

Mission statement

The Mission of Plymouth Public Schools is to challenge, inspire, and prepare all students for success in an ever-changing and complex world.

PLYMOUTH BOARD OF EDUCATION

REGULAR MEETING
WEDNESDAY, NOVEMBER 15, 2017
TERRYVILLE HIGH SCHOOL CAFETERIA

MINUTES

Members Present: Mr. Gerard Bourbonniere, Mr. Josiah Elsaghir, Mrs. Melissa Johnson, Mrs. Melissa Kremmel, Mrs. Karen Kulesa, Mrs. Michelle Lucian

Also present: Dr. Martin Semmel, Superintendent; Mr. Phillip Penn, Business Manager; Mrs. Barbara Trinks, Director of Special Education and Pupil Services; Mrs. Jennifer Parsons, Director of Curriculum and Instruction; Mr. Richard Trudeau, Director of Technology.

1. **Call to Order and Pledge to the Flag**

Dr. Semmel called the meeting to order at 7:00 p.m. Student Representative Amy Ieronimo led the group in the Pledge to the Flag.

2. **Adoption of the Agenda**

MOTION: To adopt the agenda by Mrs. Kulesa; seconded Melissa Johnson and the motion passed unanimously.

3. **Nomination and Appointment For Temporary Chairperson**

4. **CAUCUS for the Purpose of Election of Officers for the Plymouth Board of Education**

MOTION: To recess for the purpose of caucus at 7:05 p.m. Motion Melissa Johnson, seconded Michelle Lucian and the motion passed unanimously.

MOTION: To reconvene after caucus at 7:10 p.m. Motion Michelle Lucian, seconded Melissa Johnson and the motion passed unanimously.

5. **Election of Officers for the Plymouth Board of Education**

(a) **Nomination(s) and Election of Chair**

Nominations for Permanent Chair: Melissa Johnson. Nominated by Michelle Lucian, seconded by Karen Kulesa. There being no further nominations, paper ballots were distributed and signed by the Board of Education Members and will be made public within 48 hours.

MOTION: To close nominations: Motion: Michelle Lucian, seconded Karen Kulesa and the motion passes.

PLYMOUTH, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
17 NOV 28 PM 1:55
TOWN CLERK

Five (5) votes were cast for Melissa Johnson, one (1) vote no. Melissa Johnson was elected Permanent Chair of the Plymouth Board of Education.

(b) Nomination(s) and Election of Vice-Chair

Nominations for Vice-Chair: Karen Kulesa. Nominated by Michelle Lucian, seconded by Melissa Johnson. There being no further nominations, paper ballots were distributed and signed by the Board of Education Members and will be made public within 48 hours.

MOTION: To close nominations: Motion: Michelle Lucian, seconded Melissa Johnson and the Motion passed unanimously. Six (6) votes were cast for Karen Kulesa. Karen Kulesa was elected Vice Chair of the Plymouth Board of Education.

(c) Nomination(s) and Election of Secretary

Nominations for Secretary: Michelle Lucian. Nominated by Melissa Johnson, seconded by Karen Kulesa. There being no further nominations, paper ballots were distributed and signed by the Board of Education Members and will be made public within 48 hours.

MOTION: To close nominations: Motion Melissa Johnson, seconded Karen Kulesa and the Motion passed unanimously. Six (6) votes were cast for Michelle Lucian. Michelle Lucian was elected Secretary of the Plymouth Board of Education.

6. **Approval of Minutes -**

MOTION: To approve the Minutes of the Regular Meeting of October 11, 2017 by Mrs. Kulesa; seconded Mrs. Lucian; and the motion passes with Mr. Elsaghir abstaining.

