

**NORWICH BOARD OF EDUCATION  
Norwich, Connecticut**

**DRAFT MINUTES OF:  
November 13, 2018  
REGULAR BOARD MEETING – BOARD OF EDUCATION  
KELLY MIDDLE SCHOOL COMMUNITY ROOM**

**PRESENT:** Dr. Yvette Jacaruso, Joyce Werden, Heather Romanski, Aaron Daniels, Dennis Slopak, Robert Aldi, James Maloney, Mark Kulos, and Patricia Staley.

**ABSENT:** None

**STAFF:** Abby I. Dolliver, Superintendent  
Dr. Thomas J. Baird, Assistant Superintendent  
Athena L. Nagel, Business Administrator  
Jamie H. Bender, Director of Student Services & Special Education  
Amber Rutigliano, Administrative Assistant to the Superintendent  
Administrators, Principals and Teachers

**MEDIA:** The Day, WICH/WCTY

Dr. Yvette Jacaruso called the meeting to order at 6:00 p.m. and a quorum was declared.

Dr. Jacaruso asked Tricia Staley to lead the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

**MOTION:** Made by Robert Aldi (seconded by Mark Kulos) to approve the amended minutes of the October 9, 2018 meeting. Motion passed unanimously.

**REPORT OF THE CHAIRPERSON:**

Dr. Jacaruso reported on:

- NPSEF pasta dinner fundraiser at Billy Wilsons that raised \$700
- Visit to Norwich Transition Academy with Mark Kulos
- Uncas Parents Night on November 1<sup>st</sup>
- Veterans Day assembly at Stanton School with Joyce Werden

**PUBLIC COMMENT:**

None

**REPORT OF THE SUPERINTENDENT:**

Mrs. Dolliver reported on:

- Enrollment (including VLA enrollment)
- CAPSS award ceremony re-cap
- Accountability Index

- Alliance District (535,025 students in CT-221,880 of them in Alliance Districts)
- CAUS meeting
- School walk-throughs
- October 19<sup>th</sup> conference on trauma
- Dept. of Administrative Services-new data system access for Superintendents
- School Leadership award dinner with Peter Camp
- LIONS club-book donation
- Mahan School-McDonald's donation for grand re-opening
- Patrick Gauthier from American Ambulance-provided free training for school nurses
- Operation Warm (sponsored by Ivory Ella) for Stanton students-coat donation
- Adult Education site visit
- Adult Education updated program and enrollment numbers
- Family conference schedule update
- Cost of substitutes per day: \$2,000
- Mahan & Uncas kindergarten class visits to City Hall

#### **DISTRICT IMPROVEMENT INITIATIVE/BUDGET EXPENDITURE COMMITTEE UPDATE**

Dr. Thomas Baird, Athena Nagel and Jamie Bender:

Athena Nagel updated the Board on the October 29<sup>th</sup> Budget Expenditure meeting. She provided the Board with information pertaining to the General Fund projected savings. Tuition students for the 2018-2019 school year were discussed. At this time, there is a projected deficit of \$2.318 million.

Dr. Baird updated the Board on the 18-19 entitlement grants, the increased numbers in middle schools due to the likely return of students from out of district schools and the magnet cap sizes.

**MOTION:** Made by Dennis Slopak (seconded by Joyce Werden) to accept the Stanton School roof project 104-117RR as complete. Motion passed unanimously.

#### **REPORT OF THE ASSISTANT SUPERINTENDENT**

Dr. Baird reported on:

- Update on attendance data
- Suspension rates-decline in OSS rates
- Inter-district collaborative grant
- Curriculum Council meeting on October 29<sup>th</sup>
- New Curriculum Quality Rubric
- Bilingual, SIG, 21<sup>st</sup> Century and Title 1, 2, 3, 4 grants

#### **COMMITTEES:**

##### **Policy Committee**

Joyce Werden reported on the Policy Committee meeting that took place on October 24<sup>th</sup>. The hiring of certified staff and the DCF policy were discussed at length during the meeting. The next meeting is on November 28<sup>th</sup> at 4:00 pm in the central office conference room.

