



PLYMOUTH PUBLIC SCHOOLS

CENTRAL OFFICE
27 NORTH HARWINTON AVENUE
TERRYVILLE, CONNECTICUT 06786

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
TERRYVILLE HIGH SCHOOL CAFETERIA
33 NORTH HARWINTON AVENUE
TERRYVILLE, CT 06786

WEDNESDAY, AUGUST 21, 2024

7:00 P.M.

MINUTES

Present: Mrs. Kulesa, Mr. Seaman, Mrs. Lucian, Mr. Showers, Mrs. Tilton, Mr. Foote,
Mrs. Candrea-Florenciani, Mr. Perugino and Mr. Zbuska

Also Present: Mr. Falcone, Superintendent, Mrs. Melillo, Assistant Superintendent,
Mrs. Mozak-Pezza, Director of Curriculum & Instruction and
Mr. Tencza, Business Manager

1. Call to Order & Pledge to the Flag

Mrs. Kulesa called the meeting to order at 7 p.m. The group joined in the Pledge to the Flag.

2. Adoption of the Agenda

MOTION: To entertain a motion to adopt the Agenda as amended by adding the following:

Item #7 New Business – (d) High School Culinary Articulation Textbook Adoption
and

Item #8 Board Member/Committee Reports (A) Finance/Operations
(12) 2023 – 2024 End of the year surplus.

Motion: Mr. Showers, second Mrs. Lucian, any discussion, all in favor, any opposed, any abstentions, motion carries.

3. Approval of Minutes

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TOWN CLERK'S OFFICE
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2024 AUG 27 AM 9:49

MOTION: To entertain a motion to approve the minutes of the Special Meeting of the Plymouth Board of Education of June 3, 2024. Motion Mr. Seaman, second Mr. Perugino, any discussion, all in favor, any opposed, any abstention (Mr. Foote abstains), motion carries.

MOTION: To entertain a motion to approve the minutes of the Regular Meeting of the Plymouth Board of Education of June 5, 2024. Motion Mr. Showers, second Mr. Seaman, any discussion, all in favor, any opposed, any abstentions, motion carries.

4. **Public Comment** (limited to 3-minutes per speaker)

Melanie Church, 328 Main Street, Terryville – Addressed having two officers and two cruisers at the high school graduation.

5. **Superintendent's Update**

- * Welcome Back to the 2024 – 2025 school year
- * August 20th - New Teacher Orientation
- * August 21st - Convocation and District-Wide Luncheon
- * August 22nd and 23rd – Professional Development Days for Teachers
- * August 26th – Students Return

Over the summer months there were two days of Professional Development Days for Administrators which focused on: New Teacher Evaluation Plan; Consistent Protocols and Procedures in Running Our Schools Across the District; Student Safety and Professional Development with Regard to High Quality Instruction.

Mrs. Melillo, Assistant Superintendent reported on two successful summer school programs: Regular Education Summer School and Special Education Student Participation in the Extended School Year Program.

Thank Yous were extended to: Central Office Staff; Building Administrative Assistants; Secretarial Staff; Building Administrators; Technology Staff; Building and Maintenance and Custodial Staff.

Some of the major projects during the summer:

Plymouth Center School Pre-School Playground – Drainage installed; Fence moved from the top of the hill to the bottom of the hill for safety reasons; and replaced blacktop with grass.

Harry S. Fisher Elementary School All classrooms were painted.

Eli Terry Jr. Middle School: All classrooms were painted; Dark Brown Brick in the Library has been painted; New Carpet in the Library; the Donation of Furniture from a law firm and the gym floor sanded down and redone.

Terryville High School Gym Floor sanded down and redone.

On behalf of the Board of Education, Mr. Falcone thanked Roxanne Perugino for connecting us with the law firm of Gordon & Rees Law Firm who donated the furniture to the district.

