

**GROTON PUBLIC SCHOOLS  
GROTON, CONNECTICUT**

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

**Regular Meeting**

**June 26, 2017**

The regular meeting of the Groton Board of Education was held on June 26, 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 6:06 p.m.

The first order of business was the Pledge of Allegiance to the flag by Miss Cindy Fan.

**PRESENT**

**ABSENT**

Mrs. Kim Shepardson Watson  
Dr. Andrea Ackerman  
Mrs. Katrina Fitzgerald  
Mrs. Rosemary Robertson  
Mrs. Rita Volkmann  
Mr. Jay Weitlauf  
Mrs. Lee White

Mr. Gary Baker  
Mrs. Gretchen Newsome

Dr. Michael Graner, Superintendent of Schools  
Mr. Samuel Kilpatrick, Director of Buildings and Grounds  
Miss Cindy Fan, Student Representative  
Mr. Frank Herrick, CO-Director, Adult Education Program  
Mr. Kerry Carter, Co-Director, Adult Education Program

**B. RECOGNITION AND PARTICIPATION AND DELEGATIONS**

NONE

**C. COMMENTS FROM CITIZENS**

NONE

**II. RESPONSE TO COMMENTS FROM CITIZENS**

NONE

### **III. STUDENT REPRESENTATIVE REPORT**

The Student Representative reported:

- Graduation was great; well organized and conducted by the administration.

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

1. **Groton 2020** – Dr. Graner reported that:
  - a. The Town has put out a bid for architects; deadline is June 27, 2017.
  - b. Claude Chester will get Diversity School status; there is no bonding at this time for State construction projects (pending approval of the State Budget).
  
2. **FY 18 Budget Update** – Dr. Graner reported that:
  - a. The Business Office is working on the 74.9 million budget.
  - b. That there is a saving relative to the early retirement incentive – 31 teachers have retired.

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

##### **1. Assistant Superintendent Report [ATTACHMENTS #2]**

Dr. Graner reported:

- a. A lot of work has been done on curriculum writing: Elementary E.L.A. K-5 Grammar and usage and pacing guide, 6-8 Grammar resources – continue work to develop pacing guide.
- b. This week:
  - Math – High School/Middle School Algebra I; common assessments, mid-year and end of year exam
  - Elementary Math – pacing guide and common assessments
  - SBAC Data – District presentation July 17, 2017.

##### **2. Business Office Report [ATTACHMENT #1]**

- Dr. Graner gave an overview of the end of the year FY 17 budget summary dated June 26, 2017.
- Dr. Graner stated that the Health Insurance Report for the month of May has not been released.
- Dr. Graner noted that Central Office personnel not in bargaining units will be going into the HDHP and HSA as of July.

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

Mr. Kilpatrick reported:

- Groton 2020 Plan – He noted that Gary Schneider, Rick Norris, 2 members of the Permanent Building Committee, and himself are on the committee to select an architect.
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**B. REPORTS AND INFORMATION FROM THE STAFF – cont.**

- The closing of PV is running like clockwork. The air conditioning units in PV were moved to CMS; library furniture and shelves were moved from PV to MM.
- Summer Projects – There are 14 major projects planned.
- The moving of portables from PV to CB – He has completed an application to the Town for the moving of the portables, and he has completed an application to the Town for the moving of the trailer from PV to MM. A building moving contractor has given a reasonable estimate.
- The Greenhouse is scheduled to be delivered this week.
- Patti Gomes, Transportation Coordinator, is really working hard regarding the transponder webinar.

**4. Director of Human Resources**

Dr. Graner reported that there are 9 positions being advertised for.

**IV. COMMITTEE REPORTS**

1. Finance/Facilities Committee:  
There was no report.
2. Policy Committee:  
Mrs. White noted that the Policy Committee met and the policies discussed were on the agenda for approval.
3. Curriculum Committee:  
There was no report.
4. Negotiations Committee:  
Mrs. Watson noted that the Negotiations Committee has completed negotiations with the Custodians/Technicians/Maintenance bargaining union.
5. LEARN:  
Mrs. Volkmann noted that the LEARN Board met on June 8, 2017 and that Dr. Graner attended for the first part of the meeting. She noted that LEARN staff shared their leadership team results for the year; LEARN will be consolidating their special education programs at one site in New London if the purchase of a facility takes place. LEARN interviewed for attorneys last Wednesday. Mrs. Volkmann stated that she is now on the LEARN Building Committee.
6. Groton Parent Council:  
Mrs. White stated that the Groton Parent Council met and that Clair will continue for another year. She noted that they also discussed the budget

**IV. COMMITTEE REPORTS - cont.**

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. CABE  
There was no report.
11. Trails Liaison:  
There was no report.
12. Ad Hoc Middle School Program Review:  
There was no report.

**V. ACTION ITEMS**

**A. CONSENT CALENDAR**

**1. RESOLUTION ACCEPTING BOARD MINUTES**

RESOLVED, that the regular minutes of the May 22, 2017 and Special meeting on May 15 2017, are hereby accepted and approved.

