

OLD SAYBROOK BOARD OF EDUCATION
50 Sheffield Street
Old Saybrook CT 06475

The Old Saybrook Board of Education met in Regular Session on Tuesday, June 20, 2017, at the Old Saybrook Board of Education Office, Old Saybrook, CT 06475.

Board Members

Kelley Kennedy
Holly King
Philip Broadhurst (arrived at 7:40PM)
Eileen Baker
James Henderson
George Chang
Alan Hyla
Holly King

Others

Jan Perruccio, Superintendent of Schools
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 7:36 p.m.

II. COMMUNITY COMMUNICATIONS

Audience of Citizens

No citizens addressed the Board of Education

Superintendent Perruccio introduced Chris Thomson who will be a Board of Education Student Representative for the 2017-2018 academic year.

Correspondence

Correspondence addressed to the Board included:

- 2017 CABE/CAPSS Convention Flyer
- 7th Annual CABE Summer Leadership Conference Flyer
- Letter from a former high school student urging the continued support of the OSHS Rowing Program
- Thank You Letter from Gary St. Germain for his retirement gift

Meeting Minutes

Baker/Hyla

“Move to approve the June 6, 2017, Regular Meeting Minutes as presented”

MOTION: CARRIED (6-0-0)

III. EDUCATIONAL ISSUES FOR DISCUSSION AND POSSIBLE ACTION

Washington DC Trip

All students in the junior class are given the option to attend the trip to Washington, D.C. While on this three-day trip, students explore various museums and monuments dedicated to historical figures, groups, and major events. Currently, all eleventh grade students take U.S. History. The historic and educational sites to be visited correlate to the US History curriculum, as well as the eleventh grade American Studies, English 10, and World History curricula.

The trip is scheduled for March 22-24 2018.

- Cost: \$475 dollars per student for transportation, lodging, and access to the museums and tours. Some meals will be included in the cost. Students will be financially responsible for lunch for all 3 days and dinner on the return day. Students will need spending money for these meals. All costs for the trip are borne by the students.
- Departures:
Thursday, March 22nd, 6:30am to arrive in Washington D.C. at 1:30pm.
We will leave Washington, D.C. on Saturday, March 24th at 3pm to return to OSHS by 10pm.
- Student to chaperone ratio will be 15:1. This year's lead chaperone is still to be determined
- Students will stay at the Comfort Inn in Arlington, VA. There will be security on sight throughout the late evening until early morning (6 hours) of both nights.
- Transportation to Washington D.C., as well as various activities, will be provided by Ski93 as two motor coaches. Students will be dropped off and picked up at the high school by their families.
- Medical information is submitted to our school nurse in advance of the trip and she has been in attendance on the trip the last three years. She or the administrator on the trip will be responsible for holding any prescription medication that the students may have.

King/Henderson

“Move to approve the Washington DC Trip, as presented”

MOTION: CARRIED (7-0-0)

Youth and Family Services Survey Discussion

Heather McNeil, Director of Youth and Family Services, was present to discuss a third party survey that was presented to the Board on May 23, 2017. Director McNeil requested that the survey be administered to Old Saybrook Middle School and Old Saybrook High School Students (in grades 7-12). At the request of the Superintendent, Ms. McNeil attended the meeting and presented a potential timeline for communication and implementation.

Per Old Saybrook Public Schools' Policy Series 5000 Student Privacy, third party surveys will be reviewed by the Superintendent of Schools and presented to the Board of Education for approval prior to being administered. The Board discussed the possible administration of the survey, communication outreach to families, and the merits of active consent for the survey. The Board requested that Superintendent Perruccio reach out to the Board's attorney regarding an amendment to the Board's survey policy and different levels of consent for different age groups.

Legislative Wrap Up

Board Member, Eileen Baker and Superintendent Perruccio attended the CABE legislative update at the legislative office building in Hartford on June 13. CABE staff reviewed the legislation that passed this session, those that didn't pass and predicted how the special session may create opportunity for additional legislation to be implemented. There was also a review of state and federal legal updates. The legislative update event can be viewed at <https://ct-n.com/ondemand.asp?ID=14201>.

Hiring Process Update

Teams of teachers and administrators have been interviewing candidates for teaching positions for the 2017-2018 academic year.

