

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

The Old Saybrook Board of Education met in Regular Session on Tuesday, June 6, 2017, at the Old Saybrook Board of Education, Old Saybrook, CT 06475.

**Board Members**

Joanne Sullivan  
Eileen Baker  
Alan Hyla  
Phil Broadhurst  
George Chang  
Karen Brodeur  
Holly King (Arrived at 8:20PM)

**Others**

Jan Perruccio, Superintendent of Schools  
Julie Pendleton, Dir. Operations, Facilities & Finance  
Amity Goss, Dir. of Curriculum, Instruction, and Assessment  
Sheila Riffle, Principal at Old Saybrook High School  
Mandy Ryan, Principal at Old Saybrook Middle School  
Heston Sutman, Principal at Kathleen E. Goodwin School

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Vice Chairman Sullivan called the meeting to order at 7:35PM.

**II. COMMUNITY COMMUNICATIONS**

Audience of Citizens

No citizens addressed the Board of Education

Correspondence

The following correspondence was received by the Board:

- Thank You Letter – Laury LaMarche
- OSHS Graduating Class Commitments
- Educational Leadership Magazine

Board of Education Student Representatives

The Student Representatives to the Board of Education reported the following:

- Underclassmen awards were May 25<sup>th</sup>
- Senior awards were June 1<sup>st</sup>
- Memorial Day parade was rained out, but the band still played in the firehouse for the veterans
- Many spring teams qualified for the state and shoreline tournaments
- Seniors went to Ocean Beach on June 2<sup>nd</sup> for their Senior Outing
- Graduation rehearsals will be on June 12<sup>th</sup> and 13<sup>th</sup>
- Graduation is on June 14<sup>th</sup>
- Finals begin Thursday, June 8<sup>th</sup> – Tuesday, June 13<sup>th</sup>

Board Member Baker discussed student outreach with the student representatives to improve the Student Representative program in subsequent years.

The Board recognized Isabella Luciani and Kirsten King for their work as Student Representatives during the 2016-2017 academic year.

### **III. MEETING MINUTES**

#### **Baker/Brodeur**

**“Move to approve the May 23, 2017, Special Meeting Minutes, as presented”**

**MOTION: CARRIED (6-0-0)**

### **IV. EDUCATION ISSUES FOR DISCUSSION AND POSSIBLE ACTION**

#### **Wellness Policy – 2<sup>nd</sup> Reading**

The District Wellness Committee partnered with the University of Connecticut’s Rudd Center to modify the District’s Wellness Policy as presented by Shipman and Goodwin in order to establish a policy that brings our practices inline with best practices wherever possible/appropriate. The Committee and the Rudd Center representatives worked together to implement high standards for nutrition for students, while still maintaining a policy that is enforceable.

Highlights of the Policy include:

- The inclusion of an Advisory Council on Wellness, to review any available state or federal guidance on wellness issues and to assist in formulating recommendations for specific goals and guidelines aimed at promoting lifelong wellness practices, among district students
- Nutrition education as part of health education, including nutritional signage and information physically available to students
- Offering staff wellness activities and professional development opportunities related to health and nutrition
- The implementation of a physical education waiver document for any student unable to participate in a physical education course
- Recess for grades Pre-K through 8 where physical activity is encouraged
- Discouraging the marketing of food and beverage on signs, scoreboards and sport equipment
- Communication through school newsletters or dedicated parts of newsletters or school website on healthy eating, healthy recipes and physical activity

#### **Baker/Broadhurst**

**“Move to approve Series 5000 Wellness Policy, as presented.”**

## **MOTION: CARRIED (6-0-0)**

### Teacher Leadership Reorganization

There has been some significant restructuring of teacher leadership roles over the last two months. This process began as a re-imagining of the current Curriculum, Instruction and Assessment Team (CIAT). Both teachers and administrators agreed that the structure was not conducive to the work of the strategic plan; that work requires teacher leadership, collaboration, and districtwide instructional coaching. The individuals in these positions will be empowered to lead and will be selected from staff member candidates who have expressed interest in leading. The District Instructional Leaders will reduce the 22 CIAT positions to 8 District Instructional Leader positions. These new leadership positions, as well as the School Improvement Leadership positions, will replace the current, informal leadership structure and take on some of the work that has been assigned to CIAT leaders.

It was initially proposed that a districtwide Instructional Leader from each academic department lead this work. This role was created with the intent to replace three school representatives to a department with a single, K-12 leader. There was some concern about losing building representatives and the support they offer each school.

With OSEA, CIAT, and DLT input, it was agreed that there is building-level work that requires teacher leadership and communication. This work is not department-specific or exclusively curricular. A second job description resulted, creating a School Improvement Leadership Team in each building. These leaders will support principals in moving schools forward by leading initiatives, committees, and events that support the strategic plan. There will be positions for approximately 10-15% of each school's faculty, which equates to at least eighteen stipended leadership roles across the district. As with all stipended work, these positions will be one year positions, but we stress the importance of rotating these roles to increase the number of perspectives represented.

Likewise, the Instructional Leadership Team roles will also be one year assignments. These eight positions will include a stipend and .2 FTEs of release time, which equates to one course each day at the secondary level or one day a week at the elementary level. Because these roles are districtwide and include release time, the State Department of Education requires Department Head or Intermediate Supervisory Certification. If teachers have leadership aspirations and prove to be the right leaders for their departments, but cannot complete any necessary credits in time for this coming school year to attain these certifications, we are willing to work with OSEA and the State to examine options for allowing them to lead while they complete their credentials.