**2. RESOLUTION ACCEPTING GIFTS**

RESOLVED, that the Board hereby accepts gifts to the Groton Public Schools as follows:

- YouCause, LLC Trustee for Pfizer Annual Giving Campaign (Susan Poe) has made a donation in the amount of \$125.00 to Charles Barnum School for the Hiking Club.
- The Mystic Garden Club has made a donation of \$670.00 for the purpose of purchasing garden supplies for the Garden Sprouts Club at Northeast Academy School.

**MOTION:** Rosemary, Lee: To approve the Consent Calendar.

**PASSED - UNANIMOUSLY**

**B. OLD BUSINESS**

1. Discussion and possible action regarding approval as a second reading regulation R 3435 Fraud Prevention and Investigation.

**MOTION:** White, Robertson: To approve as a second reading regulation R 3435 Fraud Prevention and Investigation.

**MOTION WITHDRAWN**

**This item was sent back to the Policy Committee.**

2. Discussion and possible action regarding approval as a second reading policy P 1331 Smoking in School Facilities.

**MOTION:** Robertson: To approve as a second reading policy P 1331 Smoking in School Facilities.

**MOTION WITHDRAWN**

**This item was sent back to the Policy Committee.**

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

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

**MOTION WITHDRAWN**

**This item was sent back to the Policy Committee.**

**C. NEW BUSINESS**

1. Discussion and possible action regarding approval of Adult Education Teacher Evaluation Plan. **[ATTACHMENT #2]**

Mr. Frank Herrick and Mr. Kerry Carter, Co-Directors of Adult Education, gave an overview of the Adult Education Program. Mr. Herrick stated that 16 students graduated from the program this year; they received a large donation from Liberty Bank; the program is located at West Side Middle School; the evaluation plan is not online at this time.

**MOTION:** Watson, Robertson: To approve the Adult Education Teacher Evaluation Plan.

**PASSED – UNANIMOUSLY**

**VI. INFORMATION AND PROPOSALS**

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

1. Mr. Weitlauf reported:
  - a. He attended the Teacher Retirement Reception at Fitch High School.
  - b. He attended the CMS Promotion Ceremony.
  - c. He attended the FHS Graduation.
2. Mrs. Fitzgerald reported:
  - a. She attended the Teacher Retirement Reception at Fitch High School.
  - b. She attended the IB luncheon.
  - c. She attended the legislative wrap up with Mrs. White and Mrs. Robertson.
3. Dr. Ackerman reported:
  - a. She attended the Teacher Retirement Reception at Fitch High School
  - b. She attended the FHS Graduation. Dr. Ackerman acknowledged that this is the 40<sup>th</sup> graduation that Linda Branche, Head Custodian, has helped prepare for.
  - c. She attended the IB luncheon.
  - d. She attended the Board Retreat.
  - e. She recognized Mark Russell for the tie she presented him with for all his efforts over the years.
4. Mrs. Robertson reported:
  - a. She attended the WSM Promotion Ceremony.
  - b. She attended the legislative wrap up on June 13, 2017.
  - c. She attended the Anonymous People regard a sober high school.
  - d. She attended the ribbon cutting at EP Beach Concession Stand.
  - e. She attended the FHS Graduation.
  - f. She attended the GASP meeting.
5. Mrs. White reported that she attended most of the activities that other Board members attended.
6. Mrs. Volkmann reported:
  - a. She attended the Teacher Retirement Reception at Fitch High School.
  - b. She attended the FHS Award Ceremony.
  - c. She attended the Board Retreat.
7. Mrs. Watson reported:
  - a. She attended the ribbon cutting at EP Board Concession Stand.
  - b. She attended the FHS Graduation.

**VII. ADVANCE PLANNING**

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

As noted in the agenda.

**B. Suggested Agenda Items**

Mrs. Volkmann made several referrals:

- Discussion regarding having a Business Manager.
- Discussion on how the Board handles the warrants.
- Discussion on having 4 members on Board Committees.

The Board recessed the meeting at 7:41 p.m. to conduct negotiations regarding the 3 items on the agenda for approval regarding salaries of Central Office staff and personnel.

The Board returned to the regular meeting at 8:47 p.m.

1. **MOTION:** Watson, Ackerman: To approve a 1.5% increase for all Central Office non-union personnel excluding the Superintendent of Schools.

**PASSED – UNANIMOUSLY**

2. **MOTION:** Watson, Robertson: To approve the non-union personnel salaries as presented (except sub paraprofessionals).

**PASSED – UNANIMOUSLY**

4. **MOTION:** Watson, White: To approve a stipend for the Human Resources Director of \$1,600 per month and the Director of Buildings and Grounds of \$800 per month for the 4-month period from March through June 2017.

**YES – Watson, Ackerman, Fitzgerald, Robertson, White Weitlauf  
ABSTAINED – Volkmann**

**PASSED**

**VIII. ADJOURNMENT**

**MOTION:** Ackerman, Weitlauf: To adjourn at 8:50 p.m.

**PASSED - UNANIMOUSLY**