

**GROTON PUBLIC SCHOOLS  
GROTON, CONNECTICUT**

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

**Regular Meeting**

**November 23, 2015**

The regular meeting of the Groton Board of Education was held on November 23, 2015, in CR 1 of the Town Hall Annex.

**A. CALL TO ORDER**

The meeting was called to order by Mrs. Kim Watson, Board Chairperson, at 6:04 p.m.

The first order of business was the Pledge of Allegiance to the flag led by Mrs. Beth Horler.

**PRESENT**

Mrs. Kim Shepardson Watson, Chairperson  
Mrs. Rita Volkmann, Vice Chairperson  
Dr. Andrea Ackerman  
Mrs. Patricia Doyle  
Mrs. Elizabeth Gianacoplos  
Ms. Mary Kelly  
Mr. Jay Weitlauf

**ABSENT**

Mrs. Katrina Fitzgerald  
Mrs. Lee White

Dr. Michael Graner, Superintendent of Schools  
Ms. Susan Austin, Assistant Superintendent  
Mr. Michael Emery, Director of Teaching and Learning  
Mr. Samuel Kilpatrick, Director of Buildings and Grounds  
Mr. Don Meltabarger, Business Manager  
Mr. Jacob Carlson, Student Representative  
Miss Mackenzie Lyons, Student Representative

Mrs. Denise Doolittle, Director of Pupil  
Personnel Services

Mrs. Laurie LePine, Director of Human  
Resources

**B. RECOGNITION AND PARTICIPATION AND DELEGATIONS**

1. Dr. Graner presented CAPT Carl Lahti with Friends of Education Certificate for his service to the Groton Public Schools.
2. Dr. Graner acknowledged the Fitch High School Band members Brady Foster and Ariana Stanberry. Ariana stated that Fitch won 1<sup>st</sup> place at State – Cadet Award of Excellence and 1<sup>st</sup> place at National – Cadet Award of Excellence
3. Ms. Laura Quashnie stated that the Groton Education Foundation awarded 13 grants for a total amount of \$20,051.80.

**B. RECOGNITION AND PARTICIPATION AND DELEGATIONS – cont.**

4. Dr. Graner and Mrs. Watson presented a plaque and a plant to outgoing Board members Beth Gianacoplos and Patricia Doyle.

**C. COMMENTS FROM CITIZENS**

1. Mrs. Beth Horler, GEA President, thanked outgoing Board members Beth Gianacoplos and Patricia Doyle for their steadfast service to the students and citizen of Groton. [ATTACHMENT #1]

**II. RESPONSE TO COMMENTS FROM CITIZENS**

NONE

**III. STUDENT REPRESENTATIVE REPORT**

The student representatives reported:

- The Football Game on Thursday at 10:00 a.m. will be with Ledyard Public Schools;
- The student representatives stated that they attended the CABE/CAPSS Convention and noted the different workshops they attended, e.g. students perspective on poverty and the achievement gap;
- The student representatives noted that the second quarter was beginning.

**IV. SUPERINTENDENT AND ADMINISTRATION REPORTS**

➤ **CIAC Michael's Cup Award**

Mr. Mark Romano, Athletic Director, explained the Michael's Cup Award and its process. He stated that FHS was one of twenty schools awarded the Michael's Cup Award for Excellence in Athletic Programming.

➤ **NGSS Implementation Plan [ATTACHMENT #2]**

Dr. Graner stated that the state adopted the NGSS and they will be implemented over the next five years. The State has decided to push it back yet one more year. The writing of curriculum at the elementary level will be woven into the Teachers' College Writing. Middle and High Schools are already departmentalized.

➤ **Update regarding voting at FHS**

Dr. Graner stated that the problem with voting at the high school this year was the result of a miscommunication. Next year, Professional Development will not be held at FHS.

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

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

**1. Assistant Superintendent Report**

- **NCTM Conference Update [ATTACHMENT #3]**  
Ms. Austin gave an overview of the NCTM Conference.
- **CT Submarine Century [ATTACHMENT #4]**  
Ms. Austin gave an overview of the CT Submarine Century.

**2. Director of Teaching and Learning Report**

- **Update on Early Release PD Program [ATTACHMENTS #5]**  
Mr. Emery gave an overview of the Early Release PD Program that was held September 15, 2015.
- **Math Interim Assessments [ATTACHMENT #6]**  
Mr. Emery gave an overview of the Math Interim Assessments for the December 8, 2015 Professional Development day.

