

## **Regular Meeting**

### **KILLINGLY BOARD OF EDUCATION Wednesday, September 12, 2018**

#### **MINUTES**

**Present:** Mr. John Burns, Mr. Greg Biggs, Dr. Diane Summa, Mr. Jeffrey Buchbinder, Mr. Doug Farrow, Ms. Hoween Flexer, Mr. Craig Hanford (7:05), Ms. Lydia Rivera-Abrams, and Mr. Christopher Viens.

**Others Present:** Superintendent, Mr. Steven Rioux, and Keely Doyle, Recording Secretary.  
Christine Clark, Manager of Business Affairs.

#### **1. Call to Order**

Killingly Board of Education Chairperson, Mr. John Burns called the meeting to order at 7:02 p.m.

**2. Roll Call**-see above.

**3. Pledge of Allegiance**

**4. Public Comments**-No comments

#### **5. Recognition of Visitors**

5.A. Killingly Paraprofessional of the Year- Tracy Rose was recognized by the Board for being selected as Killingly Public Schools' 2018-19 Paraprofessional of the Year.

5.B. Killingly Teacher of the Year- Misty Crowley was also recognized by the Board as Killingly Public Schools' 2018-19 Teacher of the Year.

**6. Report of Town Council Liaison**- No report

#### **7. Report of Killingly High School Student Board Members**

Terren Allen and Bryce Bentinck shared that KCS, KMS, and KIS held Open Houses last week. The KHS Marching Band will be performing at the Big E. Freshmen started school on August 29. The upper classmen coordinated many activities to help welcome the new freshmen class on their first day.

The high school varsity football team won their first home game on September 7.

Terren shared concerns about high school students not having ample time to eat breakfast offered at the high school. Some students are waiting for up to 20 minutes outside to board the p.m. buses and KMS and KCS students are arriving home much later in the day than they were last year.

## **8. Report of Superintendent of Schools**

### **8.A. Opening of Schools Update**

Superintendent, Mr. Steve Rioux shared with Board members that Administrative Institute took place on July 11 and August 9.

Professional development will focus on Next Generation, science standards, restorative practices with students, and social studies curriculum writing.

Mr. Rioux presented a list of all new teachers hired this year for each building. A video of Convocation will be posted on the website. Mr. Rioux showed a new video, showcasing the high school. The video contains commentaries from some high school students and KHS principal, Elise Guari.

Mr. Rioux will offer updates on student assessments at future Board meetings. He anticipates sharing student assessment reports on a monthly basis. Mr. Rioux reiterated components of the district's Continuous Improvement Matters initiative.

### **8.B. Plainfield Partnership**

Mr. Rioux offered assistance to Plainfield's Superintendent, Ken DiPietro in late August when the Plainfield Memorial School experienced a fire. Killingly is providing temporary classrooms and office space for Plainfield staff and students at the 79 Westfield Avenue location. The Plainfield Board of Education and Superintendent, Ken DiPietro invited Mr. Rioux and Killingly Board members to *Recognition Night* at the Plainfield High School on October 1 to show their appreciation.

Mr. Rioux also shared that phase one of upgrading the KCS playground is complete. Phase two is in progress. The KMS cafeteria ceiling project is finished.

### **8.C. Year Continuous Improvement Plan Report**

Mr. Rioux shared that Mr. Brenton will update the Board regarding the Continuous Improvement Plan at a future Board meeting.

## **9. Reports by BoE Chair and Sub-Committee Chairs**

Mr. Burns announced that he is still looking for Board members to volunteer as liaisons for CAFE and Killingly Economic Development Council.

### **9.A. Discussion and Possible Action Regarding Liaison Appointment**

Mr. Burns shared an invitation, open to all Board members, to attend Northeast Early Childhood Council Community Children's Champion Recognition Dinner on October 18 at 5:30-7:00 p.m. at the Putnam High School.

**MOTION:** by Ms. Flexer, seconded by Mr. Viens to appoint Mr. Jeff Buchbinder as the Killingly Board of Education TV Cable Advisory Council Liaison for the 2-year term.

**8-Yes**

**Abstain- 1 (Mr. Buchbinder)**

**Motion passes**

### **9.B. CAFE/CAPSS Convention**

Mr. Burns reminded Board members about the 2018 CAFE/CAPSS Convention on November 16 & 17. He asked Board members who are interested to contact Keely so she can register them.

### **9.C. Community Engagement Committee, Strategic Planning Update**

Mr. Biggs shared that strategies are underway and on task. Surveys were distributed at open houses, and the survey will be going out to staff and to the community within the next week. There will be a Focus Group meeting on October 2, facilitated by EASTCONN. Members of the Strategic Planning Committee will meet in early January. The development of creating a KPS District Strategic Plan will be a community effort. Information will be offered on the KPS website and EASTCONN will facilitate presentations to community members.

### **9.D. Curriculum Sub-Committee**

Mr. Viens shared that the next meeting will meet on October 2.

