

**MINUTES – C.E.S. REPRESENTATIVE COUNCIL
MEETING
MAY 7, 2020
VIA TELECONFERENCE**

PRESENT:

John Weldon	- BRIDGEPORT
Chris Hocker	- EASTON/REDDING/REG. 9
Karen Hirsh	- GREENWICH
Alan Vaglivello	- MONROE
Barbara Meyer-Mitchell	- NORWALK
Margaret Stamatis	- RIDGEFIELD
Kate Kutash	- SHELTON
Andy George	- STAMFORD (Vice President)
Vinny Faggella	- STRATFORD
Mike Ward	- TRUMBULL (Secretary)
Melissa Walker	- WESTON
Karen Kleine	- WESTPORT (President)
Debbie Low	- WILTON

ABSENT:

Trish Pytko	- FAIRFIELD
VACANT	- DARIEN
VACANT	- NEW CANAAN
Kathy Yolish	- SHELTON (Alt.)

C.E.S.: Charles Dumais, Chris LaBelle, Esther Bobowick, Mike McGrath, Mark Ribbens, Peggy Sullivan, Anna Nelmes-Stoughton, Linda Page, Stephanie Wanzer, Marilyn Dellarocco, Margo Sheldon

GUEST: Don Jones, CESEA Uniserve Rep

I. CALL TO ORDER AND VERIFICATION OF QUORUM

President Karen Kleine, called the meeting to order at 3:01 p.m. Quorum was confirmed. Chip welcomed everyone to the teleconference meeting.

II. APPROVAL OF MINUTES

On a motion by Karen Kleine and seconded by Mike Ward, the minutes of the April 2, 2020 meeting were approved with two abstentions (J. Weldon, B. Meyer-Mitchell).

44 III. CONSENT AGENDA

45 On a motion by Karen Kleine and seconded by Vinny Faggella the consent
46 agenda was unanimously approved.
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48 IV. OPPORTUNITY FOR PUBLIC COMMENT

49 Stephanie Wanzer, President, CESEA, thanked the C.E.S. Leadership Team for
50 working with the Union in regard to the selection of a new health insurance
51 company. Stephanie also thanked the C.E.S. Leadership Team for working with
52 the teaching staff during the distance learning phase we are in as well as
53 including the CESEA in the discussion of how the process of re-opening our
54 buildings will work.
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56 V. NEW BUSINESS

57 1. **2020-21 Operating Budget:** On a motion by Vinny Faggella and seconded
58 By Barbara Meyer-Mitchell, the Board unanimously approved the 2020-21
59 Operating Budget in the amount of \$50,828,171, including tuition rates and
60 other service rates, as submitted, and expenditures and staff authorized
61 contingent upon award of grant notices where applicable. Chip and Peggy
62 thanked the Finance Committee for their work in reviewing the budget and
63 recommending it for approval to the entire Board.
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65 2. **Annual Budget Operation Resolution:** On a motion by Karen Kleine and
66 seconded by Chris Hocker, the 2020-21 approved budget is designated as a
67 spending plan to be executed by C.E.S. In the event of increased or decreased
68 revenues from either state grants or service fees/tuitions, the Executive Director
69 is authorized to increase or decrease programming, including staff,
70 commensurate with revenue and service needs. Such actions shall be reported
71 to the Council at the next regular meeting and shall be ratified for record through
72 inclusion on the Consent Agenda. This budget resolution shall cover the period
73 of July 1, 2020 through June 30, 2021. (There was one abstention (K. Hirsh).
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75 VI. OLD BUSINESS

76 **Policy 5.010 – Sick Leave Policy revisions:** On a motion by Karen Kleine and
77 seconded by Debbie Low, the Council unanimously approved the revisions to
78 Policy 5.010 allowing employees to donate sick hours to other employees who
79 are facing serious illnesses.
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VII. REPORTS

1. **President:** Karen Kleine had no further updates.

2. **Executive Director:** Chip Dumais – Chip reported that he and the other superintendents continue to participate in weekly teleconferences with both the governor and the commissioner regarding COVID-19 issues as well as the re-opening of schools. Chip will keep the Board updated with any decisions being made on this matter. Chip also informed the Representative Council of enhancements and updates to the Executive Search process and our partnership with a firm that specializes in research based interview practices and protocols that maximize the likelihood of a sustainable superintendent placement.

3. **Associate Executive Director:** Chris LaBelle reported C.E.S. has an Employee Assistance Program (EAP) which addresses all mental health issues by sharing resources, assisting employees who reach out directly to Chris, and consider strategies necessary to successfully re-open schools. Summer school issues are being discussed regarding staff hiring and planning both in-person and remote. C.E.S. will be changing insurance coverage to United Healthcare effective July 1st. They offer a wellness program incentive as well as a pharmacy/rebate/discount program. This year’s Minority Teacher Recruitment Fair will be held virtually on June 2nd and 3rd. An invitation announcement will be sent out to all superintendents. Discussion is ongoing with Chip and the other leaders regarding the re-opening of schools: possible shortened days; staggered return; smaller classes; psychiatric guidance being provided and policy reviews/procedural reviews are also being discussed. Chis also mentioned other topics of discussion that the C.E.S. Leaders’ Group are involved with which include: mandated professional development; graduation options; virtual orientations; SAT scheduling on school days or a weekend. SAT dates set by the State are: 9//23 and 10/14 with a makeup session on 10/28. SAT weekend dates are: 8/29, 9/26, 10/3, 11/7 and 12/5 (no ELL support for weekend dates.) Chris will respond to the State’s survey to all districts and keep the Board updated.

