

**GROTON PUBLIC SCHOOLS  
GROTON, CONNECTICUT**

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

**Regular Meeting**

**August 28, 2017**

The regular meeting of the Groton Board of Education was held on August 28, 2017, in CR 1 of the Town Hall Annex.

**1. CALL TO ORDER**

The meeting was called to order by Mrs. Kim Watson, Board Chairperson, at 6:05 p.m.

The first order of business was the Pledge of Allegiance to the flag by Mr. Arcarese.

**PRESENT**

Mrs. Kim Shepardson Watson  
Dr. Andrea Ackerman  
Mrs. Katrina Fitzgerald  
Mrs. Gretchen Newsome  
Mrs. Rosemary Robertson  
Mrs. Rita Volkmann  
Mrs. Lee White

**ABSENT**

Mr. Gary Baker  
Mr. Jay Weitlauf

Dr. Michael Graner, Superintendent of Schools  
Ms. Susan Austin, Assistant Superintendent of Schools  
Mr. Samuel Kilpatrick, Director of Buildings and Grounds  
Miss Cindy Fan, Student Representative  
Mr. Doug Manfred, GEA Vice President  
Mrs. Beth Horler, GEA President  
Mr. John Frascarelli, Fitch High School  
Mr. Andrew Lefebvre, Fitch High School  
Mr. Ernie Koschmeider, Food Services Director  
Mrs. Carolyn Wilson, Health Program Coordinator, LLHD  
Mrs. Miranda Chapman, Navy Liaison

**B. RECOGNITION AND PARTICIPATION AND DELEGATIONS**

Mrs. Carolyn Wilson, Health Program Coordinator of Ledge Light Health District, presented Ms. Austin, Assistant Superintendent with the Good Neighbor Award from GASP for her efforts to the Groton Public Schools in the area of Mental Health.

**C. COMMENTS FROM CITIZENS**

Mrs. Beth Salemma, 58 Latham Street, who addressed a concern regarding the lack of notification of the hub pick up for students.

## **II. RESPONSE TO COMMENTS FROM CITIZENS**

Mrs. Volkmann asked how many students are affected.

Dr. Graner responded that it was his understanding that all parents had been contacted in early August of the hub pick up. He further noted that there are 150 students who are transported via the hub. He also noted that child care facilities were not aware of the hub pick up.

## **III. STUDENT REPRESENTATIVE REPORT**

The Student Representatives reported:

- That on August 14, 2017 the Athletic Sports night was held;
- That on August 24, 25, 2017 Freshman Orientation was held;
- That August 31, 2017 is the first day of school;
- That on September 7, 2017, at 7:00 p.m., an Internet Safety Seminar will be held;
- That September 21, 2017 is Back to School night.

## **IV. SUPERINTENDENT AND ADMINISTRATION REPORTS**

### **1. Groton 2020**

- a. Mr. Kilpatrick noted that the Permanent School Building Committee and Public Works are in the process of selecting an architect and that Rick Norris and Gary Schneider will conduct a further interview. The RFQ for the Construction Manager has gone out.
- b. Budget – Dr. Graner noted that the Governor has written an executive order which will take place October 1, 2017 that if the budget doesn't go through, a cut of 17 million dollars will take place. Dr. Graner also noted that John Burt, Town Manager, had called the governor and was invited along with himself, Board Chair, Mayor, and the Superintendent to Hartford to discuss Groton and the budget.
- c. Mr. Koschmeider, Food Service Director, gave a status report on the concession stand noting that was doing well; there are 4 high school students manning the stand; it is a time consumer project; they are doing 2-3 times the volume as their predecessor. Mr. Koschmeider noted that the Summer Feeding Program had 13 sites in 2016 and they had 17 sites in 2017. The program is open to 18-year old and younger and that they served 40,413 meals. He noted donations from the teacher association, Children First, and Homes Salon.
- d. School Opening – Dr. Graner noted that the Convocation was held today and they had great presentations. However, there was one staffing concern – size of K classes at CB which they will keep a close watch on to determine a resolution.