### **9.E. Facilities Sub-Committee**

#### **9.E.I. Discussion and Possible Action Regarding KMS Partial Roof Replacement, Project #TMP-069-QRMP**

On July 18, 2018 the Permanent Building Commission approved the final payment to Hartford Restoration Company for completion of the Killingly Memorial School Partial Roof Replacement Project #TMP-069-QRMP. The Killingly Board of Education will need to take action for official completion and to closeout the project. The meeting minutes will be submitted with the final request.

**MOTION:** by Mr. Farrow, seconded by Ms. Flexer to approve the completion and closeout the KMS Partial Roof Replacement, Project #TMP-069-QRMP.  
**Yes- 9 -Unanimous**  
**Motion Carries**

#### **9.E.II. Discussion and Possible Action Regarding GECC Partial Roof Replacement Project #TMP-069-PJXF**

On September 5, 2018 the Permanent Building Commission approved the final payment to The Imperial Company for completion of the Goodyear Early Childhood Center Partial Roof Replacement Project #TMP-069-PJXF. The Killingly Board of Education will need to take action for official completion and to closeout the project. The meeting minutes will be submitted with the final request.

**MOTION:** by Ms. River-Abrams, seconded by Mr. Farrow to approve the completion and close-out the Goodyear Early Childhood Center partial roof replacement, Project #TMP-069-PJXF.  
**Yes - 9 - Unanimous**  
**Motion Carries**

#### **9.E.III. Discussion with Possible Action Regarding Completion and Close-out of Project #069-0062VE**

During the 2016-17 school year, the district obtained a grant for about \$123,000 for which the district was responsible for a 20% contribution. The grant supported the purchase of a 14-passenger bus, 40 Mac Books, laptop storage and charging cart, and a walk-in floral cooler. The Department of Administrative Services requires that the Board of Education approve the project as complete. Each of the projects have been completed.

**MOTION:** by Ms. Flexer, seconded by Mr. Buchbinder to approve the completion

and project close-out of Project # 069-0062VE for the Acquisition of Agricultural Science and Technology Education Equipment for the Killingly Regional Agricultural Education program at Killingly High School.

**Yes – 9 - Unanimous  
Motion Carries**

#### **9.E.IV. Building Project Update**

Mr. Burns shared that bids for ADA compliancy have gone out for both elementary school projects. Interested bidders will be allowed to review the proposed work areas on October 22.

There was one bid for the KMS window project, therefore, the KMS window project will re-open for bids. The KMS window project will probably start in the summer of 2019. New flashing will be included in the window bid.

#### **9.F. Fiscal Sub-Committee**

##### **9.F.I. FY 2017-18 End of Year Report**

Dr. Summa shared that the fiscal sub-committee met yesterday. There was approximately a \$708,000 surplus in 2017-18 budget. Most of this was because of breakage and unfilled vacancies. A request was made to transfer \$221,179 into the Unexpended Non-lapsing account. There was approximately a balance of \$486,854. This balance may change slightly due to pending expenditures.

The Town lunch debt has been paid.

**MOTION:** by Dr. Summa, and seconded by Ms. Flexer to approve June and July 2018 issued checks.

**Yes- 9 Unanimous  
Motion Carries**

##### **9.F.II. Opening of School Financial Report**

The 2018-19 budget- payroll account seems to be on target.

**9.G. Personnel Sub-Committee-** The September 25 personnel sub-committee meeting will be postponed.

##### **9.H. Policy Sub-Committee**

Mr. Burns suggested that tonight's first policy readings be postponed until the September 26 Board meeting, allowing Board members more time to review the new policies. Members shared their thoughts regarding this and it was determined that the first readings will move forward at tonight's meeting.

Mr. Buchbinder and Ms. Flexer shared that they spent a considerable amount of time reviewing the policies at the Policy sub-committee meeting. The policies being forwarded as first readings are a result of CABE's policy audit and their recommendation for adoption in order to be compliant with State and Federal statutes.

##### **9.H.I. Policy #3541.5-Transportation Complaints-FIRST READING**

**MOTION:** by Ms. Flexer, seconded by Mr. Biggs to approve the FIRST Reading of Policy #3541.5 -Transportation Complaints

**Yes - 8  
No - 1 (Ms. Rivera-Abrams)  
Motion Carries**

**9.H.II. Policy #3542.22 Food Service - Code of Conduct-FIRST READING**

Federal regulations require a written Code of Conduct for employees engaged in the procurement process for the National School Lunch Program, School Breakfast Program and the Summer Food Services Program)

**MOTION:** by Mr. Hanford, seconded by Ms. Flexer to approve the FIRST Reading of Policy #3542.22 Food Service - Code of Conduct  
**Yes – 9 - Unanimous**  
**Motion Carries**

**9.H.III. Policy #5125.11 Students- Health/Medical Records-FIRST READING**

Recently passed legislation (Section 2 of P.A. 13-173) amended C.G.S. 10-221o which requires that boards of education must provide time devoted to physical activities/exercise for students in elementary school of not less than 20 minutes in total for each regular school day. In addition P.A. 13-173 also required boards of education to adopt a policy concerning the issues of (1) any school employee preventing a student from participating in the entire time devoted to physical exercise during the regular school day as required in elementary schools and (2) any school employee involved in requiring any students enrolled in grades K-12, inclusive, to engage in physical activity as a form of discipline during the school day.

