

**GROTON PUBLIC SCHOOLS
GROTON, CONNECTICUT**

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

Regular Meeting

March 28, 2016

The regular meeting of the Groton Board of Education was held on March 28, 2016, in CR 1 of the Town Hall Annex.

A. CALL TO ORDER

The meeting was called to order by Mrs. Kim Shepardson Watson, Board Chairperson, at 6:07 p.m.

The first order of business was the Pledge of Allegiance to the flag led by Mrs. Betsy Moukawsher.

PRESENT

Mrs. Kim Shepardson Watson, Chairperson
Dr. Andrea Ackerman, Vice Chairperson
Mr. Gary Baker
Mrs. Katrina Fitzgerald
Mrs. Gretchen Newsome
Mrs. Lee White
Mr. Jay Weitlauf

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
Mrs. Laurie LePine, Director of Human Resources
Mr. Don Meltabarger, Business Manager

ABSENT

Mrs. Rita Volkmann

Mrs. Denise Doolittle, Director of Pupil
Personnel Services

Mr. Dennis Colclough, Director of
Technology Services

Mr. Jacob Carlson, Student Representative

Miss Mackenzie Lyons, Student
Representative

A motion was made by Mrs. Fitzgerald and seconded by Dr. Ackerman to nominate Rosemary Robertson to fill the vacancy on the Board.

PASSED – UNANIMOUSLY

Mrs. Moukawsher administered the oath of office to Mrs. Robertson.

B. RECOGNITION AND PARTICIPATION AND DELEGATIONS

NONE

C. COMMENTS FROM CITIZENS

NONE

II. RESPONSE TO COMMENTS FROM CITIZENS

NONE

III. STUDENT REPRESENTATIVE REPORT

NONE

IV. SUPERINTENDENT AND ADMINISTRATION REPORTS

1. **Update regarding the revised FY 17 CIP** - Dr. Graner reviewed the process that occurred and resulted in a revised FY 17 CIP Plan. **[ATTACHMENT #1]**
2. **Update regarding the State Technology Grant** – Dr. Graner gave an overview of the Technology Grant in the amount of \$98,400. He noted that they are buying Chrome Books and putting a plan together.
3. **Report regarding the Military/Supt. Liaison Committee** – Dr. Graner noted:
 - Thursday May 26, 2016 at the Coast Guard, a volunteer breakfast will be held; the speaker will be Commissioner Wentzel and she will visit the Marine Science Magnet School and then she will visit Charles Barnum School.
 - April is the month of the Military Child.
 - MCEC starts June 27, 2016 at 5:00 p.m.; all day on the 28th; and a half day on the 29th.

A. REPORTS AND INFORMATION FROM THE STAFF

1. Assistant Superintendent Report

Ms. Austin noted:

- Teachers and Administrators were very excited after attending the Readers and Writers workshop; she gave an overview of the activities at the workshop;
- April 7, 2016 is the Mental Health Summit.

2. Director of Teaching and Learning Report

- Mr. Emery gave an overview of the School Performance Index. [ATTACHMENT #2]

3. Business Manager Report

Mr. Meltabarger noted:

- The Object Code Summary dated February 29, 2016. [ATTACHMENT #3]
- The Health Reserve Report. [ATTACHMENT #4]
- An overview of the proposed Greenhouse project. [ATTACHMENT #5] Dr. Graner stated that he would be bringing this item back to the Board for a vote upon receipt of the building permit.
- Cost Per Student report. [ATTACHMENT #6]
- Enrollment report dated February 29, 2016. [ATTACHMENT #7]

4. Director of Buildings and Grounds Report

Mr. Kilpatrick noted:

- Natural Gas Line to FHS; he noted that he will be keeping the oil tanks and install dual-fuel burners;
- He is working with Groton Utilities to test the water in all the schools;
- The Educational Specifications for the CC asbestos abatement project;

5. Director of Human Resources Report

Mrs. LePine noted:

- The Preschool Program is growing and there is a need for an additional .5 Preschool teacher to get through to the end of the school year;
- The March Job Fair on March 10, 2016 held at Mary Morrisson School; another one was held last Thursday at the Groton Inn and Suites hosted by the Sub Base.

A. REPORTS AND INFORMATION FROM THE STAFF – cont.

6. Director of Pupil Personnel Services

Ms. Austin gave an overview of the Preschool Program. She stated that it is growing and there is a need for an additional .5 Preschool teacher and paraprofessional to get through to the end of the school year.