7. **Presentations**

a. Student Interns from School to Career – Mr. Chris Perkins, School to Career Coordinator reviewed a Power Point presentation on the Internal Internship Program and Unpaid Experiential Learning Program roll out. Students gave a brief update on participation in these programs; Diana Ieronimo, junior, STC intern and Leo Club president gave overview of assisting in the career center as well as this time allows her to interact with surrounding Leo Club's in planning. Trey Belanger, senior, interns in the Math Department with focus on AP Statistics and assisting teacher Joe Faitak by helping students in class, do errands, making copies, etc. Karrie LeDuc-Santoro, junior, is a school to career intern working on the binder project and enjoys working with the tech people as part of the crew tonight. Amy Ieronimo, senior, is an intern with the science department working with Mrs. Bergoderi who has taught her what to expect in her future career as a high school biology teacher. She has assisted with correcting papers, breaking down/setting up labs, organizational skills and also created a lesson plan to teach the class about the microscope. Keri Genest, senior, is an intern with Mr. Perkins first with LPC and then to STC when he switched over. Dominique Picard is an intern at Bristol Hospital just switched from the ER to "G" floor which is post op and this experience has confirmed she wants to be a nurse. Emily Tirino, senior, was still at work and on her behalf Dominique stated Emily has shadowed the emergency department and now on the "G" floor. Her time at the hospital has been enlightening and without this internship she would not have been certain nursing is her destiny. Mr. Perkins concluded that after this rotation these ladies will have completed their internship and next spring two other students will have the same opportunity. The next steps in these programs are to expand placements internally and in other businesses/fields outside the school. A brief discussion was held. Dr. Semmel stated if businesses in town are interested in participating they should contact Mr. Perkins through email, or to the school website and the STC link.

8. **Superintendent's Update**

- Welcomed new board member to the Board of Education

- Ms. Suffridge and Mrs. Parsons had a committee at Eli Terry to interview for the Dean of Students position. After the final round of interviews, Ms. Nicole Walsh is the new Dean of Students effective November 27th. Ms. Walsh was the literacy coach at Eli Terry for many years and a teacher in our district prior to that.
- Budget (2018 – 2019) – a memo was distributed that outlines the anticipated budget development process stating the first budget presentation is in January. The Board will adopt a budget at the February meeting as our budget is due at town hall by mid-February.
- Education Cost Sharing grant – the State budget has been approved including ECS which covers 40% of the education cost in this town. We hope to get the first check from OPM next week.
- Mr. Penn (a) gave update on recent opportunity to lock in the natural gas contract for the district. The Town will piggyback with us and receive the same benefits of the contract. (b) Out of District Special Education Transportation went through a sealed bid process, reviewed, posted on the State of CT DAS website, and had 11 companies express an interest and 9 of which returned bids. A meeting is scheduled with Thomaston and Wolcott next week to finalize discussions. A preliminary look and all are at or below where we are today. (c) Transportation contract for in-district, out of district vo-ag, in district special education is next. An RFP is open and closes on 11/30. In December will have names of contract winners and the new contract (s) become effective in July 2018.
- Mrs. Parsons gave overview of Professional Development Day November 7th that was professional learning with staff who had a choice of sessions. Teachers and staff in district submitted proposals on what they could share with colleagues resulting in 30 different sessions across 3 time slots. Feedback has been very positive. They finished the day with vertical team of representatives from K-12 in any given content area to discuss aligning curriculum and resources.

9. Student Representatives

Amy Ieronimo
 Brianna Hanlon
 Diana Ieronimo

10. Public Comment (limited to 3 minutes per speaker)

11. Unfinished Business

12. Consent Agenda

- a. Appointments
- b. Resignations

MOTION: Mrs. Kulesa moved to approve the consent agenda; seconded by Mrs. Kremmel seconded the motion and the motion passed unanimously

13. New Business

a. 2017 – 2018 Budget Discussion – Discussion held on challenging budget year reviewing state budget passed; the BOE had put \$685,000 into contingency, looked at Tier 1 and Tier 2 cuts, positions left unfilled. With the budget being passed we can use \$106,938 to reinstate into our system out of the Contingency Fund. Board members were given a list of the Tier cuts and the administrative team has spent time further reviewing what can come back this year and what can be put into the 2018-2019 budget resulting in recommendations making, reviewed. Mr. Penn reviewed the reduction in education funding of \$600,000 that the

town will not be receiving, possibility of an additional cut mid-year so the BOE needs to protect the \$600,000. Review and discussion held on Library Media Specialist, Energy Consultant, Part time custodian, Tutor, Para - Medicaid, ISS monitor, Field Trips. Dr. Semmel reviewed items that were not crossed off list vs those crossed off stating some do not reach level of what is critical at this time with further review for new members of how Tier cut lists were compiled. Mr. Penn stated we are working closely with the town officials as in the end it comes out of the same pocketbook but cannot go below the \$600,000. Dr. Semmel stated we are pretty conservative and confident we can do this much at this time. Further discussions held.

MOTION: To adopt the changes to the 2017-2018 budget as discussed including the restoration of funds from the Contingency account by Mrs. Kulesa; seconded Mrs. Kremmel. Roll call vote: Mr. Elsaghir, yes; Mrs. Kremmel, yes; Mrs. Lucian, yes; Ms. Kulesa, yes; Mr. Bourbonniere, no. Motion carries.

b. Accounts-by-Facility Report - Mr. Penn gave overview of October stating we are one-third of the way through the calendar year with 23.3% expended; items that are timing such as magnet school transportation check that mistakenly went to the town and is coming back to us, lunch program salary will work way to zero at end of the year.