6. **Unfinished Business** – Mrs. Mozak-Pezza, Director of Curriculum & Instruction

On May 8, 2024, at their Regular Meeting, the Board approved the Educator Evaluation Plan. However, the plan was changed by the State, therefore, it needs to be reapproved.

(a) **Education Evaluation Plan**

MOTION: To entertain a motion to reapprove the Educator Evaluation Plan as discussed. Motion Mrs. Tilton, second Mr. Foote, any discussion, all in favor, any opposed, any abstentions, motion carries.

7. **New Business**

(a) **Plymouth Board of Education Goals**

DISTRICT GOALS

Student Achievement Goal Support all students in achieving their best possible learning outcomes. Strategies: • Expand the instructional capacity of certified and non-certified staff. • Update and enrich the Pre-K through Grade 12 curriculum and common assessments. • Enhance special education programs and student supports. • Utilize the aligned MTSS (Multi-Tiered System of Supports) process Pre-K through Grade 12.

Engagement Goal Engage students in the learning process by providing authentic learning experiences. Strategies: • Establish learning opportunities for students to grow and explore academically, both in and out of school. • Develop performance based learning opportunities Pre-K through Grade 12. • Create authentic and relevant learning opportunities for students in Pre-K through Grade 12.

Well-Being Goal Create an environment and opportunities that support well-being for all students. Strategies: • Enhance wellness supports and services Pre-K through Grade 12. • Expand safety measures at each building. • Increase extracurricular offerings to foster student engagement in the school community.
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Fiscal Oversight Align budgetary spending with district goals and strategies. Strategies: • Evaluate and revise the capital improvement plan to address the district's infrastructure needs. • Analyze, assess, and implement various strategies to use budget funding move efficiently and

effectively.

MOTION: To entertain a motion to approve the Plymouth Board of Education Goals for 2024– 2025 as submitted. Motion Mr. Showers, second Mrs. Lucian, any discussion, all in favor, any opposed, any abstentions, motion carries.

(b) Appointment of Committees – (At this time, Mrs. Kulesa appointed individuals to the following committees)

Curriculum Achievement

Michelle Lucian, Chair
Kelly Tilton
Richard Foote

Finance/Operations

Cindy Candrea-Florenciani, Chair
Gregory Showers
Walter Seaman

Policy

Kelly Tilton, Chair
Louis Zbuska
Cindy Candrea-Florenciani

Facilities

Patrick Perugino, Chair
Gregory Showers
Cindy Candrea-Florenciani
Louis Zbuska

(c) DRAFT Board of Education Meeting Dates for 2025

Each Board Member was provided a draft copy of the Board of Education Meeting Dates for 2025. This will be voted upon at the September 11, 2024, Board of Education Meeting.

(d) High School Culinary Arts Articulation Textbooks

MOTION: To entertain a motion to approve the adoption of the high school Culinary Arts Articulation Textbooks as stated. Motion Mrs. Tilton, second, Mr. Perugino, any discussion:

Mrs. Candrea-Florenciani – How often is it anticipated the books will change?

Mrs. Mozak-Pezza – The cooking cookbook is new. Usually, it will not be changed until the next edition is published. Not anticipating a change anytime soon. The baking cookbook – there is no word of change.

Mrs. Tilton – Purchasing these books means these classes this year will be able to be accredited with a college or must the class be taught?

Mrs. Mozak-Pezza – Cooking will be articulated this year and is taught year-round. The other, baking, is scheduled for the first semester. Due to staff, this will not be articulated this year.

All in favor, any opposed, any abstentions (Mr. Seaman abstains) motion carries.

8. **Board Member/Committee Reports**

A. **Finance/Operations** - Mr. Tencza, Business Manager

- Included in the packet were the following;
Accounts by Facilities Report for the fiscal year June 30, 2024
Accounts by Facilities Report for the Month of July 2024.