IV. COMMITTEE REPORTS

1. Finance/Facilities Committee: Mr. Weitlauf stated that the Finance and Facilities Committee met and discussed the .5 Preschool teacher, the .5 PPT Facilitator, the Greenhouse project, and the unexpended balance.
2. Policy Committee: Mrs. Watson noted that the Policy Committee met and discussed the policies on the agenda for approval.
3. Curriculum Committee: Mr. Emery noted that the Curriculum Committee met and had a presentation from Mr. McKenna on the courses not yet recommended to the full Board; Ms. McGuire discussed the AP/IB opt out exam, and Mr. Arcarese presented a progress report on how all the students taking college courses were doing.
4. Negotiations Committee: There was no report.
5. LEARN: There was no report.
6. Groton Parent Council: Dr. Graner noted that the next meeting of the Groton Parent Council will be May 10, 2016.
7. Town & City Councils/RTM/Board Liaison Committee: Mr. Weitlauf noted that the Town & City Councils/RTM/Board Liaison Committee met on March 2, 2016 and discussed shared services, marketing of the district, the Magnet School funding, budget, the facilities project and the tax situation in Groton.

IV. COMMITTEE REPORTS – cont.

8. GEA/AGSA/BOE Liaison Committee:

Mrs. Watson noted that the GEA/AGSA/BOE Liaison Committee met on March 16, 2016, and will meet again on March 30, 2016. They discussed concerns around the elimination of basic classes at FHS, Technology committee, and had an update on the Job Fair.

9. School Facilities Initiative Task Force:

Dr. Graner stated that he went to the Town Council last Tuesday where they voted unanimously for the facilities project referendum. He stated that now we need to turn our efforts to Hartford.

10. Groton Scholarship:

There was no report.

11. Magnet School Ad Hoc:

Mrs. Fitzgerald stated that the Magnet School Ad Hoc Committee met March 14, 2015 and brainstormed. The committee determined it is feasible for a Magnet School. The committee recommended that NEA become a Magnet School.

12. CABE:

There was no report.

13. Trails Liaison:

There was no report.

V. ACTION ITEMS

A. CONSENT CALENDAR

1. RESOLUTION ACCEPTING BOARD MINUTES

RESOLVED, that the Regular meeting minutes of the February 22, 2016, are hereby accepted and approved.

2. RESOLUTION ACCEPTING GIFTS

- The Shack has made a donation of \$300.00 to the Fitch High School Fencing Team.
- Target Take Charge of Education has made a donation of \$78.71 to Pleasant Valley School.
- Target Field Trip Grant has made a donation of \$700.00 to Catherine Kolnaski Magnet School.

A. CONSENT CALENDAR – cont.

- **Pfizer Foundation Match Gifts Program (Robert & Kristin Fairbank) have made a donation of \$500.00 to the Fitch High School Fencing Team.**

A motion was made by Dr. Ackerman and seconded by Mrs. White.

PASSED - UNANIMOUSLY

B. OLD BUSINESS

- 1. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL AS A SECOND READING OF REVISION TO POLICY P 5141.7 CONCUSSION [ATTACHMENT #8]**

A motion was made by Dr. Ackerman and seconded by Mrs. White to approve as a second reading the revision to policy P 5141.7 Concussion.

PASSED – UNANIMOUSLY

- 2. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL AS A SECOND READING OF POLICY P 5141.28 SUDDEN CARDIAC ARREST PREVENTION [ATTACHMENT #9]**

A motion was made by Mrs. Fitzgerald and seconded by Mrs. White to approve as a second reading policy P 5141.28 Sudden Cardiac Arrest Prevention.

PASSED - UNANIMOUSLY

C. NEW BUSINESS

BOE REGULAR BUSINESS:

- 1. Discussion and possible action regarding approval of Administrative Professionals' day and week**

WHEREAS, Wednesday April 27, 2016 has been designated as Administrative Professionals' Day and April 24-30, 2016 has been designated as Administrative Professionals' Week, and

C. **NEW BUSINESS** - cont.

WHEREAS, the Board of Education wishes to express its appreciation and gratitude to all administrative professionals/secretaries who serve the Groton Public Schools; therefore, be it

RESOLVED, that the Board of Education and Michael Graner, Superintendent of Schools, recognizes their many contributions to the children of the district and their important role in assuring the orderly and efficient operation of all district programs.

A motion was made by Mrs. Newsome and seconded by Mrs. Fitzgerald.