By restructuring teacher leadership across the district, we increase leadership opportunities from 18 to 26. By focusing each role on specific strategic plan goals, we will better match leaders to their strengths and interests. Getting the right people in

the right roles and deepening our leadership pool will lay the foundation needed to continue work on the strategic plan.

**Brodeur/Baker**

**“Move to approve the District Instructional Leader and School Improvement Leader job descriptions, as presented”**

**MOTION: CARRIED (6-0-0)**

Board Member King Arrived at 8:20PM

**Proposed Tuition Rates**

The 2017-2018 Board of Education Operating Budget has been approved at referendum; therefore, the out-of-district tuition needs to be established for both the regular education program and our Special Education inclusion program. This amount will be payable to the Old Saybrook Board of Education for approved non-resident students attending Old Saybrook Schools.

The tuition is calculated based on a formula for the State Department of Education per pupil expenditure and adjusted based on our operating budget increase of 1.3% and anticipated enrollment. The approved regular tuition for 2016-2017 is \$15,500 and is proposed at \$16,120 for 2017-2018. This is an increase of \$620 per year.

If a student requires additional services while remaining in the classroom setting, we have calculated a Special Education inclusion rate. This rate is based on the total dollars spent in special education less transportation and out placement tuition costs in addition to our regular education rate. The tuition has been adjusted by our operating budget increase of 1.3% and anticipated Special Education enrollment. The current 2016-2017 Special Education inclusion rate is \$43,550 and is proposed to increase by \$450 to \$44,000 per year for 2017-2018.

If an out-of-district student is going to be placed in a self-contained program or requires extra-ordinary services, the rate would be calculated on a case by case basis due to the extensive nature of services required.

Transportation will not be provided for any out of district students attending Old Saybrook Schools.

Superintendent Perruccio informed the Board that there is no longer a policy that allows or denies students to attend Old Saybrook Public Schools from other districts. The Board engaged in a discussion regarding the possible creation of such a policy for the future enrollment of non-residential, tuition students.

**Brodeur/Baker**

**“Move to approve the 2017-2018 regular education tuition rate of \$16,120, as presented”**

**MOTION: CARRIED (6-0-0)**

**Hyla/Brodeur**

**“Move to approve the 2017-2018 special education tuition rate of \$44,000, as presented”**

**MOTION: CARRIED (6-0-0)**

**Lunch Price Set**

Superintendent Perruccio reported that the Board of Education is required to set school lunch prices each year and the request for next year is as follows:

	<u>Current</u>	<u>Proposed</u>
Old Saybrook High School:		
<b>Lunch</b>	\$3.25	<b>\$3.35</b>
<b>Breakfast</b>	\$2.25	<b>\$2.50</b>
Old Saybrook Middle School:		
Lunch	\$3.00	<b>\$3.10</b>
<b>Breakfast</b>	\$2.00	<b>\$2.25</b>
Kathleen E. Goodwin:		
<b>Lunch</b>	\$2.75	<b>\$2.85</b>
<b>Breakfast</b>	\$1.50	<b>\$1.75</b>
St. John’s School		
<b>Lunch</b>	\$3.25	<b>\$3.35</b>
<b>Breakfast</b>	\$2.25	<b>\$2.50</b>
Milk	\$ .50	<b>\$ .65</b>

**Brodeur/Baker**

**“Move to approve the Lunch and Breakfast Prices for the 2017-2018 academic year, as presented”**

**MOTION: CARRIED (6-0-0)**

**V. COMMUNITY COMMUNICATIONS**

Audience of Citizens

No citizens addressed the Board of Education.

**VI. EXECUTIVE SESSION**

Hyla/King

**“Move to enter into Executive Session at 8:50 PM for the purpose of discussing the Superintendent’s Summative Evaluation”**

**MOTION: CARRIED (7-0-0)**

The Board of Education invited Superintendent Perruccio into Executive Session.

**VII. RETURN TO OPEN SESSION**

The Board returned to open session at 9:08 PM.

Brodeur/Baker

**“Move to approve the Superintendent’s evaluation summary document as presented”**

**MOTION: CARRIED (7-0-0)**

Brodeur/Baker

**“Move to authorize the Chairman of the Board of Education to renew the Superintendent’s contract under the terms presented”**

**MOTION: CARRIED (7-0-0)**

**VIII. REMINDERS**

- Grade 5 Band/Chorus Concert – June 7 – 7:00PM
- Grade 8 Trip to Boston – June 8
- Grade 7 Trip Brownstone – June 12
- Grade 8 Trip to Rocky Neck – June 12

- Grade 3 Step Up Field Day – June 13 – 1:00-3:00PM
- Grade 8 Graduation – June 14 – 10:00AM
- Grade 12 Graduation – June 14 – 5:00PM (If you plan to march, you should arrive at 4:15PM)
- Board of Education Meeting – June 20 – 7:30PM

**IX. ADJOURNMENT**

**Baker/King**

**“Move to adjourn at 9:20 p.m.”**

**MOTION: CARRIED (7-0-0)**

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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