**IV. SUPERINTENDENT AND ADMINISTRATION REPORTS – cont.**

**A. REPORTS AND INFORMATION FROM THE STAFF**

**1. Assistant Superintendent Report**

Ms. Austin reported on the summer activities:

- a. PD occurred around Mathematics; Teacher College Institute was held; ELA training; Science Course was conducted in German; purchasing was done in support of the libraries; the writing of curriculum was held to be followed by PD and then the curriculum would be presented to the Curriculum Council before going to the Board for approval.

**2. Business Office Report**

- FY 17 Closeout Report – Dr. Graner noted that in addition to the \$247,000 the Board voted to return to the General Fund, there is an additional \$20,000 to be returned.
- Filing of the ED 001 – Dr. Graner noted that Hugh Hunter, Former Business Manager of Groton, has finished the ED 001 report. He also noted that just last week a new Business Manager hired – Ken Knight and that Mr. Hunter will return when the new Business Manager is on board to give assistance.
- Health Insurance Report. Dr. Graner noted that the June bill was lower and that there is 1.5 million dollars left in the health insurance reserve.

**3. Director of Buildings and Grounds Report**

Mr. Kilpatrick reported:

- Update on Summer Projects – He noted that the closing of PV went smoothly; some of the PV equipment has been deployed throughout the district.
- Portables – He noted that the foundation is complete for the portables at CB and he is waiting for permission to move the portables across Route 12. Once in place, there is electrical and handicap access work still to be done.
- His department has reconfigured the office at CC.
- The Greenhouse has been delivered.
- Programs have been moved around:
  - CC new playground
  - CB playground has been moved
  - CC conversion to natural gas
- Fire Marshall cited two schools – SB and CMS – for the lack of smoke detectors. He noted that member of his staff – Kevin Lundy, Joe Montgomery, Steve Waldron, Damion Deck, and Scott Reed stepped up to see that the installation of the smoke detectors occurred in a timely fashion. He further noted that he was informed today that there is similar issue at MM.
- Transportation:
  - The bus runs are up for regular education;
  - Special Education runs are almost complete; completion is expected by the end of the night;
  - Minor issues are still being worked on.

**IV. COMMITTEE REPORTS**

1. Finance/Facilities Committee:  
There was no report.
2. Policy Committee:  
There was no report.
3. Curriculum Committee:  
There was no report.
4. Negotiations Committee:  
There was no report.
5. LEARN:  
Mrs. Volkmann noted that the Executive Committee is also planning a committee and reviewing the RFP for an architect.
6. Groton Parent Council:  
There was no report.
7. Town & City Councils/RTM/Board Liaison Committee:  
There was no report.
8. GEA/AGSA/BOE Liaison Committee:  
There was no report.
9. Groton Scholarship:  
There was no report.
10. CABA  
There was no report.
11. Trails Liaison:  
There was no report.
12. Ad Hoc Middle School Program Review:  
Dr. Ackerman noted that the AD Hoc Middle School Program Review met with Kelly Donovan on how IB is being conducted. She also noted that the Ad Hoc Committee will be attending Facility Meetings in October.

V. ACTION ITEMS

A. CONSENT CALENDAR

1. RESOLUTION ACCEPTING BOARD MINUTES

RESOLVED, that the special meeting minutes of July 17 and 24, 2017 (regular Board Meeting and Superintendent's Evaluation), are hereby accepted and approved.

**MOTION:** Robertson, White: To approve the Consent Calendar.

**PASSED - UNANIMOUSLY**

B. OLD BUSINESS

1. Discussion and possible action regarding approval as a second reading of policy P 3435 Fraud Prevention and Investigation. [ATTACHMENT #1]

**MOTION:** Fitzgerald, Robertson: To approve as a second reading policy P 3435 Fraud Prevention and Investigation. **PASSED - UNANIMOUSLY**

2. Discussion and possible action regarding approval as a second reading of policy P 1331 Smoking in School Facilities. [ATTACHMENT #2]

**MOTION:** Newsome, Robertson: To approve as a second reading policy P 1331 Smoking in School Facilities. **PASSED - UNANIMOUSLY**

3. Discussion and possible action regarding approval as a second reading of policy P 4118.231 Smoking, Drinking and Use of Drugs on School Premises. [ATTACHMENT #3]

**MOTION:** Robertson, Volkmann: To approve as a second reading policy P 4118.231 Smoking, Drinking and Use of Drugs on School Premises. **PASSED - UNANIMOUSLY**

C. NEW BUSINESS

1. Discussion and possible action regarding approval of the FHS Band and Choir's participation in the 2019 New Year's Day parade in London, England.