In addition:

- (1) Board of Education Budget Summary Through June 30, 2024
(Fiscal Year 2023 – 2024)
 - (2) Cumulative Total Board of Education Budget % By Month
(June 2023, 2024 – Final)
 - (3) Food Services Financial Performance Year to Date
(July 1, 2023, thru June 30, 2024 – Final)
 - (4) Business Office Activity Report (June 2024)
 - (5) Monthly Budget Report (June 30, 2024 – Final)
 - (6) Business Office Activity Report (July 2024)
 - (7) Monthly Budget Report (July 31, 2024)
 - (8) Board of Education Summary Through July 31, 2024
(Fiscal Year July 1, 2024 - 2025)
 - (9) Food Services Financial Performance Year to Date:
(July 1, 2024, thru July 31, 2024)
 - (10) Board of Education Budget Expenditures % by Month
July 2024 – 2025
 - (11) 2023 – 2033 Plymouth Public School Capital Improvement Plan
(updated August 16, 2024)
- The Accounts by Facilities Reports will be forwarded to the Town of Plymouth Board of Finance

Mr. Tencza: This year some Board Members may have some questions about reports they received in their packet regarding this year's budget. He asked those members to hold off with their questions until the September Board Meeting. He explained that at the start of the new school year, we are still hiring staff and individuals are still moving from one building to another, therefore, individuals need to be moved within accounts. Along with this, specifically, we still have staff that are leaving the district. Therefore, he asked that any questions be presented at the September 11th Board Meeting.

Mr. Tencza indicated a monthly walk thru of the schools will continue. The first one being on Friday, September 9, 2024, at Eli Terry Jr. Middle School. Invitations will be emailed to all Board Members, and all are welcome to attend.

The district ended the 2023 – 2024 school year with a modest surplus of \$8,431.60. He informed the Board of two options for the disposition of the surplus. (1) The Board can vote to simply return the surplus to the Town and the Town place the money in the general fund or (2) The Board can vote to request the surplus be deposited into the sinking fund for future use of projects. Based on his conversation with Jim Kilduff, Board of Finance Chair and Mayor Joe Kilduff

regarding the needs of the Town, Mr. Tencza's recommendation to the Board is to request that the surplus be placed in the sinking fund. Both Jim Kilduff and Mayor Joe Kilduff agree with this recommendation.

Mr. Perugino – What is the current amount in the sinking fund?

Mr. Tencza - \$313,054 currently.

Mr. Perugino – If there a limit as to the amount that can be placed in the sinking fund?

Mr. Tencza – There is not a ceiling as the amount carried in the sinking fund. We can only deposit 2% of our operating budget per year. Although personally he would not want it to get high, unless there is a specific high ticketed project that we are trying to get. Should his recommendation be approved, there will be \$321,485 in the sinking fund. When reimbursement is received from the security grant upon completion of the security grant project which is about 80% to 85% complete, the amount will be \$451,000 in the sinking fund.

MOTION: To entertain a motion to take the 2023 – 2024 end of the year surplus of \$8,431.60 and deposit it to the sinking fund. Motion Mr. Perugino, second Mr. Showers, any discussion, all in favor, any opposed, any abstentions, motion carries.

Mr. Falcone – This is a perfect example of how the town and the Mayor are working with the Board in understanding how much money we have as a community to work with to support our school district. He thanked both the Chair of the Board of Finance and the Mayor for working with Mr. Tencza on this matter.

B. Personnel Report – Mr. Falcone, Superintendent

Mr. Falcone reviewed the Personnel Report with the Board Members. Spoke with regards to some of the openings we still have: Eli Terry Jr. Middle School – Girl's Soccer and Girl' Cross Country Coaches; Harry S. Fisher Elementary School – Building Substitute and Speech and Language Pathologist; District-Wide ELL Teacher and the district is always looking for paraprofessionals and cafeteria workers.

