

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, JUNE 10, 2015
TERRYVILLE HIGH SCHOOL CAFETERIA

MINUTES

Present: Mr. Melchionna, Mr. Wetzel, Mrs. McCann, Mr. Gentile, Mr. Orsini, Mr. Goodwin, Mrs. Johnson, Mrs. Kulesa and Mr. Engle

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

Mr. Engle called the meeting to order at 7:04 p.m. and the group joined in the Pledge to the Flag.

2. **Adoption of the Agenda**

MOTION: To adopt the Agenda. Motion Mr. Goodwin, seconded Mr. Gentile, motion passes.

MOTION: To amend the Agenda to include item #15A, a letter to the Town Treasurer regarding credit to the Board of Education expenditure account for reimbursement by the Town of Plymouth to the Special Education excess cost grant. Motion Mr. Melchionna, seconded Mr. Gentile, motion passes.

3. **Approval of the Minutes**

MOTION: To approve the minutes of the regular meeting of May 10, 2015. Motion Mrs. Johnson, seconded Mrs. McCann, motion passes.

MOTION: To approve the minutes of the special meeting of May 18, 2015. Motion Mrs. McCann, seconded Mr. Melchionna, abstention Mrs. Johnson, motion passes.

4. **Public Comment – (limited to 3 minutes: Note: The Board does not comment on Public Comment**

Chris Simo-Kinzer – 52 Old Farm Road

- Terryville High School convert to an 8 – 12 school
- Harry S. Fisher & Plymouth Center School convert to K – 7 Schools
- Charles Street Entrance

15 JUN 24 AM 9:27
 PLYMOUTH, CT
 TOWN CLERK'S OFFICE
 RECEIVED FOR RECORD
 Barbara K. Spokamp
 TOWN CLERK

5. **Student Representatives**

Mr. Engle announced the following student representatives for the 2015 – 2016 school year: Halley King, Catherine Gullotta and Nora Samih

6. **Presentation**

A. **Plymouth Teacher of the Year** – Heidi O'Donnell, Science Teacher at Eli Terry Jr. Middle School was named Plymouth's Teacher of the Year. Introductions were made by Dr. Tenney, Margrit Morley and Shannon Surreira.

7. **Recess** – At this time, the Chair will call a recess.

MOTION: To recess at 7:13 p.m. in order to congratulate Plymouth's Teacher of the Year. Motion Mrs. Johnson, seconded Mr. Goodwin, motion passes.

8. **Resume Regular Session**

MOTION: To resume regular session at 7:20 p.m. Motion Mr. Orsini, seconded Mr. Gentile, motion passes.

Presentations

B. **Local Prevention Council** – Presentation of Mock DUI Video

C. **Mr. Sandshaw** – End of the Year Energy Update – Mr. Sandshaw reported on what has been accomplished this fiscal year.

9. **Communications**

None

10. **Unfinished Business**

None

11. **New Business**

A. **Resignations**

Dr. Semmel informs the Board that he has accepted the following resignations: **Sandra Etting**, Special Education Teacher at Plymouth Center School for the Purpose of retirement at the end of the 2014 – 2015 school year; **Gerry Oquendo**, Paraprofessional at Harry S. Fisher Elementary School and **Reyes Mabasa**, French Teacher at Terryville High School effective at the end of the 2014 – 2015 school year.

B. **Chrome Books** (First Reading)

The Policy Subcommittee met on June 2, 2015 to review the Chrome Book Policy. Each Board member was provided a copy of the policy in their packet for a first read. The Policy Subcommittee is looking for Board approval at the August 12, 2015 Board Meeting.

C. Out-of-State Field Trip

MOTION: To approve an out-of-state field trip for Members of the Drama Club at Terryville High School to see a professional production of Aladdin and tour the theater district, New York City, Broadway on Saturday, June 20, 2015. Motion Mr. Goodwin, seconded Mrs. Johnson, motion passes.

D. Appointments

MOTION: To approve the following Coaching Appointments for Eli Terry Jr. Middle School for the Fall of 2015:

Paul Schwanka	Boys/Girls Cross Country
Richard Keator	Volleyball
Mark Sconziano	Boys' Soccer
Mark Fowler	Girls' Soccer

Motion Mr. Orsini, seconded Mrs. McCann, motion passes.