MOTION: To send the October Accounts-by-Facility Report to the Town Board of Finance by Ms. Kulesa; second Mrs. Kremmel and the vote unanimous.

c. Transfers - Mr. Penn distributed packet stating first page is informational only on items transferred within accounts which can be done up to approximately \$12,000 if approved by the Superintendent and Business Manager, and above that number would go to the Board for approval, reviewed. Page two is a transfer requiring approval for special education outplacement for public facilities vs non-public facilities with need to shift funds from one account to another and still staying within original budget amount but shifting to make sure money is in the right place.

MOTION: To approve the Transfers as presented by Ms. Kulesa; seconded Mrs. Lucian and the motion carries unanimously.

d. Adoption of New Subcommittees - Chairman Johnson stated the BOE had 8-10 subcommittees and from discussions, felt two major and 2 minor subcommittees would reduce the amount of time Board members are out at meetings; meetings are open to the public; Student Achievement will look at curriculum/instruction and assessment; Finance/Operations take work of safety, personnel, finance, facilities combining all business under one umbrella. The 2 minor subcommittees are Policy and Negotiations.

MOTION: I move to eliminate the current subcommittees of Curriculum and Instruction, Personnel, Finance, Safety and Facilities. Furthermore, I move that we replace these subcommittees with Student Achievement Subcommittee and Finance/Operations Subcommittee as discussed. Motion by Ms. Kulesa; seconded Mrs. Kremmel and the motion passes with Mr. Bourbonniere opposed.

e. 2018-2019 and 2019-2020 Calendars - Dr. Semmel gave update on changes for professional development that is spread out during the year and school will be held on Veterans Day and when it falls on a weekday, we will be doing things in school learning about Veterans Day. Dr. Semmel has brought the draft calendars to his administrative team, brown bag lunch and DDT. He has brought forth two years and up to the Board if they would like to approve both years. If approved, parents will now know well in advance what the school year involves for planning. Discussion held.

MOTION: To approve the 2018-2019 school year calendar and 2019-2020 school year calendar by Ms. Kulesa; seconded Mrs. Kremmel and the vote unanimous.

14. Board Member/Committee Reports (Subcommittees to be appointed by the Board of Education Chair within the next week)

- A. Curriculum
- B. Facilities
- C. Finance
- D. Negotiations
- E. Personnel
- F. Policy
- G. Safety/Transportation

15. Public Comment (limited to 3 minutes per speaker)

a. Becky Holleran, PEA co-chair – reiterated importance of literacy position as when those were put in, our literacy tutors were taken out. They are looking to work with the BOE and Town and would like to work on budget for next year that reinstates these positions.

b. Jenna Downes, 24 North Street – her son is in kindergarten at PCS and echo importance of literacy coach especially at elementary school as they are setting foundation as if a child gets behind at elementary it becomes extremely harder at middle and high school level. She is completely impressed with how much he is reading. It is very important for support in younger years so kids do not fall through the cracks when older.

16. Board Liaisons – Chairman Johnson stated assignments will be forthcoming and she is trying to match up requests.

17. Board Comments

a. Mr. Bourbonniere – reviewed lighting issue in parking lot that was brought to his attention on election night. Discussion held.

b. Ms. Kulesa – attending THS PTSA who has a lot going on and have marketing firm handling After Grad program with logo, website; a lot of great fundraising ideas coming out and looking to bring back THS traditions such as Mr. THS as part of the Spring Extravaganza.

c. Mrs. Lucian – welcome new board members

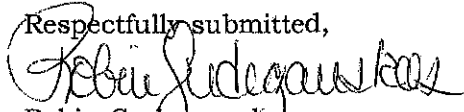
d. Mrs. Johnson – interns were wonderful and well spoken; welcome Josiah and Dick; congratulations to Nicole Walsh; thank you to teachers and public who spoke. We do take what you say to heart and budget will hopefully look different next year.

18. Next Regular Board Meeting – The next regular Board of Education Meeting is on Wednesday, December 13, 2017

19. Adjournment

MOTION: To adjourn by Mrs. Kremmel; seconded Mrs. Lucian and the vote unanimous. Meeting adjourned at 9:11 p.m.

Respectfully submitted,


Robin Gudczauskas
Recording Secretary