9. Board Liaison Reports – Mrs. Kulesa, Chair

Board Liaison Reports will resume beginning with the September 11, 2024, Board of Education Meeting. (At this time, Mrs. Kulesa, Board Chair assigned Liaisons for the 2024 – 2025 school year.)

Mrs. Tilton/Mr. Perugino	Harry S. Fisher Elementary School
Mr. Zbuska	Plymouth Center School
Mrs. Candrea-Florenciani	Eli Terry Jr. Middle School
Mr. Foote	Terryville High School
Mrs. Tilton	EdAdvance

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

None

11. **Board Comments**

Summary: Welcome Back, teachers, and students. Hope everyone has a safe and happy school year. Looking forward to a good year. Glad to be back. Schools look great.

Mr. Zbuska – Parent concerns: Mean Spirited – looking for clarification of this phrase. What is the proper dress code for their daughters? Seeking clarification.

Mr. Zbuska would like to see a written dress code enforced. Set of standards that must be met. What can and cannot be worn. Clarification.

Mrs. Kulesa – There should be a caveat to include boys and well.

Mr. Falcone – Sometimes it is boys that have dress code violations as well. We do have policies on it. He believes the reference is to enforce the policy that is in place.

Mr. Zbuska. Exactly. The only reason he mentioned girls was because that was brought to his attention.

Mrs. Kulesa – Ultimately, it is the parents that will have to fix that.

Mr. Zbuska – If the rules are upheld.

Mr. Showers requested copies of the dress code for the next meeting.

Mr. Perugino – September 17th – PTA Meeting – Library Harry S. Fisher Elementary School 7pm

August 21st – Open House – 6 p.m. – 8 p.m.

Grade 3 6 p.m. – 7 p.m.

Grade 4 6:30 p.m. – 7:30 p.m.

Grade 5 7 p.m. – 8 p.m.

Regarding Capital Improvements – Mr. Perugino placed a phone call to the Chairperson of the Capital Improvement Committee and spoke with the Board of Finance Chair. Mr. Perugino would like the people to understand these buildings belong to the Town. The Capital Improvement Chart indicates \$3.5 million. Project are to be spread out over a period of 5 years. \$1.8 million for roofs and the balance for driveways, parking lots (driveway at the high school is horrible. The stairs to central office are falling apart, which is not even included in the Capital Improvements. He indicated we can only show the town what we have so they are able to plan. We cannot tell them how to plan. It is not our job. Our job is to let them know what we think we need. When asked if there were estimates Mr. Tencza responded: Some things we have quotes for others we need to get estimates on but due to how large some of the projects are we need to put together an RFP package and he does not want to go through this process unless there is funding.

12. **Next Board Meeting** –The next Regular Meeting of the Plymouth Board of Education is on Wednesday, September 11, 2024 at 7 p.m. in the cafeteria at Terryville High School.

13. **Executive Session** (this item will be discussed in executive session)

MOTION: To entertain a motion to enter into executive session regarding:

(a) A Student Related Issue

inviting Mr. Falcone, Superintendent of Schools and Mrs. Melillo, Assistant Superintendent of Schools into executive session. Motion Mr. Showers second Mr. Foote, any discussion, all in favor, any opposed, any abstentions, motion carries.

14. **Resume Regular Session**

Mrs. Kulesa, Chair resumed regular session at 7:50 p.m.

15. **Possible Action from Executive Session (if any)**

MOTION: To entertain a motion to approve the parent request for an out of district student to enroll at Terryville High School for the 2024 – 2025 school year with the understanding that the parent is responsible for transporting the student to and from school.

Motion Mr. Perugino, second Mr. Showers any discussion, all in favor, any opposed, any abstentions, motion carries.

16. **Adjournment**

MOTION: To entertain a motion to adjourn at 7:51 p.m. Motion Mr. Showers, second, Mr. Zbuska, all in favor, motion passes.



Patricia Piskorski
Recording Secretary
For the Plymouth Board of Education