MOTION: To approve the following Coaching Appointments for Terryville High School for the Fall of 2015:

Damian Cogshall	Varsity Volleyball
Emily Malinosky	J.V. Volleyball
Joseph Faitek	JV Boys' Soccer
Brian Rosano	Varsity Girls' Soccer
Christopher Perkins	JV Girls' Soccer
Stephanie Konopaske	Girls' Cross Country
Dean Martin	Boys' Cross Country

Motion: Mrs. Johnson, seconded Mr. Melchionna, abstention Mr. Gentile, motion passes.

MOTION: To approve the appointment of **Lindsay Aronheim** as the 2015 Extended School Year Coordinator beginning on June 29, 2015 through August 7, 2015. Motion Mrs. Johnson, seconded Mr. Orsini, motion passes.

E. Childbearing/Childrearing Leave

MOTION: To approve a request for a childbearing leave/childrearing leave for **Rebecca Fusco**, Grade 4 teacher at Plymouth Center School from on or about August 20, 2015 and returning on or about January 4, 2016. Motion Mr. Melchionna, seconded Mr. Goodwin, motion passes.

F. End of the Year Transfer of Funds

MOTION: To authorize the Superintendent of Schools to work with the Interim Business Manager in order to make the necessary transfers and expenditures to close the books as of June 30, 2015 and to expend appropriate funds for the fiscal year 2014 – 2015. Motion Mr. Wetzel, seconded Mr. Gentile, motion passes.

G. **Authorization to Participate in the National School Lunch Program**

MOTION: To authorize the administration to participate in the National School Lunch Program for the 2015 – 2016 school year. Motion Mr. Wetzel, seconded Mr. Melchionna, motion passes.

H. **Authorization to Hire**

MOTION: To approve the authorization for the Superintendent of Schools to hire personnel, except administrators, during the months of July and August in conjunction with the Personnel Subcommittee Chair. Motion Mrs. McCann, seconded Mr. Orsini, abstention Mr. Goodwin, motion passes.

I. **Textbook Adoption**

MOTION: To approve the purchase of the following textbook series for use in grades K-5, "Go Math" by Houghton Mifflin Harcourt. Motion Mrs. Johnson, seconded Mr. Wetzel, motion passes.

J. **Grades 3- 5 English Language Arts Curriculum**

MOTION: To approve the English Language Arts Curriculum for Grades 3 – 5. Motion Mrs. McCann, seconded Mrs. Johnson, motion passes.

K. **Transfers**

MOTION: To approve transfers totaling \$83,000.00 as discussed at the Special Finance Subcommittee Meeting. Motion Mr. Melchionna, seconded Mr. Orsini, motion passes.

12. **Board Member/Committee Reports**

A. **Curriculum** – Mrs. Kulesa, Chair

The Curriculum Subcommittee met on Tuesday, June 2, 2015 at 5:30 p.m. The following items were discussed: (1) meeting dates for the calendar year 2015 – 2016; (2) curriculum updates: PE/Health Curriculum, Algebra 2 and Geometry, and K-2 ELA; (3) 3 – 5 English Language Arts Curriculum Approval; (4) elementary Math materials – textbook recommendation; and (5) High School English update.

B. **Facilities** – Mr. Goodwin, Chair

No Report. However, a meeting needs to be scheduled to discuss the regrading of the sidewalks at the high school and other issues.

C. **Finance** – Mr. Melchionna, Chair

The Finance Subcommittee met prior to the Board meeting, reviewed the accounts by facilities report for the month of May and will forward the same to the Town of Plymouth Board of Finance. Also, subcommittee dates were set for the 2015 – 2016 year.

D. **Negotiations** – Mr. Gentile, Chair

The negotiations subcommittee met and discussed the candidate for business manager and the superintendent's contract and has forward these items to the Board for their approval at the executive session which was held this evening.

E. **Personnel** – Mr. Goodwin, Chair
All items were addressed under new business.

F. **Policy** – Mrs. Johnson, Chair
The subcommittee met on June 2, 2015 and will be working with CABA as directed by the Board to revise all policies. The subcommittee has set a goal of 2 years for the completion of the Board Policies. The subcommittee will be meeting on the 3rd Tuesday of each month at 6:30 p.m. The public is welcome to attend and there will be public comment on the agenda.

