

The special meeting of the Regional School District 14 Board of Education was held April 3, 2019 in the Board of Education room, 67 Washington Avenue in Woodbury.

Present: Janet Morgan, Pam Zmek, Carol Ann Brown, Mike Devine, Maryanne Van Aken, Dave Lampart, John Chapman. Also in attendance were Superintendent Dr. Olzacki, Wayne McAllister and 2 community members.

Missing: George Bauer

Ms. Morgan called the meeting to order at 6:05 p.m.

Dr. Olzacki passed out a summary of duties provided by instructional leaders. District Leaders provide professional development for teachers. He went on to state that there are two types of school-based instructional leaders such as Kevin and Jen and district wide which are Abby and Tom. School-based are a combination of duties, providing instructional services to students as well as professional learning inside and outside of the classroom. Dr. Olzacki also mentioned that district-wide we have Tom and Abby for unpacking all of the units and setting them up and professional learning with staff which is their primary goal. There is some co-teaching to assure understanding of skills, but theirs is mostly a professional learning piece. Professional learning for department chairs and instructional leaders across the district and assist with classroom teachers. Dr. Olzacki asked Dr. Rafferty to give a quote which would sum up the importance of Instructional Leaders, to which he responded that if not for the Instructional Leaders, we would only be in the written curriculum stages, but we have moved far into implementation. Dr. Rafferty has worked through the elementary schools, is currently in the middle school and will be working his way into the high school.

Ms. Van Aken asked about the number of Instructional Leaders in each school. Dr. Olzacki sent a message to Dr. Rafferty for clarification on the total numbers. Dr. Olzacki confirmed that Dr. Rafferty did not ask for any additional Instructional Leaders, nor did he want any staff reductions. Mr. Chapman indicated that it would be helpful if the administrative staff attended the BOE workshops in the future. Dr. Rafferty messaged back his response: 3 BES, 3 MES, 1 WMS, 1 NHS, 1 Counselor Instructional Leader district-wide, 1 Art-based Instructional Leader district-wide.

NEATV – Dr. Olzacki mentioned that according to his conversation with Dr. Rafferty, the former administration had a commitment to film activities and to post them first using YouTube and that NEATV wasn't mentioned. Dr. Olzacki went on to state that since NEATV is free and provided by our cable operator, we now use NEATV and that it was also included in his plan and development to showcase and use reference materials, instructional review value for teachers, instructional value for the towns, and along with marketing for the school district. Ms. Morgan wanted to know that as this is being done, is this being written into our curriculum? Dr. Olzacki advised that according to his conversation with Dr. Rafferty, that was the plan of usage, but didn't say if it was written into curriculum. Ms. Morgan wanted to know how much is being spent currently on NEATV to which Dr. Olzacki advised nothing is being spent. Ms. Morgan wanted to make sure that right now MR. Harutunian who is temporarily replaced Mr. Curtin as Dean of Students, and who has experience in NEATV is giving the Region guidance to Mr. Michaels, but is doing that as part of his Dean of Students job function and we are not paying extra for his services to which Dr. Olzacki confirmed. He also mentioned that no money has been spent on NEATV since he came on board.

Dr. Olzacki gave the response from Julie Luby regarding NEASC requirements for library books. Dr. Olzacki indicated that NEASC expects that 15 books for students is required. Dr. Olzacki also indicated that only hardcover books count towards the requirement. Discussion regarding the validity of using e-readers, and electronic books towards the numerical requirement ensued. Dr. Olzacki was asked by BOE chair to personally reconfirm the requirement with NEASC. Dr. Olzacki also indicated that the NEASC process will begin in three years and expects it to cost approximately \$40,000.

Discussion regarding the elimination of the 1st grade class for 2019-2020 at MES, followed the budget presentation the previous evening at MES. Ms. Morgan indicated that the 1st grade class size at MES is in line with the class size at BES. Ms. Van Aken noted that Region 14 has invested a large sum of money into professional development and training in addition to providing instructional leaders. Ms. Morgan confirmed with the BOE that the 1.0 FTEE at MES can be eliminated.

Discussion on WMS Library Media Specialist position changing from 0.5 FTE to 1.0 FTE and the Library Media Specialist position at BES changing from a 0.5 FTE to a 0.6 FTE, resulting in a 0.1 FTE net change from 2018-2019.

Discussion of musical instrument program and NHS library books. Consensus was to reduce the NHS library book request to \$8K. Also consensus to reduce the NHS musical instrument line item to \$10K. Ms. Van Aken asked for a rough idea of what the new % would be if the books and music amounts were reduced to which Mr. McAllister advised approximately 3.75%.

Request made by John Chapman to provide a breakout of the Special Education staffing by school.

Mr. Chapman also requested an updated staffing reduction slide which was not originally included in this year's budget presentation, but was part of the 2018-19 budget presentation.

Discussion on job descriptions of the HR position. Dr. Olzacki advised that he spoke with Wethersfield, Avon, and Simsbury and that none of the HR staff in those districts were SHRM certified. He stated the average salaries were between \$70-75K/year.

Ms. Van Aken expressed concern that it is important to know how all of the duties and responsibilities of the current HR position are distributed prior to voting on reducing the position on Monday. Ms. Morgan wanted to be certain that we have an in-house full-time HR person and that we cannot share resources.

Mr. Devine had a question on repair to the high school and if we should maintain the \$85K line item for 2019-2020. Mr. McAllister to bring details on Monday.

Mr. Devine also asked about the OSHA line item. Mr. McAllister noted that OSHA certified safety equipment is purchased with this line item funding.

Ms. Morgan requested a motion to adjourn. Ms. Brown moved to adjourn and seconded by Mr. Lampart.

The meeting was adjourned at 7:22pm

Respectfully Submitted,



Natascha Schwartz, BOE Clerk

Recorded and filed subject to Board of Education approval by: Natascha Z. Schwartz, Board Clerk, 04/08/2019