

**GROTON PUBLIC SCHOOLS
GROTON, CONNECTICUT**

(*Attachments are available upon request from the Superintendent's Office.)

Committee of the Whole

August 21, 2017

A meeting of the Committee of the Whole of the Groton Board of Education was held on August 21, 2017 in Room 11 of the School Administration Building.

1. CALL TO ORDER

The meeting was called to order by Kim Watson, Board Chairperson, at 6:08 p.m.

PRESENT

Mrs. Kim Shepardson Watson, Chairperson
Dr. Andrea Ackerman, Vice Chairperson
Mrs. Katrina Fitzgerald
Mrs. Rosemary Robertson
Mrs. Lee White

ABSENT

Mr. Gary Baker
Mrs. Gretchen Newsome
Mrs. Rita Volkmann
Mr. Jay Weitlauf

Dr. Michael Graner, Superintendent of Schools
Ms. Susan Austin, Assistant Superintendent of Schools
Mrs. Denise Doolittle, Director of Pupil Personnel Services
Mr. Sam Kilpatrick, Director of Buildings and Grounds
Mrs. Nadine Macklin, Special Education Supervisor
Mrs. Amy Ruotolo, Special Education Supervisor
Mrs. Lori Secchiaroli, Special Education Supervisor
Mrs. Beth Horler, GEA President
Mr. Douglas Manfred, GEA Vice President
Mr. Adam Diskin, Dean of Students, Fitch High School
Mr. Mark Romano, Athletic Director

1. Approval of Minutes of August 14, 2017

MOTION: Robertson, White: To approve the minutes of August 14, 2017.

PASSED – UNANIMOUSLY

2. Discussion of BOE committee to monitor/lobby regarding State legislation affecting education

Mrs. Fitzgerald explained the rationale of this topic:

- As a standing committee
- Keeping track of items coming out of the State affecting Groton
- Writing of letters in support of Groton

The chair asked Mrs. Fitzgerald to develop a format for addressing this item.

3. Update on the 2017 Summer School [ATTACHMENT #1]

Mr. Diskin and Mr. Romano gave an overview of the 2017 Summer School Program.

4. Special Education Report [ATTACHMENT #2]

Mrs. Doolittle introduced the three Special Education Supervisors: Nadine Macklin, Amy Ruotolo, and Lori Secchiaroli. She stated that the supervisors worked two weeks each of the six week of the ESY (Extended School Year) Summer School Program. Each supervisor gave an overview of their two-week period of the summer school:

- Gave all the supplies to the students
- Hired all the staff for the summer school
- Received assistance from Dennis Colclough, Technology Director, Heidi Kidd, PSIS Administrator, and Ernie Koschmeider, Food Director, who provided meals for the students.
- Transportation went seamlessly

5. Overview of summer professional development

Mrs. Doolittle noted the half-day professional development training for paraprofessionals scheduled (see attachment #2 for details) for August 28, 2017, 11:45 a.m. to 3:00 p.m. She noted that the principal of each school will act as Facilitator for the paraprofessional training. The paraprofessionals will:

- Review the IEPs of the students
- Participate in mandated training topics including Bullying, Sexual Harassment, and Safe School
- Review Building procedures and Kronis
- Review progress of challenging students – measurable data

Ms. Austin gave an overview of professional development for professional staff. She noted:

- That she will be meeting with the Math Task Force tomorrow and will be going over the pacing guides;
- ELA teachers have met and have come up with a pacing guide, K-8 (with focus on Grammar, Language and Phonics);
- Elementary and middle school teacher met for 4 hours each day for three days to develop elementary and middle school pacing guides with a focus on grammar, language and phonics;
- Members will meet with ELA specialist on August 23rd to review their work and plans for its implementation;
- Elementary and middle school teachers met for 4 hours each day for two days to review the Math Curriculum and write common assessments with follow-up on August 17-21st for high school teachers on Geometry and Algebra 2

- The Math Task Force and members that worked on the common assessments will meet on August 22nd to review their work and plan for its implementation. This work will be rolled out on the August PD days and then the data will be taken back to the Curriculum Council.
- During the week of August 14th, high school teachers met for a day to review and write common assessments for the following courses:
 - English Workshop
 - Reading Intervention
 - Freshmen Academic Seminar
 - Current Events
 - Algebra 2
 - Geometry
 - Statistics and Probability
- Ms. Austin noted the week long PD held at the high school conducted by Columbia University's Teachers College; there were over 100 teachers from around the world in attendance (including nine from Groton) and several Math workshops were held.
- Mrs. Austin noted the Cathy Fosnot seminars held on July 17 and 18, 2017 *By the Sea: From Arithmetic to Algebra K-12* and *Learn to Lead* on July 20 and 21, 2017, *A Landscape of Learning for Numeracy K-8* on July 31 and August 1.
- Ms. Austin noted the new teacher orientation on August 28 and 29, 2017 in the a.m. of each day.
- Ms. Austin noted that Art teachers will be going to Art Shows and coming back to make the Central Office to set up an Art Gallery with student work in honor of Keith Ackerman, former Fitch Middle School Art Teacher.

6. Groton Yardstick Follow-up

There was a brief discussion of the Groton Yardstick. Mrs. Fitzgerald asked why is the data so different between the middle schools, i.e. a disparity in the collection of the data.

7. Hiring Update [ATTACHMENT #3]

Mrs. LePine gave a hiring update noting that 12 certified teachers were hired and there were a few still to go; 2 Assistant Principals were appointed – MM and NEA; substitutes will be used in the classrooms until the positions are filled. Non-certified – have 6-8 paraprofessional openings

8. Director of Buildings and Grounds report:

- a. **Groton 2020** – The Groton 2020 is moving along; the PSBC will be selecting an architect on Tuesday; requests for bids will be going out for the middle school construction manager.
- b. **Portables transferred to CB** – The slabs are in place, the building has been jacked up and is ready to be moved, and it will take another week to do the electrical and other adjustments.

c. Summer Projects

1. Just did a security upgrade at CC
2. Classroom conversions are ready to go
3. Gas burners installed at CC
4. New lavatory installed at SBB for Early Childhood Program
5. The closing of PV has affected all schools
6. The relocation of air conditioners
7. The Fire Marshall did an inspection at two schools and we were cited. Mrs. Kilpatrick acknowledged members of his staff who have installed the required smoke detectors in a timely fashion.
8. Transportation – there are bugs in the Transfinder Program and in the bus routes
9. Food Services – the Eastern Point Beach Concession stand is a success; the feeding program has increased the number of students it serves.

9. ED 001 (prepared by Hugh Hunter)

Dr. Graner noted that the ED 001 report is going to be prepared by Mr. Hugh Hunter, former Business Manager of Groton. He will come in for about a week to prepare the report.

10. Health Insurance Reserve – June 30, 2017 Update [ATTACHMENT #4]

Dr. Graner reviewed the Health Insurance Reserve report dated June 30, 2017.

11. Update on FY 17 Budget Closeout

Dr. Graner noted that teachers are still being paid for the next month from the FY 17 budget; the end-of-year report will be issued next month.

12. Status of FY 18 Budget

Dr. Graner noted that a Democratic caucus will be held this week; the full legislature is expected to vote on the FY 18 budget the week of September 11.

13. Enrollment Report (chart of classes)

Dr. Graner stated he will put this data in the Board Notes this week.

14. Adjournment

MOTION: Ackerman, White: To adjourn at 8:40 p.m.

PASSED - UNANIMOUSLY