G. **Safety/Transportation** – Mr. Orsini, Chair
No meeting, however, the school year is ending smoothly and safely.

H. **Education Connection** – Mrs. Kulesa
No Report

13. **Administrative Reports/Requests/Information**

Dr. Tenney – Director of Curriculum & Instruction

- End of the Year Programs
- Congratulations to Heidi O'Donnell
- Teachers retiring and moving on, they will be misses
- A well-deserved and restful summer to all

Mr. Trudeau – Director of Technology

- Thanked Mr. Perkins students
- Thanked the Central Office Technology Team, Laura, Jay and Greg
- Summer Chrome Book Collection
- Chrome Book Policy
- Mr. Santogatta's last Board Meeting, publically thanked Mr. Santogatta for all his work in the district.

Ms. Trinks – Director of Pupil Personnel & Special Education

- Working on her 90 day Plan
- Extended Year Program
- 2015 – 2016 school year

Mr. Santogatta – Interim Business Manager

- 2014 – 2015 Budget
- Security Entry Way at Harry S. Fisher Elementary School – 90% complete
- Building Permits for the 4 schools for the solar plan have been obtained
- Solar panels will be installed in the following order: Plymouth Center School, Eli Terry Jr. Middle School, Harry S. Fisher Elementary School and Terryville High School.

Dr. Semmel – Superintendent of Schools

- The last day of school is Tuesday, June 16, 2015. Moving Forward exercises at Eli Terry Jr. Middle School will be held at 10 a.m. while the graduation ceremony for Terryville High School will be held at 7 p.m. Just as a reminder to

parents, the last 3 days of school are shortened days. No lunches will be served on June 12, 15 and 16, 2015. High school is on a slightly different schedule on June 11th. Busses will be picking up students after the 2nd exam on Thursday afternoon.

- Art Shows at both of the elementary schools
- Athletic Banquet
- Friends of Music Banquet
- Blood Drive at Terryville High School – Bob’s Discount Furniture has coupled up with the Red Cross and provided 3 \$250 scholarships to Terryville High School Seniors.
- To Mike Santogatta, who has been a mentor, Dr. Semmel thanked him for everything Mike has done for the district over the past 7 years and for helping him in his period of transition.

14. **Executive Session** – Discussion concerning the proposed contract for the Business Manager and an extension of the contract for the Superintendent of Schools. (These items will be discussed in executive session)

MOTION: To enter into executive session at 8:05 p.m. to discuss the proposed employment contract for the Business Manager and to discuss an extension of the contract (correction: to set the contractual dates) for the Superintendent of Schools. **Motion** Mr. Gentile, seconded Mrs. Johnson, motion passes. Along with the Full Board the following individual(s) were invited into executive session: Dr. Semmel, Mr. Santogatta and Mr. Penn.

MOTION: To resume regular session at 8:18 p.m. Motion Mr. Orsini, seconded Mr. Goodwin, motion passes.

15. **Possible Action On Executive Session Matters**

MOTION: To approve a three year contract for the Business Manager, Phillip Penn, effective July 1, 2015 and continuing through June 30, 2018. Motion Mr. Gentile, seconded Mr. Goodwin. **Roll Vote:** Mr. Melchionna, Mr. Wetzel, Mrs. McCann, Mr. Gentile, Mr. Orsini, Mr. Goodwin, Mrs. Johnson and Mrs. Kulesa, motion passes unanimously.

MOTION: To set the contractual dates for the contract of Dr. Semmel, Superintendent of Schools to run from July 1, 2015 to June 30, 2018. Motion Mr. Gentile, seconded Mr. Wetzel. **Roll Vote:** Mr. Melchionna, Mr. Wetzel, Mrs. McCann, Mr. Gentile, Mr. Orsini, Mr. Goodwin, Mrs. Johnson, and Mrs. Kulesa, motion passes unanimously.

16. **Introduction of Business Manager** – At this time, Dr. Semmel, Superintendent introduced Mr. Phillip Penn, Business Manager for the Plymouth Public Schools.

- 15A. **Letter to the Town of Plymouth Treasurer**

MOTION: To read into the record, a letter to the Town Treasurer regarding credit to the Plymouth Board of Education expenditure account for reimbursement by the Town of Plymouth to the Special Education Cost Grant. Now, therefore, the Board fully endorses

the letter and forwards the same to the Town with the Board's full endorsement. Motion Mr. Melchionna, seconded Mrs. McCann, motion passes.

A copy of said letter and expenditure page are attached to said minutes and made a part hereof as if fully stated herein.

