

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

The Old Saybrook Board of Education met in Regular Session on Tuesday, January 17, 2017, at the Old Saybrook Board of Education Office, Old Saybrook, CT 06475.

Board Members

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

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
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 7:30 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:

- Midterms begin January 18, 2017
- There have been pajama and prep session for students to go study with their peers
- College Planning Night was held on January 9, 2017
- Drama Pastarama is January 26, 2017
- Boys and Girls track are doing well. Boys placed 5th and Girls 2nd at Shoreline Invitational
- Girls basketball record is 7-4
- Boys basketball record is 5-4
- Winter Band Concert was on January 12, 2017
- There was a Grinder Night to support Winter Sport athletes

Correspondence

- Student Thank You Letter – Caroline Potter

III. MEETING MINUTES

Baker/Henderson

“Move to approve the January 3, 2017, Regular Meeting Minutes as presented”

MOTION: CARRIED (7-0-1)

Board Member King abstained.

IV. EDUCATIONAL ISSUES FOR DISCUSSION AND POSSIBLE ACTION

Strategic Plan Mid-Year Update

Superintendent Perruccio, Director Goss, and other district administrators presented the Strategic Plan Mid-Year Update to the Board of Education at the regular board meeting on January 17, 2017. The presentation began with a brief discussion of the district’s list of Strategic Plan goals and the progress made toward each action step under those goals. Justification for how those goals and actions connect to the strategic plan and to building goals was given.

When the Strategic Plan was initially adopted, 28 of the 35 action steps were schedule to begin in 2016-2017. To date, 33 of the 35 action steps have begun, the majority of which are significantly underway and on schedule for timely completion. 1 Action Step (Define attributes of an Old Saybrook Public Schools graduate) is behind schedule at this time, though progress is being made and that step’s scope has broadened to be more meaningful for students and families.

The following challenges have been identified by the district administration:

- Fast-paced change is not effective, especially in a historically autonomous profession
- Engaging and including all stakeholders is important and necessary, but, at times, difficult and time-consuming work
- Maintaining strong two-way communication while moving the Plan forward can be challenging, time-consuming and can be fractured if constant attention is not paid

The following successes have also been identified by the district administration:

- Professional culture
 - Collegiality
 - Renewed excitement for teaching and learning
 - Willingness to share student work
 - Walkthroughs at OSHS and OSMS
- Teacher leadership
- Innovative practices

The building administrators shared stories from their respective schools, which related successes in learning and education for the students and the staff. Some of the topics discussed by the building principals included: personalization, rigor, using standard based rubrics, increasing enthusiasm for learning, integration of language arts in other subjects, walkthrough expectations, teacher/student engagement, and schoolwide community projects born from classroom material.

The presentation concluded with next steps for the Strategic Plan, which include:

- Continue to follow the Action Steps and Timeline
- Engage more members of the community
- Communicate more often and more thoroughly, including two-way communication and more diverse means
- Continue to create and refine systems that make change self-sustaining
- Continue to examine all efforts with a PK-12 lens
- Share student work, both accomplishments and opportunities
- Celebrate the professional community in our schools

2017-2018 Budget Presentation

Superintendent Perruccio and Director Pendleton presented the Superintendent's proposed 2017-2018 budget to the Board of Education at the regular board meeting on January 17, 2017. This presentation was the district's first budget presentation to the full Board of Education for the 2017-2018 academic year. This budget has been preliminarily reviewed by the Board's Budget and Fiscal Committee.

Superintendent Perruccio reviewed the district's Budget Goals for 2017-2018, which are derived from the district's strategic plan. The strategic plan directs the district to support:

- Personalized learning
- Increased authentic learning experiences
- Innovation
- Creativity
- Critical thinking
- Collaboration
- Global relationships
- Cultural awareness
- Opportunities for regionalism
- Professional development designed to meet staff learning needs
- Use of technology to create learning environments
- Learning flexibility through student climate and voice and anytime learning

Superintendent Perruccio then reviewed the budget planning process with the Board, which includes: strategic plan review, identifying and prioritizing classroom needs, discussing goals and challenges with the Budget and Fiscal committee, analyzing

enrollment projections, identifying cost saving opportunities, and seeking revenue sources/protecting revenue sources already in place.