**MOTION:** by Ms. Flexer, seconded by Mr. Hanford to approve the FIRST Reading of Policy #5125.11 Students- Health/Medical Records  
**Yes - 9 - Unanimous**  
**Motion Carries**

**9.H.IV. Policy #5144.4 Students- Physical Exercise-FIRST READING**

Recently passed legislation (Section 2 of P.A. 13-173) amended C.G.S. 10-221o which requires that boards of education must provide time devoted to physical activities/exercise for students in elementary school of not less than 20 minutes in total for each regular school day. P.A. 13-173 also required boards of education to adopt a policy concerning the issues of (1) any school employee preventing a student from participating in the entire time devoted to physical exercise during the regular school day as required in elementary schools and (2) any school employee involved in requiring any students enrolled in grades K-12, inclusive, to engage in physical activity as a form of discipline during the school day.

**MOTION:** by Ms. Flexer, seconded by Mr. Viens to approve the FIRST Reading of Policy #5144.4 Students- Physical Exercise  
**Yes - 9 - Unanimous**  
**Motion Carries**

**9.H.V. POLICY #5145.14 Students-On Campus Recruitment-FIRST READING**

**MOTION:** by Ms. Flexer, seconded by Mr. Hanford to approve the FIRST Reading of Policy #5145.14 Students-On Campus Recruitment.  
**Yes - 7**  
**No - 2 (Ms. Rivera-Abrams, and Dr. Summa)**  
**Motion Carries**

**9.H.VI. Policy #5145.511 Students-Exploitation-Sexual Harassment-FIRST READING**

**MOTION:** by Ms. Flexer, seconded by Mr. Biggs to approve the FIRST Reading of Policy #5145.511, Students-Exploitation-Sexual Harassment.  
**Yes – 9 - Unanimous**  
**Motion Carries**

Ms. Flexer rescinded the motion to approve the First Reading of Policy #5145.511 Students-Exploitation-Sexual Harassment. The Board would like the policy sub-committee to determine “alternate language” used within the policy.

**MOTION:** Mr. Biggs, seconded by Dr. Summa to send back Policy #5145.511 to the Policy sub-committee for clarification and editing of “alternate language” contained in the policy.  
**Yes – 9 - Unanimous**  
**Motion Carries**

**9.H.VII. Policy #6141.312 Instruction-Migrant Students-FIRST READING**

This policy is mandatory for districts that receive Title I funds. The Every Student Succeeds Act amended ESEA and imposed requirements on state agencies dispersing funds for Title I programs.

**MOTION:** by Ms. Flexer, seconded by Mr. Hanford to approve the FIRST Reading of Policy #6141.312 Instruction-Migrant Students  
**Yes - 8**  
**No - 1 (Ms. Rivera- Abrams)**  
**Motion Carries**

**9.H.VIII. Policy #4118.51/4218.51 Use of Social Networking/Media-FIRST READING**

Dr. Summa asked to have legal council review the proposed policy. There was consensus by the Board to have the policy reviewed by legal council. Mr. Rioux shared that he will have the policy reviewed by legal council prior to the second reading.

**MOTION:** by Ms. Flexer, seconded by Mr. Hanford to approve the FIRST Reading of Policy #4118.51/4218.51 Use of Social Networking/Media  
**Yes – 9 - Unanimous**  
**Motion Carries**

**10. Consent Items**

**MOTION:** by Mr. Biggs, seconded by Mr. Buchbinder to approve consent items;  
10.A. June 6 2018 Regular BoE Meeting Minutes  
10.B. June 20 2018 Regular BoE Meeting Minutes  
10.C. September 2018 Employee of the Month Nomination  
10.D. September 4 2018 Student Enrollment  
10.E August 2018 Issued Checks  
**Yes – 9 - Unanimous**  
**Motion Carries**

**11. Approval August 15, 2018 BoE Special Meeting Minutes**

Those in attendance at the Special Board Meeting on August 15 were John Burns, Diane Summa, Jeff Buchbinder, Doug Farrow, Craig Hanford, Chris Viens.

**MOTION:** by Mr. Buchbinder, seconded by Mr. Farrow to approve the August 15, 2018 BoE Special Meeting Minutes.  
**Yes - 6**  
**Abstain - 3** (Mr. Biggs, Ms. Flexer and Ms. Rivera-Abrams)  
**Motion Carries**

**12. Adjournment**

**MOTION:** by Ms. Flexer, seconded by Mr. Buchbinder to adjourn at 9:19 p.m.  
**Yes – 9 - Unanimous**  
**Motion Carries**

Respectfully submitted by,  
*Keely Doyle*  
Recording Secretary