17. **Possible Adjustments to the 2015 – 2016 Budget**

At this time, Dr. Semmel presented a power point presentation followed by further discussion.

MOTION: For discussion purposes to put forth the proposed amendments that the Superintendent has proposed. Motion Mr. Melchionna, seconded Mr. Orsini, motion passes.

- Math Teacher @THS- eliminate
- Part-time Custodian
- Library Tutor @ THS – position was cut for the 14-15 school year and will not return for the 15-16 school year.
- Part-time Special Education Secretary
- Head Teacher at the middle school – eliminated
- Head Teacher at the high school – eliminated
- Magnet School and Technical School Transportation – centralized drop-off and pick-up locations to be established.
- General Sports Uniforms, etc. – fewer to be purchased in upcoming year
- Supplies – 10% reduction
- Supplemental After School Program at the middle School – eliminated
- Detention/Discipline at the high school – reduction to the number of days for after school detention.
- SWAT and Summer Programs – reduction to the number of days for SWAT at the high school.
- Curriculum & Instruction – reduction.

MOTION: Motion to approve the proposed changes to the 2015 – 2016 Budget as follows: To accept the modifications as presented with the modification to the SWAT summer program where we pick up \$20,000, we fund a part-time custodial position and we fund the part-time special ed position based upon the finance department finding the money to move. Motion Mrs. Kulesa, seconded Mrs. Johnson. Roll Vote: Mr. Melchionna, Mr. Wetzel, Mrs. McCann, Mr. Gentile, Mr. Orsini, Mr. Goodwin, Mrs. Johnson and Mrs. Kulesa, Budget is adopted.

18. **Public Comment** (limited to 3 minutes Note: The Board does not comment on Public Comment

Gerry Bourbonniere – 6 Fairmount Avenue

- Pro Education
- Board will be facing problems in the next 2 years
- Urges the Board to look into the fact that it is not mandatory to provide transportation to magnet schools

June 25 there will be a special pasta dinner in recognition of Frank Fuller who recently passed away to help the family meet medical expenses.

Mr. Goodwin – Commented on vote base on transportation, magnet schools and ramifications; thanked all the administrators for their help during the budget process; welcomed Mr. Penn to the district and lastly, urged each student to be themselves but if there are looking for a role model, look to Mr. Santogatta as an example.

Mr. Melchionna – Complimented the Local Prevention Council on its production, DUI video; complimented administrators, teachers, Mr. Sandshaw and Mr. Santogatta.

Mr. Wetzel – Expressed to the Board his appreciation for their warm welcome back; congratulations to the teacher of the year; thanked Mr. Orsini for mentioning the benefit for Mr. Fuller; Mr. Santogatta, you will be missed and welcomed Mr. Penn.

Mrs. McCann – “You only get to be the new person until the next person comes along”; mentioned that Mr. Santogatta never steered the Board in the wrong direction and how the Board felt comfortable with his guidance and wished him good luck in his retirement; LPC great job; award ceremony at the high school honored amazing students and to the graduates, best wishes and happy summer to all.

Mrs. Johnson – Thank you to Dr. Semmel and Dr. Tenney for including her in the announcement of the teacher of the year; wished Mr. Santogatta the best in his retirement; thanked the administrative team and Mr. Sandshaw and Mr. Trudeau.

Mrs. Kulesa – Echoed everything that was said this evening and thanked the technology department and dedicated students who stayed the entire evening to broadcast the meeting.

Mr. Engle – Thanked Mr. Sandshaw; congratulated Heidi O’Donnell; Prevention Council and ticket booths that were constructed by our students, great job; thanked all of those individuals who have given their time to the district (includes retirees and those who have moved on to other districts and lastly Mr. Santogatta, I know how to reach you.

21. **Next Regular Board Meeting**

Mr. Engle stated the next Regular Board of Education Meeting will be held on August 12, 2015 at 7 p.m. at Terryville High School.

22. **Adjournment**

Motion to adjourn at 8:16, p.m. Motion Mrs. Johnson, seconded Mr. Goodwin. Motion passes.

Respectfully submitted,

Mrs. Johnson
Secretary
Plymouth Board of Education

PLYMOUTH
BOARD OF EDUCATION



77 Main Street
Terryville, CT 06786

Tel: 860-314-8005

Curriculum & Special Ed.