Superintendent Perruccio first presented the Sustained Services budget, which is the budget needed to continue the exact programs from the current academic year. This budget calls for a 2.88% increase over this year's budget or \$733,403. Next, the Superintendent presented the Initial Administrators' Budget, which includes all of the requests from their schools for various programs and resources. This budget calls for a 1.60% increase over this year's budget or \$408,193. Finally, the Superintendent presented the Superintendent's Budget, which reflects cost savings that were found in the Administrators' Budget. This budget calls for a 1.30% increase over this year's budget or \$329,831. Cost savings and prioritization enabled the Superintendent's proposal to represent a much smaller increase than the Sustained Services budget.

The major budget drivers continue to be personnel costs, health insurance benefits, special education tuition, transportation and capital maintenance and equipment.

Superintendent Perruccio and Director Pendleton reviewed budget highlights for the year related to areas where the district has been able to realized savings and areas that have added additional cost. The Superintendent and Director Pendleton also looked at particular line items that made the most significant percentage/dollar increases or decreases from last year.

The presentation concluded with a discussion regarding unknown financial items and actions the district may take to mitigate the impact of those unknowns. The following items have been identified as potential "unknown entities":

- Funding and other revenue reductions
- Health insurance costs and ACA
- Unanticipated maintenance repairs
- Outplaced students
- Charter and magnet school tuitions

There will be a special meeting on January 31, 2017, for the Board to review the budget for a second time.

V. REPORTS BY ADMINISTRATION

Goodwin – Principal Sutman discussed the implementation of the Buddy Benches and how students have received them and utilized them so far.

Old Saybrook Middle School – Principal Ryan elaborated on the efforts being made by the Climate Committee to address bullying behaviors and anti-bullying initiatives.

Old Saybrook High School – There was no additional report.

Curriculum, Instruction, and Assessment – Superintendent Perruccio stated that the work of the Math Coordinator and Math Pilot have been addressed in this particular Board Report and that the district’s Math Coordinator will be coming in to present on the Math Pilot at the February 28 meeting.

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

Pupil and Professional Services – There was no additional report.

Superintendent – The Superintendent stated that she is trying to frontload some conversations at the legislative level. She emphasized that she will continue to communicate with local representatives so that our district’s position can be heard.

VI. REPORTS BY BOARD COMMITTEES/LIAISONS

Budget and Fiscal – There was no additional report.

CABE – Board Member Baker stated that she is discussing with CABE the possibility of having access to new Board Member informational packets as part of our annual membership fees.

Facilities – The Facilities Committee may meet soon regarding solar energy.

LEARN – Board Member Broadhurst stated that there was a meeting last week. The meeting’s educational perspective focused on student support services and programs that LEARN provides. The group also reviewed the approval of tuition and fees for 2017-2018.

Strategic Plan – There was no additional report.

Personnel – Board Member Brodeur stated that the second board leadership evaluation meeting is coming up on February 28, 2017. She also stated that she and Board Member Change are working on a draft for a Board Member Handbook.

Policy – There was no additional report.

PTO/PTO/Ram Boosters – Superintendent Perruccio recently presented the Strategic Plan to the Goodwin PTA. There was also some discussion regarding the transition from third to fourth grade.

Chairman Report – Chairman Kennedy stated that she has begun to discuss what programs/resources the board should advocate for regarding potential cuts and legislative initiatives.

VII. COMMUNITY COMMUNICATIONS

Audience of Citizens

No citizens addressed the Board of Education.

VIII. REMINDERS

- Middle School PTO Math-a-thon Ends– January 18, 2017
- Middle School Parent Council Meeting – January 23, 2017
- Middle School PTO Meeting – January 23, 2017
- Grade 5 Beginning Band – January 25, 2017
- High School Drama Pastarama – January 26, 2017
- Middle School Swing Dance – January 27, 2017
- Special Board Meeting – January 31, 2017 – 7:30PM
- Goodwin PTA Meeting – February 2, 2017
- Board of Education Special Meeting with the Board of Finance – February 7, 2017 – 6:00PM
- Board of Education Regular Meeting – February 7, 2017 – 7:30PM

IX. ADJOURNMENT

Baker/King

“Move to adjourn at 9:44 PM”

MOTION: CARRIED (8-0-0)

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