The following policies were presented to the Board for First Read:

- Policy #1000-Visitors and Observations in Schools
- Policy #1050-Non-Discrimination-Community/Board Operations
- Policy #4112-Non-Discrimination-Personnel
- Policy #4112.1-Plan for Minority Educator Recruitment
- Policy #4112.2-Employment Checks
- Policy #4112.4-Hiring of Certified Staff
- Policy #4112.5-Hiring of Non-Certified Staff
- Policy #4118.112(a)-Sex Discrimination & Sexual Harassment in the Workplace
- Policy #4116-Employees and Section 504
- Policy #4119-Reports of Suspected Abuse or Neglect of Children by School Employees
- Policy #4119.5-Suspected Abuse of Adults with Intellectual Disability
- Policy #5001-Child Sexual Abuse & Assault-Non-School Employees
- Policy #5121-Non-Discrimination-Students
- Policy #5145.5-Students-Sex Discrimination & Sexual Harassment

**MOTION:** Made by Robert Aldi (seconded by Dennis Slopak) to approve the following policies for deletion. Motion passed unanimously.

- 3516.33(a)-Accident Prevention & Reporting First Aid
- 4100(a)-Certified Personnel-General Policy
- 4117.4(a)-Suspension
- 4117.2-Resignation
- 4118.3-Duties of Personnel
- 4118.3(a)-Duties of Personnel-Teachers
- 4120-Temporary Personnel
- 4121-Substitute Teachers
- 4126-Continuing Education for Certified Professional Employees
- 4132-Publication or Creation of Materials
- 4133-Travel-Reimbursement
- 4137/4237-Non-school Employment
- 4151/4251-Short-term Leaves
- 4151.1/4251.1-Personal Illness & Injury Leave
- 5000-Concept & Roles in Student Personnel
- 5112(a)-Ages of Attendance
- 5113-Attendance & Excuses-Written Excuses
- 5124-Reporting to Parents/Guardians
- 5126-Awards for Achievements
- 5131.2-Classroom, Hall & Ground Conduct
- 5131.5-Vandalism
- 5132-Student Dress Code
- 5134-Bring Your Own Device
- 5139.9-Gang Activity or Association
- 5131.911(a)-Hazing/Bullying
- 6113-Released Time
- 6114-Emergencies and Disaster Preparedness

- 6114.6-Inclement Weather
- 6121-Non-discrimination: Instructional Program
- 6164.12-Instruction on Acquired Immune Deficiency Syndrome (AIDS)

### **Transportation Committee**

Athena Nagel reported that First Student has been busy with administrative tasks including calculating excess costs as well as Medicaid and homeless reimbursement information.

### **Leadership Evaluation Committee**

Joyce Werden reported on the timeline changes and she discussed Attorney Anne Littlefield's summary of next steps based on feedback from the Board's self-evaluation workshop. Next steps have not been discussed yet and they would like feedback from the entire board. The Superintendent will present her self-assessment to the Board for the December meeting.

### **School Facilities Committee**

Tricia Staley reported that the survey has been finalized and will be active in time for family conferences.

### **LIAISONS:**

#### **Integrated Day Charter School Liaison**

Joyce Werden reported that the IDCS is in the process of planning the agenda for their Board retreat. They are interested in Norwich's board self-evaluation process.

#### **Otis Library Liaison**

Yvette Jacaruso reported that the 2018 O'tis a Festival will take place on Saturday, November 17<sup>th</sup> from 10am-3pm. There are 5 "celebrity parkers" from NPS that are volunteering their time.

#### **NFA Liaison**

Al Daniels reported on NFA's Teacher of the Year and their Honors Program. He is looking into finding out how many Norwich students participate in the Honors Program. Lillian Lorenzo, a former NPS student, is this year's MLK scholarship recipient. NFA offers a marine science program and is now offering a manufacturing and job skill track for students.

### **BOARD REPORTS:**

Mark Kulos, Yvette Jacaruso, Al Daniels, Abby Dolliver and Tricia Staley are attending this year's CABE/CAPSS Convention.

Heather Romanski reported that she attended Moriarty Magnet school's Book Bingo.

### **EXECUTIVE SESSION**

**MOTION:** Made by Joyce Werden (seconded by Al Daniels) to go into Executive Session. Motion passed 8-0.

The Board went into Executive Session at 7:45 pm.

Dennis Slopak left the meeting at 8:27 pm.

The Board returned from Executive Session at 8:41 pm. There were no votes take in Executive Session.

**MOTION:** Made by Robert Aldi (seconded by Al Daniels) to adjourn the meeting. Motion passed unanimously.

The meeting was adjourned at 8:41 p.m.

Respectfully submitted,

*Heather Romanski*

Heather Romanski,  
Secretary