Fax: 860-314-2766

Superintendent

Fax: 860-314-2718

Business Office

Fax: 860-585-4011

Dr. Martin J. Semmel
Superintendent of Schools

Jodiann K. Tenney, Ed.D.
Director of Curriculum & Instruction

Director of Pupil Personnel &
Special Educational Services

Michael J. Santogatta
Business Manager/District
Administrator In Charge

Richard P. Trudeau
Director of Technology

*Plymouth Board of Education
is an Equal Opportunity
Employer and Provider.*

June 10, 2015

Mr. David Mischke
Town Treasurer
Town of Plymouth
80 Main Street
Terryville, CT 06786

Re: Credit to the Plymouth Board of Education Expenditure Account for Reimbursement Received by the Town of Plymouth for the Special Education Excess Cost Grant

Dear Mr. Mischke:

This letter is to follow up with our discussion held with Mayor Merchant on June 5, 2015 regarding the use of Plymouth's Excess Cost Grant Funds. The Town of Plymouth has received \$257,668 in reimbursements for "Special Education Excess Cost" or ECG payments during the 2014-2015 fiscal year, as shown on the statement from the State Department of Education Bureau of Grants Management, which follows. According to that report, the State made payments on 10/2014 and 6/2015: \$224,668 + \$33,000 = \$257,668. These reimbursements have been made to the Town in response to information provided by our Special Education Department to the State Department of Education. This letter is to request the Town's consideration of a credit to the Board of Education expenditure account in accordance with the provisions of Section 10-76g(b) of the Connecticut General Statutes.

Please review the following, which illustrates Plymouth's 2014-2015 Special Education budgeted amounts and expenditures:

Budgeted	\$1,045,000
Expenditures	<u>(1,236,936)</u>
Difference between budget and expenditures	(\$191,936)

Thus, the Plymouth Board of Education's Special Education expenses for 2014-2015 exceed the budget and appropriations by \$191,936. By providing you with this information, we have complied with our obligation to provide the Town with documentation of our Special Education expenditures in excess of our budgeted estimate of these expenditures. Unfortunately, this year the budgeted amounts have proven to be insufficient.

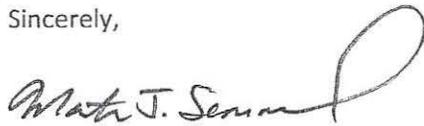
Any decision not to credit the Board of Education's expenditure account for excess cost reimbursement in a timely and proper manner would be contrary to the law.

As the board's actual expenditures for special education expenses during the 2014-2015 school year exceed the amount of the Board's itemized budget estimate for Special Education expenditures by \$191,936, the Town is required, under the provisions of Conn. Gen. Stat. Sec. 10-76g(b), to credit the proper amount of the excess costs reimbursement, \$191,936, to the Board's expenditure account. Section 10-76g(b) provides expressly that "the amount due each town pursuant to the provisions of this subsection shall be paid to the treasurer of each town entitled to such aid, provided the treasurer shall treat such grant, or a portion of the grant, which relates to special education expenditures incurred in excess of such town's board of education budgeted estimate of such expenditures, as a reduction in expenditures by crediting such expenditure account, rather than town revenue.." That statute provides further that "such expenditure account shall be so credited no later than thirty days after receipt by the treasurer of necessary documentation from the board of education indicating the amount of such special education expenditures incurred in excess of such town's board of education budgeted estimate of such expenditures." Thus, there is no discretion provided to the Town under section 10-76g(b). Rather, as a matter of law, the treasurer is obligated to credit the Board of Education's expenditure account by the applicable dollar amount.

As referenced above, included with this letter is documentation indicating the amount of actual Special Education expenditures in excess of the Board of Education budgeted estimate of such expenditures as the statute, Conn. Gen. Stat. Sec. 10-76g(b), requires. As we have complied with our obligations under the relevant statutes, in accordance with Conn. Gen. Stat. Sec. 10-76d(e)(5) and 10-76g(b), we ask that the Town comply with its statutory obligations and immediately credit the Board's expenditure account in the amount of \$191,936 so that we can credit these funds to the various accounts that are overexpended. Please contact me as soon as the transactions are posted.

Thank you for your prompt attention and assistance with this matter. If you have any questions, please do not hesitate to contact me.

Sincerely,



Martin Semmel
Superintendent of Schools
Plymouth Public Schools

Attachment: Copy of reports by the State Department of Education Division of Grants Management