in San Pedro Sula. Exhibition begins on July 12th.
- **Student to Chaperone Ratio:** no more than 10:1. Chaperones: Amber Scherber and Curtis Gullette both certified teachers from OSHS.

Students will be housed at a local hotel in San Pedro Sula, Honduras on July 11th. July 12-18 at Coral View Hotel on Utila. July 19- 25 at Ecodivers in West End, Roatan.

- **Transportation:** While in the US the transportation will be by Limousine bus and once we are in Honduras transfers will be by transport vans and ferry. Students will be dropped off and picked up from OSHS at the start and end of the expedition.
- **Medical information:** is submitted to the school nurse in advance of the trip, and to Operation Wallacea in accordance with its own policies. Medical professionals are on staff at both sites during the expedition.

Brodeur/Baker

“Move to approve the Operation Wallacea field trip as presented”

MOTION: CARRIED (6-0-0)

Superintendent Perruccio asked that the Board consider adding an agenda item regarding a residency issue for discussion and possible action.

Baker/Brodeur

“Move to add residency issue to the December 6, 2016, regular agenda for discussion and possible action”

MOTION: CARRIED (6-0-0)

Residency Approval – Permission to remain at Old Saybrook High School

Principal Riffle and Superintendent Perruccio support the petition of the student to continue her studies at Old Saybrook High School for the remainder of the 2016-2017 academic year.

Baker/Broadhurst

“Move to approve the request to continue studies at Old Saybrook High School for the remainder of the 2016-2017 school year”

MOTION: CARRIED (6-0-0)

Online Courses Available to Students

Virtual Learning Courses may be taken as part of the Old Saybrook High School program. The purpose is to allow students to study high school level coursework that is not otherwise offered at the high school. The courses are arranged through guidance and must be approved by the principal. With special permission of the

principal, courses that do not fit in the student's schedule due to conflicts with other core academic courses, but are offered at the high school, may be taken on line.

The courses are arranged through LEARN, which uses specific vendors. The cost is covered by the school only if the student has exhausted a department's offerings at the student's level and has not yet completed four credits in the subject area.

The cost is covered by the parent/family if:

- the course is taken because of a schedule conflict
- the course is taken for credit recovery
- the course is based on specific student interest
- if there is another way for the students to complete credits required for graduation over four years.

Some course platforms (such as Virtual Learning Academy) require a Saybrook teacher to grade lessons as they are completed on line. The availability of this option is contingent on the school being able to find a teacher willing and able to fulfill this responsibility. The vendor provides the grade. If the vendor does not provide grades, the course will either be taken, as Pass/Fail or the high school department will set criteria for a grade on the reports from the vendor. The courses offered through LEARN are generally accepted as meeting the requirements for credit at the high school. The corresponding academic department at the high school will review the content of each course to determine credit worthiness, especially in cases where a student has made a special request for a course or vendor not typically offered by LEARN.

2017-2018 Academic Calendar

The calendar committee has met to discuss the proposed calendar for the 2017/2018 academic year. Multiple points of view were considered. In accordance with legislation that requires that we all use a similar regional calendar, the following dates were provided by LEARN and incorporated into the proposed calendar. The common calendar features are two regional professional development days, state holidays, a mandatory start date, and winter and spring break, which are the two allowable breaks of five days or more. There are two discretionary days allowed. November 11, Veteran's Day, is one that has been included in the calendar in accordance with local custom. We have also included the seven half days for professional development and three built in cancellation (snowflake) days. Below are highlights of the proposed 2017/2018 calendar:

- August 28, & 29, 2017 First Days for Teachers
- August 30, 2017- First Day of School for Students
- September 4, 2017- Labor Day
- October 9, 2017- Columbus Day
- November 7, 2017 Regional PD day
- November 22, 23 & 24, 2017- Thanksgiving Break

- December 25-January 1, 2018- Winter Break
- February 19 & 20, 2018- February Break
- March 12, 2018- Regional PD
- April 16-20, 2018- Spring Break
- May 28, 2018- Memorial Day

Baker/Broadhurst

“Move to approve the 2017-2018 academic calendar as presented”

MOTION: CARRIED (6-0-0)

Policy Update – 1st Reading

The following policies were presented to the Board of Education for a first reading. These policies have been reviewed by the Policy Committee. The policies presented were broken down into two sections. The first section represents policies where the only changes are legal reference updates and/or small grammatical changes. The second section represents policies where substantive changes have been made to the policy.