PASSED – UNANIMOUSLY

2. **Discussion and possible action regarding approval of Paraprofessional Appreciation day**

WHEREAS, Connecticut is home to thousands of paraprofessionals who provide service to multiple settings within a school, including instructional support, student activities, and numerous tasks that contribute to educational success; and

WHEREAS, the support and services provided by paraprofessionals are integral to student achievement and effective Connecticut schools; and

WHEREAS, the State of Connecticut and the Connecticut State Department of Education are committed to excellence in education and recognize the important role paraprofessionals play in ensuring educational success; therefore, be it

RESOLVED, that the Board of Education the Superintendent of Schools, recognize the many contributions of paraprofessionals and acknowledge April 2, 2016 as Paraprofessional Appreciation Day.

A motion was made by Mrs. White and seconded by Mrs. Fitzgerald.

PASSED – UNANIMOUSLY

COW:

1. **Discussion and possible action regarding the appointment of an Ad Hoc Communications Committee.**

A. NEW BUSINESS - cont.

Mrs. Watson stated that the charge of the Ad Hoc Communication Committee would be to come up with a communication plan.

A motion was made by Mrs. Fitzgerald and seconded by Mrs. Lee to establish an Ad Hoc Communication Committee to develop a communication plan for the district.

Mrs. White, Mr. Baker and Mrs. Newsome volunteered to serve on this committee.

PASSED - UNANIMOUSLY

2. Discussion and possible action regarding approval of the IB Career-related Program.

Dr. Graner gave an overview of the IB Career-related Program. [ATTACHMENT #10]

A motion was made by Dr. Ackerman and seconded by Mr. Baker to approve a feasibility study of the IB Career-related Program.

PASSED - UNINAMOUSLY

3. Discussion and possible action regarding approval of IB Middle Year program feasibility study.

Mr. Emery gave an overview of the IB Middle Year Program. [ATTACHMENT #11]

A motion was made by Dr. Ackerman and seconded by Mrs. Fitzgerald to approve a feasibility study of the IB Middle Year Program.

PASSED – UNANIMOUSLY

Dr. Graner will report in March of 2017 on the status of this program.

4. Discussion and possible action regarding the Implementation of the NEA Performing Arts Magnet program.

A motion was made by Mrs. Fitzgerald and seconded by Mr. Weitlauf to approve the implementation of the NEA Performing Arts Magnet Program for the 2016-2017 school year.

B. NEW BUSINESS - cont.

PASSED – UNANIMOUSLY

Dr. Graner will report in March of 2017 on the status of this program.

5. Discussion and possible action regarding participation in the New London Adult Education program.

Dr. Graner gave an overview of the benefits of participating in the New London Adult Education Program.

A motion was made by Mrs. Fitzgerald and seconded by Mrs. White to authorize Dr. Graner to sign the contract for participation in the New London Adult Education Program.

PASSED – UNANIMOUSLY

POLICY:

1. Discussion and possible action regarding approval of policy P 5145.12 Search and Seizure as a first reading. [ATTACHMENT #12]

A motion was made by Mrs. White and seconded by Mr. Baker to approve as a first reading policy P 5145.12 Search and Seizure.

PASSED – UNANIMOUSLY

2. Discussion and possible action regarding approval of revision to policy P 5131.7 Dangerous Instruments as a first reading. [ATTACHMENT #13]

A motion was made by Mrs. Fitzgerald and seconded by Mrs. Newsome to approve as a first reading revision to policy P 5131.7 Dangerous Instruments.

PASSED – UNANIMOUSLY

3. Discussion and possible action regarding approval of the appointment of an Ad Hoc Committee to review middle school learning

Mrs. Watson stated that the charge of the Ad Hoc Committee to review middle school learning would be to look at the middle school program.

B. NEW BUSINESS - cont.

A motion was made by Dr. Ackerman and seconded by Mrs. Newsome to appoint an Ad Hoc Committee to review the middle school program.

PASSED – UNANIMOUSLY

Mr. Weitlauf, Mrs. Fitzgerald, Dr. Ackerman, and Mrs. Newsome volunteered to serve on the Ad Hoc Committee to review the middle school program.

FINANCE/FACILITIES:

1. Discussion and possible action regarding approval of the allocation of anticipated unexpended balance. [ATTACHMENT #14]

A motion was made by Mr. Weitlauf and seconded by Mr. Baker to direct the Business Manager to adjust the budget to reflect the current health insurance claims experience in the amount of \$600,000 as unexpended funds and forward it to the Town Council at the end of March.