**3. Business Manager Report [ATTACHMENT #7, 8, 9]**

- Mr. Meltabarger gave an overview of the Budget Summary dated November 16, 2015; the Enrollment Update dated October 31, 2015; and the Insurance update through October 2015.

**4. Director of Buildings and Grounds Report [ATTACHMENT #10]**

- Mr. Kilpatrick shared that proposed construction schedule for the NEA Water Tower Project. He stated that the schedule needed Board approval. This item will be placed on the December 1, 2015 agenda.
- CMS Traffic Issue – Mr. Kilpatrick outlined the traffic issue at CMS; the proposed plan will improve the traffic pattern to drop off middle school special education students. He stated that construction will occur this weekend.

**IV. COMMITTEE REPORTS**

**1. Finance/Facilities Committee:**

Mr. Weitlauf stated that the Finance/Facilities Committee met on November 16, 2015 and discussed Unified Sports Program, CMS parking issue, and an update on Redflex.

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2. Policy Committee: Ms. Kelly stated that the Policy Committee met and discussed the Police in the Schools and Concussion policies.
3. Curriculum Committee: Mrs. Gianacoplos stated that the Curriculum Committee met on November 16, 2015 and discussed scheduling at the middle school level and had determined to develop a broad base committee and had a review of the implementation of the Writers Workshop. She stated that overall it was excellent.
4. Negotiations Committee: Ms. Kelly stated that the GEA contract was presented to the Town Council; no action was taken. After 30 days, it will have passed.
5. LEARN: Mrs. Volkmann stated that LEARN met and that Dr. Howley presented the fiscal state of the agency. Mrs. Volkmann shared the LEARN Audit Report and urged that Board members receive a similar document for Groton.
6. Groton Parent Council: Mr. Weitlauf stated that the Groton Parent Council met November 10, 2015 at CMS. She noted that Carolyn Wilson, Groton Adolescent Substance Abuse Group, had received a 5 year \$5,000 grant regarding substance abuse; Katrina Fitzgerald given an Ad Hoc Magnet School report.
7. Town & City Councils/RTM/Board Liaison Committee: There was no report.
8. GEA/AGSA/BOE Liaison Committee: Mrs. Gianacoplos stated that the BOE/AGSA/GEA Liaison Committee met on October 28, 2015 and discussed substitutes for teachers and paras; printer ink contract; the need for consistent color code across the district; copiers; instructional technology; budget development and guidelines; and class size guidelines.

**IV. COMMITTEE REPORTS – cont.**

9. School Facilities Initiative Task Force: Dr. Ackerman stated that the School Facilities Initiative Task Force met on November 12, 2015. Dr. Ackerman stated that they reviewed the history again and Representatives John Scott and Aundre Bumgardner were in attendance and pledged their full support; cheapest way was to go is to build 2 new schools; a motion was made to seek special legislation to building 2 new schools and 1 middle school.
10. Groton Scholarship: Ms. Kelly stated that the first letters will be going out by the end of the month.
11. Magnet School Ad Hoc: Dr. Graner stated that the Magnet School Ad Hoc Committee have developed a survey for all parents of Magnet School children and have developed a survey for Groton parents asking if they are interest in Magnet Schools.
12. Yardstick Ad Hoc: Mrs. Gianacoplos stated that Ms. Austin had done a lot of the leg work, e.g. took material to the administrators. A copy of the revised Groton Yardstick will be sent to Board members in the Board Notes.
13. Supt. 360° Review Ad Hoc: Ms. Kelly stated that the committee is planning a questionnaire to send to teachers and non-teachers.

**V. ACTION ITEMS**

**A. CONSENT CALENDAR**

**1. RESOLUTION ACCEPTING BOARD MINUTES**

RESOLVED, that the Regular meeting minutes of the October 26, 2015, are hereby accepted and approved.

**2. RESOLUTION ACCEPTING WARRANTS**

RESOLVED, that the Warrants #9, are hereby accepted and approved.

**A. CONSENT CALENDAR – cont.**

**3. RESOLUTION ACCEPTING GIFTS**

- Thames Valley Communications has made the following donations to the Groton Public Schools:
  - (1) Dell Optiplex 320
  - (1) Dell Optiplex 745
  - (1) Mac Mini A1176
  - (1) HP Officejet Pro 86000
  - (Approx. 300) Miscellaneous AV cables

A motion was made by Mrs. White and seconded by Ms. Kelly.