4. **Professional Development Services:** Esther Bobowick reported that all subject area councils continue to run virtually. PDS is currently offering virtual coaching and webinars and staff will be trained moving forward so they can expand that capacity. PDS staff is participating in an Innovative Institute that was designed by PDS staff with Jackie Whiting in order to increase creative thinking and enhance ability to think outside the box

123 moving forward to meet the needs of students and staff in virtual learning
124 environments. A new initiative has been started – Collaborative Leadership
125 Conversations, where national experts have offered to meet with school
126 leaders online to discuss challenges and potential solutions. Those who
127 joined PDS staff recently included Todd Whitaker, Bena Kalick, Allison
128 Zmuda and Heidi Hayes Jacob.

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5. **Regional Center for the Arts:** Mark Ribbens reported that his staff have moved from a live coaching format to online learning very effectively. In addition, they are reaching out to students they haven't heard from to make sure they are doing well. Current instruction is a mix of live learning and online projects. Hoping for an online celebration for seniors. Mark indicated that there is a lot of uncertainty about the next school year but staff are outlining issues and have begun planning. Much depends on guidance from the State.

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6. **Special Education Director:** Mike McGrath reported that the RESC Alliance has been discussing crisis response issues and a Parent Resource Guide for supporting caregivers/parents of students with high needs. Update on school programs: Transition Learning Center (TLC) has been busy with distance learning; video meetings are up and running with students; a parade was held for a Trumbull student (video on the C.E.S. Facebook page) who was having a very difficult time not being at school. Administrative team has met regularly with certified staff to develop and document continuing education plans based on the SDE's recommendation. Staff have participated in several Google training sessions with Jackie Whiting from PDS to help bring everyone up-to-date on the Google Platform. The Preschool Learning Center (PLC) staff are having virtual meetings or videos for conferences and parent meetings. Therapeutic Day Program (TDP) staff are using Google Classroom and have delivered devices to those students who were without. Paraprofessionals are supporting instruction in Google Classroom and making calls or having one to one meetings via Google Meet. Pasta night, Spirit Week and Maker Space were all celebrated virtually in May. Developmental Learning Center (DLC) staff are working with students on various programs and learning how to log in, complete assignments; share screens to complete lessons together and to learning how to stay connected. Social Workers are meeting with students and are identifying families that may need more assistance in dealing with COVID-19 issues.

7. **Six to Six Magnet School:** Anna Nelmes-Stoughton reported that staff continue to grow and enhance their distance learning knowledge and have

165 added writing workshop conferencing with elementary learners, social
166 lunches to help students stay connected and evening events including
167 parent sessions to learn about technology and virtual PTSA meetings. Staff
168 is also working on revising the current grading practices for the third
169 trimester and planning for end-of-year events such as graduation.
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171 8. **Director of Finance & Operations:** Peggy Sullivan reported:
172 Transportation: drivers are delivering school lunches for the Greenwich
173 Public Schools; drivers have been delivering instructional materials and
174 supplies to Six to Six and SPED students. Financial: Peggy projects a loss
175 of approximately \$300,000 due to revenues less than budgeted for the
176 Diagnostic Center; School Readiness and Six to Six parent fees have not
177 been collected since mid-March and refunds have been issued to parents
178 who paid in advance for the remainder of the year; In Transportation, we
179 negotiated a reduced daily rate to be paid by Norwalk Transit District since
180 service has been cancelled. Rate is sufficient to cover drivers' salaries and
181 benefits. Facilities: increased expenses for PPE and cleaning. Interest
182 income was projected at a 2% return, current rate is 0.5%. Some of
183 expenses have been partially offset by savings on substitutes, overtime,
184 utilities, snow removal, gas and travel reimbursement.
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186 9. **School Readiness Program:** Linda Page reported that teachers are using
187 Classroom Dojo to post activities for families. They are also using Google
188 Meet to host virtual meetings with families. Staff meet with families up to
189 four times a week and it is a great success. Virtual staff meetings are being
190 held regularly. School Readiness staff, along with assistance from Public
191 Relations & Marketing specialist Scott Griffin, made a "Heart" video which is
192 posted on the school's Facebook page. Parent workshops have been
193 offered during evening hours and have been well received. Staff are looking
194 into next steps and what social distancing will look like in a preschool
195 classroom.
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197 VIII. ROUNDTABLE DISCUSSION

198 Karen Kleine asked each member present to give an update on the status of
199 their budget process in their town.
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201 IX. ADJOURNMENT

202 On a motion by Karen Kleine and seconded by Barbara Meyer-Mitchell, the
203 Board unanimously voted to adjourn the meeting at 4:45 p.m.
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207 Respectfully submitted,
208 *Barbara Pace*
209 Barbara Pace
210 Recording Secretary