**YES – Watson, Baker, Fitzgerald, Newsome, Robertson, White,
Weitlauf**

NO - Ackerman

PASSED

2. Discussion and possible action regarding the proposed PPT Facilitator.

A motion was made by Dr. Ackerman and seconded by Mrs. Robertson to approve a part-time PPT Facilitator.

**YES – Watson, Baker, Newsome, Ackerman, White, Weitlauf,
Robertson**

ABSTAINED – Fitzgerald

PASSED

This item will be reviewed in July before committing for next year's contract.

B. NEW BUSINESS - cont.

3. Discussion and possible action regarding the appointment of a .5 preschool teacher.

A motion was made by Mrs. White and seconded by Mrs. Robertson to approve the hiring of a .5 Preschool teacher.

**YES – Watson, Baker, Fitzgerald, Ackerman, White, Weitlauf,
Robertson**

ABSTAINED – Newsome

PASSED

4. Discussion and possible action regarding the Educational Specification for the CC asbestos abatement project.

A motion was made by Mr. Baker and seconded by Mrs. White to approve the educational specification for the CC asbestos abatement project.

PASSED – UNANIMOUSLY

5. Discussion and possible action regarding the installation of the natural gas project to FHS.

A motion was made by Mr. Baker and seconded by Dr. Ackerman to authorize the Superintendent to sign the agreement with Eversource for the installation of Natural Gas project to FHS.

PASSED - UNANIMOUSLY

VI. INFORMATION AND PROPOSALS

A. LETTERS, COMMUNICATIONS, AND COMMENTS

1. Mr. Weitlauf noted:
 - a. He attended the CK Dr. Seuss Reading Day on March 2, 2016; read in Mrs. DeLia's class at CC.
2. Mrs. White noted the Soup and Bowls fundraiser and that it was great fun.
3. Dr. Ackerman noted:
 - a. That she participated in a walk-through at FHS;
 - b. That on April 13 there will be an Interstate Military Compact meeting at the Nautilus Museum.

A. LETTERS, COMMUNICATIONS, AND COMMENTS – cont.

4. Mrs. Fitzgerald noted:
 - a. She attended a student presentation and an evening presentation.
 - b. She attended the Curriculum meeting.
 - c. She attended the Magnet School Ad Hoc Committee meeting.
 - d. She attended the School Facilities Task Force meeting.
 - e. She attended the Finance/Facilities Committee meeting.
 - f. She received a complaint from a neighbor regarding all the garbage blown up against the fence on the backside of the parking lot.
5. Mrs. Newsome gave congratulation to two students who won 2 medals at the State ECC swim team meet, Sam Kokomoor and Nate Nowak.
6. Mr. Baker noted:
 - a. He attended the spaghetti supper at NEA.
 - b. He participated in the reading in Mr. Weeden's class at NEA.
 - c. He met a teacher and a parent who had questions regarding the building project and the Magnet School who had interesting feedback and questions.
7. Mrs. Robertson stated that she attended a GASP meeting and that they are doing a needs assessment.
8. Mrs. Watson noted:
 - a. She attended a communication night program.
 - b. That Mrs. Volkmann asked her to thank Mrs. LePine and the staff at Mary Morrisson School for the Job Fair. Mrs. Volkmann also attended the March 9, 2016 UCONN Orchestra Program at FHS.
 - c. She read at NEA in Mrs. Luther's class and at CC in a fourth grade class.
 - d. She noted that on May 11 there will be a presentation sponsored by Connecticut Foster Adopt at the Groton Inn and Suites by the Shuttle sisters who wrote a book regarding living with their special needs children.
 - e. She noted that there will be presentation at the Connecticut College Library regarding the book entitled, One Book, One Region.

VII. ADVANCE PLANNING

A. Future Meeting Dates and Calendar Items

As noted in the agenda.

Interstate Compact meeting on April 13, 2016 at 9:30 a.m.

AGSA/GEA/BOE Liaison Committee will meet again on March 30, 2016 at 4:30 p.m.

Budget review by the Town on April 5, 2016.

The Public Hearing on the budget on March 29, 2016 at the Senior Center.

Groton Parent Council will meet on May 10, 2016.

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B. Suggested Agenda Items

Mrs. Fitzgerald made a referral to the COW to review the IB nomination process.

VIII. ADJOURNMENT

A motion was made by Dr. Ackerman and seconded by Mrs. Fitzgerald to adjourn at 9:20 p.m.

PASSED - UNANIMOUSLY