**PASSED - UNANIMOUSLY**

**B. OLD BUSINESS**

**1. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF REVISION TO POLICY P 5141.3 HEALTH AND ASSESSMENT AND IMMUNIZATIONS AS A SECOND READING [ATTACHMENT #11]**

A motion was made by Ms. Kelly and seconded by Mrs. White to approve revision to policy P 5143.3 Health and Assessment and Immunizations as a second reading.

**PASSED – UNANIMOUSLY**

**2. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF REVISION TO POLICY P 5141.21 ADMINISTERING MEDICATION AS A SECOND READING [ATTACHMENT #12]**

A motion was made by Ms. Kelly and seconded by Mrs. Doyle to approve revision to policy P 5141.21 Administering Medication as a second reading.

**PASSED – UNANIMOUSLY**

**B. OLD BUSINESS – cont.**

**3. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF POLICY P 5146 POLICE IN THE SCHOOLS AS A SECOND READING**

This item was referred back to the Policy Committee for further review and to the Board Attorney for legal opinion.

**4. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF REVISION TO POLICY P 3326 PAYING FOR GOODS AND SERVICES AS A SECOND READING [ATTACHMENT #13]**

A motion was made by Ms. Kelly and seconded by Dr. Ackerman to approve revision to policy P 3326 Paying for Goods and Services as a second reading.

**PASSED – UNANIMOUSLY**

**C. NEW BUSINESS**

**1. DISCUSSION AND POSSIBLE ACTION REGARDING ACCEPTANCE OF THE GROTON EDUCATION FOUNDATION GRANT**

A motion was made by Dr. Ackerman and seconded by Mrs. Volkmann to accept the Groton Education Foundation Grant as presented.

**PASSED – UNANIMOUSLY**

**2. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE 2015-2016 CLASS SIZE PARAMETERS (ATTACHMENT #14)**

A motion was made by Mrs. Gianacoplos and seconded by Dr. Ackerman to approve the 2015-2016 Class Size Parameters with the deletion of the minimums.

**YES – Watson, Ackerman, Doyle, Gianacoplos, Kelly, White,  
Weitlauf**

**NO - Volkmann**

**PASSED**

**C. NEW BUSINESS**

**3. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE UNIFIED SPORTS PROGRAM (ATTACHMENT #15)**

A motion was made by Mrs. Gianacoplos and seconded by Mr. Weitlauf to approve the concept of a stipend for a coach or coaches and transportation based on the MOU with the GEA.

**PASSED – UNANIMOUSLY**

**4. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF A STUDENT SPORTS - CONCUSSION POLICY P 5141.7 AS A FIRST READING**

This item was tabled.

**VI. INFORMATION AND PROPOSALS**

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

1. Mrs. Doyle thanked the Board members for the privilege of working with the Board.
2. Dr. Ackerman noted:
  - a. She attended the State Council for Opportunities for Military Children Conference;
  - b. She attended the CABE/CAPSS Convention and stated that it was wonderful.
3. Mrs. Gianacoplos noted:
  - a. An e-mail regarding requesting the return of 3<sup>rd</sup> grade strings program;
  - b. She also thanked the Board members for the privilege of working with the Board.
4. Mr. Weitlauf noted:
  - a. An e-mail regarding requesting the return of 3<sup>rd</sup> grade strings program;
  - b. He attended the CMS Drama last Saturday;
  - c. That he will miss Mrs. Gianacoplos and Mrs. Doyle on the Board.
5. Ms. Kelly stated how much she will miss Mrs. Gianacoplos and Mrs. Doyle.
6. Mrs. Volkmann noted:
  - a. An e-mail regarding requesting the return of 3<sup>rd</sup> grade strings program;
  - b. That she attended the FHS Marching Band fundraiser at Pizza Palace;
7. Mrs. Watson noted:
  - a. An e-mail regarding requesting the return of 3<sup>rd</sup> grade strings program;
  - b. She attended the CABE/CAPSS Convention and state that it was wonderful.



**VII. ADVANCE PLANNING**

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

As noted in the agenda.

**B. Suggested Agenda Items**

Mrs. Volkmann requested:

- a. Information from HR on the Substitute Applications at a COW meeting;
- b. Search
- c. Copy of meetings be televised on Channel 2 and on the Groton Town Website;
- d. Discussion of the return of the 3<sup>rd</sup> Strings program at a COW meeting;
- e. Discussion of having the Auditors come speak to the Board at a COW meeting.

**VIII. ADJOURNMENT**

A motion was made by Ms. Kelly and seconded by Mrs. White to adjourn at 8:30 p.m.

**PASSED - UNANIMOUSLY**