Policies with Legal Reference Updates Only

- Series 1000 Green Cleaning
- Series 3000 Budget Procedures and Line Item Transfers
- Series 4000 Regulations Regarding Bloodborne Pathogens
- Series 4000 Prohibition on Recommendations for Psychotropic Drugs
- Series 5000 Administration of Student Medications in the Schools
- Series 5000 Management Plan and Guidelines for Students with Food Allergies and/or Glycogen Storage Disease
- Series 5000 Physical Activity and Student Discipline
- Series 5000 Physical Restraint and Seclusion of Students
- Series 5000 Search and Seizure
- Series 6000 Curricular Exemptions
- Series 6000 Parent-Teacher Communication
- Series 6000 Parental Access to Instructional Material

Policies with Substantive Changes

- Series 1000 Automatic External Defibrillators
- Series 4000 Nepotism
- Series 4000 Reports of Suspected Abuse or Neglect of Children or Sexual Assault of Students by School Employees
- Series 5000 Fundraising
- Series 5000 Use of Private Technology Devices by Students
- Federal Notification: Sex Discrimination, Harassment in the Workplace

V. REPORTS BY ADMINISTRATORS

Goodwin – The Board discussed the implementation of the Buddy Benches.

Old Saybrook Middle School – There was no additional report

Old Saybrook High School – Jingle Bell Run/Breakfast with Santa/Tuba Christmas generate a lot of excitement around the holidays and are very well done.

Curriculum, Instruction, and Assessment – The Board discussed a status update for the district Math Coach.

Operations, Facilities, and Finance – There was no additional report

Pupil and Professional Services – There was no additional report

Superintendent – Superintendent Perruccio reported that a large focus of the recent Parent Chat was on communication and learning which sources of communication parents use and find most valuable.

VI. EXECUTIVE SESSION

Brodeur/Baker

“Move to enter into Executive Session at 9:45 PM for the purposes of discussing pending litigation”

MOTION: CARRIED (6-0-0)

The Board invited Superintendent Perruccio and Director Pendleton into Executive Session.

VII. RETURN TO OPEN SESSION

The Board returned to open session at 10:00PM.

Turf Field, Track and Tennis Courts Invoice – BSC Group

BSC Group has submitted an invoice for the final work performed on the Track, Turf and Tennis Court project which includes all the final close out documents.

Broadhurst/Kennedy

“Move that the Board of Education approve Invoice #9127925 for the Track, Turf, and Tennis Court project in the amount of \$987.50 to BSC Group”

MOTION: CARRIED (6-0-0)

VIII. REPORTS BY BOARD COMMITTEES/LIAISONS

Budget and Fiscal – Superintendent Perruccio reported that she and Director Pendleton have met with all of the district’s administrators. This year marked significant improvement in uniform review of budgets at the building level.

CABE – There was no additional report

Facilities – There was no additional report

LEARN – There was no additional report.

Strategic Plan – There was no additional report.

Personnel – There was no additional report.

Policy – There was no additional report

PTO/PTO/Ram Boosters – There was no additional report.

Chairman Report – Chairman Kennedy reported that several Board Members attended the CABE/CAPSS Conference at the end of November and that each attending member is invited to fill out a Professional Development form with their thoughts and comments from the various sessions they attended. The completed Professional Development forms will be uploaded to the Board Notebook.

IX. COMMUNITY COMMUNICATIONS

Audience of Citizens

No citizens addressed the Board of Education.

X. REMINDERS

- Graduation Requirements Committee Meeting – December 12 – 6:00PM
- Grade 7 & 8 Winter Concert (Band/Chorus) – December 14 – 7:00PM
- High School PTO Meeting – December 14 – 7:00PM
- Grade 3 Winter Musical – December 15 – 7:00PM
- High School Select Ensemble – December 18 – 5:00PM
- Grade 6 Winter Concert (Band/Chorus) – December 21 – 7:00PM
- Holiday Break – December 23 – January 2, 2017
- Board of Education Regular Meeting – January 3, 2017 – 7:30PM @ Old Saybrook Middle School

XI. ADJOURNMENT

Baker/Brodeur

“Move to adjourn at 10:12 p.m.”

MOTION: CARRIED (6-0-0)

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