**C. NEW BUSINESS – cont.**

**MOTION:** Volkmann, Newsome: To approve the FHS Band and Choir's participation in the 2019 New Year's Day parade in London, England. YES – Watson, Robertson, White, Volkmann, Newsome; ABSTAINED – Ackerman, Fitzgerald. **PASSED**

**2. Discussion and possible action regarding approval as a first reading of policy P3542.22 Food Services Code of Conduct. [ATTACHMENT #4]**

**MOTION:** White, Fitzgerald: To approve as a first reading policy P 3542.22 Food Services Code of Conduct. **PASSED - UNANIMOUSLY**

**3. Discussion and possible action regarding approval as a first reading of policy P 3542.43 Food Services Charging. [ATTACHMENT #5]**

**MOTION:** Volkmann, White: To approve as a first reading policy P 3542.43 Food Services Chagrining. YES – Watson, Robertson, White, Newsome, Ackerman, Fitzgerald; NO – Volkmann. **PASSED**

**4. Discussion and possible action regarding the Superintendent's evaluation. (It is anticipated that this item will be discussed in Executive Session.)**

**MOTION:** To go into Executive Session at the end of the meeting to discuss the Superintendent's evaluation.

**VI. INFORMATION AND PROPOSALS**

**A. LETTERS, COMMUNICATIONS, AND COMMENTS**

1. Mrs. Fitzgerald noted that she attended the Policy Committee meeting, the Ad Hoc Middle School Committee meeting, CAFE meeting, the Convocation, National School Board Webinar, and the Mental Health First Aid meeting.
2. Dr. Ackerman noted that she attended the ELA PD, PSBC meeting, and the Convocation. She also noted that she went to CMS and gave a compliment to the custodial staff at CMS as well as the custodial staff at the high school for the cleanliness of each school.
3. Mrs. Robertson noted that she attended the joint meeting between the Board and the Town Council, 2 Policy Committee meetings, and a Community Service meeting.
4. Mrs. White noted that she attended the Convocation and the Snack Shack.
5. Mrs. Volkmann noted the passing of Nancy Wilcox, High School Secretary. She also noted that she attended at the end of July the Military Child Collation in Washington, DC; she noted a call from a citizen regarding what grants are available. She further asked the status of the Algebra I and Pre-Algebra classes.

**A. LETTERS, COMMUNICATIONS, AND COMMENTS – cont.**

6. Mrs. Watson noted the call from the citizen regarding grants available, e-mail regarding parking at NEA; her attendance at the Convocation; that she met with the Mayor and Mr. Burt on how to move forward regarding the budget – she also noted the upcoming meeting with the Governor on September 5, 2017; and that it was suggested that Dr. Graner attend the Town Council meeting and that a Town Council member attend a Board of Education meeting once a month.

**VII. ADVANCE PLANNING**

**A. Future Meeting Dates and Calendar Items**

As noted in the agenda.

Mrs. Volkmann requested the dates of the Open Houses and other activities of interest to the Board.

**B. Suggested Agenda Items**

NONE

**VIII. ADJOURNMENT**

**MOTION:** White, Newsome: To go into Executive Session at 8:20 p.m. for the purpose of discussing the Superintendent's evaluation.

**PASSED - UNANIMOUSLY**

The Superintendent's evaluation was discussed. No action was taken.

**MOTION:** Ackerman, Gretchen: To return to Open Session at 8:25 p.m.

**PASSED – UNANIMOUSLY**

**MOTION:** Ackerman, Newsome: To approve a one-year extension of the Superintendent's contract at a 1.5% increase effective July 1, 2017.

**PASSED – UNANIMOUSLY**

**MOTION:** Ackerman, White: To adjourn at 8:26 p.m.

**PASSED - UNANIMOUSLY**