At this time, we have posted the following positions:

Schools	2017-2018 Postings	
		POSITION FILLED
GOODWIN	LTS School Library Media Specialist	Closed/Filled
	LTS Elementary Art Posted 4/19/17	Posted
MIDDLE	Anticipated Special Ed CT Cert 165 Posted 4/18/17	Closed/Filled

HIGH	Anticipated Spanish CT Cert 023 Posted 4/18/17	Closed/Filled
	Anticipated English CT Cert 015 Posted 3/6/17	Closed/Filled
	Anticipated School to Career Cert #104 Posted 4/2/17	Closed/Filled
	Social Studies AP Course Training/Teaching Preferred	Closed/Interviewing
MIDDLE & HIGH	Anticipated Culinary Arts Posted 4/18/17	Open
CENTRAL OFFICE	Payroll/Human Resources Posted 3/23/17	Closed/Filled
DISTRICT	.5 Social Worker Cert #071 Posted 5.12.17	Interviewing for 2 nd Time
DISTRICT	TESOL Spanish Bilingual Posted 5/31/17	Open

Teacher and Administrator Evaluation Report

There were 153 evaluations conducted (15 A Phase, 12 B Phase, 35 C-1 Phase, 54 C-2 Phase, and 37 C-3 Phase) through Old Saybrook's teacher evaluation process which included progress on identified Student Learning Objectives, observations of their performance and practice related to the Common Core of Teaching, and stakeholder feedback.

Seven administrators were evaluated through Old Saybrook's administrator evaluation process, which included progress on identified Student Learning Objectives, observations of leadership practice, stakeholder feedback, and teacher effectiveness.

Two trained cooperating teachers worked with three student teachers. Four mentor teachers worked with five beginning teachers, through State of CT new teacher induction program, TEAM. All beginning teachers are on target to complete the five-module process within the two-year induction period.

The district's professional development program consisted of faculty meetings, building level professional development meetings, half-day professional development days, district days, and regional professional development days. Teachers were also given the opportunity to attend out of district professional development activities that aligned with teacher, building, or district goals and

initiatives. Scheduling began in June and was updated throughout the year by PDEC, Professional Development and Evaluation Committee.

Summer Capital Projects

There are multiple projects that have been scheduled for each school. The following is a summary of the projects taking place over the next several weeks

Kathleen E. Goodwin School:

- Sidewalk replacement- **Starting June 16** -- third grade wing first
- Paving of Parking lots- As soon as sidewalks are completed: Estimated to be done during the end of **June and early July** but dependent on weather
- Replacement of Fence in rear parking lot: **July**
- Room modifications for moves being made: **August**
- Playground refurbishment : **TBD**
- Re-glazing of bathroom Tile: June 19th and completed by **June 30**

Old Saybrook Middle School:

- Furniture Upgrades- All summer as they come in
- Culinary Room construction- **All Summer**
- Installation of New Phone System- **End of June**
- Cabinet Installation in Classrooms- **June/July and August:** Upstairs after Asbestos Removal
- Bathroom Sink top replacements -- **June /July**

Old Saybrook High School:

- Asbestos Removal- Starting **June 19** and completed by **June 30, 2017- No one under the age of 18 in the building during this time.**
- Cabinet Removal and Installation of New Cabinets- **June 16 and on going**
- Electrical Upgrade- **June/July**
- Generator Installation-**July/August**
- Installation of new Phone System- **June /July**

Superintendent Vacation Rollover

Per the Superintendent of Schools' contract, the Superintendent reports directly to the Board of Education, including any and all individual requests. The current Superintendent's contract states that, "The Superintendent shall be able to carryover up to ten (10) accumulated vacation days from one contract year to the next contract year." Per this provision, the Superintendent requests that the

Board approve ten (10) vacation days be carried over from the 2016-2017 contract year into the 2017-2018 contract year.

Baker/Broadhurst

“Move to approve the Superintendent’s request to rollover 10 vacation days from the 2016-2017 contract year into the 2017-2018 contract year, per the provisions of her contract”

MOTION: CARRIED (7-0-0)

IV. REPORTS BY ADMINISTRATION

Goodwin – The Board discussed summer reading at Goodwin.

Old Saybrook Middle School – There was no additional report.

Old Saybrook High School – There was no additional report.

Curriculum, Instruction, and Assessment – The Board discussed the Summer Science Courses being offered by the high school.

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

Pupil and Professional Services – There was no additional report

Superintendent – There was no additional report

V. REPORTS BY BOARD COMMITTEES/LIAISONS

Budget and Fiscal – There was no additional report.

CABE – There was no additional report.

Facilities – There was no additional report.

LEARN – There was a meeting on June 8, 2017.

Strategic Plan – There was no additional report.

Personnel – The Superintendent’s contract and Summative Evaluation needs to be reviewed and signed by the Chairman.

Policy – There was no additional report.

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

Chairman Report – There was no additional report.

VI. COMMUNITY COMMUNICATIONS

Audience of Citizens

No citizens addressed the Board of Education.

VII. REMINDERS

- First Day of School – August 30, 2017
- Board of Education Meeting – September 12 – 7:00PM

VIII. ADJOURNMENT

Baker/Hyla

“Move to adjourn at 9:37 PM”

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