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LEDYARD BOARD OF EDUCATION

Regular Meeting

Wednesday, September 6, 2017

Ledyard High School Media Center

7 PM

I. Call to Order – by Mr. Favry, Chair at 7:01 PM.

II. Pledge of Allegiance – Followed “Call to Order”

III. Roll Call

Present: Mr. Brawner, Ms. Butterworth-Erban, Ms. Calhoun, Mr. DiFilippo, Mr. Favry, Mr. Guerrero, Mr. James, Mr. Shuttleworth, Ms. Vajdos

Also Present: Mr. Hartling, Dr. Byars, Mr. Kilpatrick III, Mr. Lathrop, Mr. Mercier, Mr. Gabordi, and Mr. Geoly

IV. Requests from Citizens (Per Bylaw 9325) – Mr. Favry reminded those in attendance that per Bylaw 9325, each speaker is allotted 3 minutes.

1. Mr. Allan Burton, 166 Gallup Hill Rd., Ledyard – Mr. Burton discussed the current change in the drop-off site for students attending out-of-town schools. Mr. Burton felt there should be a drop-off site on the Ledyard side of town, and that since buses go right by the Bill Library, it wouldn't cost the district “a nickel” to allow the students to ride that bus. Mr. Burton also commented that he was upset about being misled on this issue by a staff member. Mr. Burton then asked, “Why not another stop?”
2. Ms. Denise Dittrich, 59 Wendell Comrie Rd., Ledyard – Ms. Dittrich expressed her disappointment over the handling of the bus situation for students attending out-of-town schools. Ms. Dittrich felt that the information regarding transportation was not expressly evident for parents in the letter they received. Ms. Dittrich also stated that students attending technical and vocational schools are investing time and effort into preparing for careers. She also added that by taking the bus away from the students could prohibit students pursuing their life goals. Ms. Dittrich stated that her son, who needed accommodations while attending Ledyard schools did not need any since attending the technical, hands-on school, and has been very successful.
3. Ms. Cynthia Burton, 166 Gallup Hill Rd., Ledyard – Ms. Burton shared that she is an LHS graduate, but her son attends Grasso Tech because it was the right fit for him and he enjoys the hands-on learning. Ms. Burton stated that when she called Central Office to discuss the bus situation she was asked why she didn't send her son back to Ledyard. Ms. Burton stated that the bus drives right by the Bill Library, and it would be an easy adjustment to let the students attending out-of-town schools ride it in the afternoons.
4. Ms. Linda Casimiro, 183 Whalehead Rd., Ledyard – Ms. Casimiro stated that because she works full time she is not able to pick her son, a freshman, up in the afternoon. She requested that the students be allowed to ride the afternoon bus and be dropped off at the Bill Library.
5. Ms. Samantha Smith, 34 Highland Dr., Ledyard – Ms. Smith shared that her 2nd daughter is going to Norwich Tech and there have been drastic changes in transportation (pick up on every street) from when her 1st daughter attended to now (one drop-off site in Gales Ferry). Ms. Smith stated that it is very hard to get students to the Gales Ferry side from the Highlands. Ms. Smith stated that when she called to discuss the bus situation she was told it was due to budget cuts, that she should car pool and that she should send her daughter back to Ledyard. Ms. Smith felt she had not been taken seriously and stated that she has emailed Mayor Allyn. Ms. Smith asked

the Board to please consider alternative arrangements, at least for the afternoons, since she is able to work out a solution for the mornings.

6. Mr. Justin Allison, 154 Gallup Hill Rd., Ledyard – Mr. Allison voiced his distress because he felt he had been misled by a staff member. Mr. Allison appreciated the time that Mr. Hartling had given to listen to his concerns. Mr. Allison stated that he feels that it is a net gain for Ledyard to have students attend out-of-town schools and it would be in the best interest of the district to try and work out a solution to the busing situation. Mr. Allison shared that he had to take his student out of school because he could not work it out with the current arrangement. He also stated that he feels that having a bus at Gallup Hill, even with construction, would work, however he feels that there is an antagonistic attitude against students attending out-of-town schools.
7. Mr. Edward Hubert, 6 Seabury Ave., Ledyard – Mr. Hubert shared that he graduated from Ledyard and came back to raise his family because he believed in Ledyard. Mr. Hubert has a junior at Grasso Tech where he is learning a skill, and has started the third year in the electrical program. Mr. Hubert stated that he understands the budget concerns, but the current busing situation is causing a “big rift.” Mr. Hubert stated that the morning is not as difficult as the afternoon, but there needs to be another solution to add another stop on the Ledyard side of town in the afternoon. Mr. Hubert also reminded the Board that Ledyard is not the best fit for every student.
8. Ms. Jennifer Taylor, 28 Ferryview Dr., Gales Ferry – Ms. Taylor shared that her son’s IEP recommended that he attend a different school. Since Ms. Taylor works until 4:00 she is not able to pick her son up, and must pay for someone to do that. Ms. Taylor shared that she has contacted the Mayor and other Representatives regarding the current busing situation. She also stated that her children have to walk over 2 miles door-to-door from GFS to home, which she stated is “not safe for any child.”

Mr. Favry stated that the Board appreciates, and wants the feedback from the community.

V. Town Council Liaison Comments – Mr. Gabordi had no comments.

VI. Report of Superintendent of Schools – Mr. Hartling welcomed everyone back, and stated that it had been a great start to the year. He also shared that anticipated enrollment at the end of the last school year was 2,340 students and the actual is 2,408, with an 11 student increase at out-of-district and magnet schools as well. Mr. Hartling reported that there are some bus difficulties that are being worked out, and that he has received 18 complaints from magnet/out-of-district parents. Ms. Najaran has been working very hard to get the Policy Manual up-to-date and published in print and on line. The policy audit results received from CABA showed approximately 90 policies that potentially need updating, and that Regulation 6140 is tied to Policy 6140 (which outlines timelines) and has been added to the manual. Elementary handbooks were redesigned, and policy statutes were updated and are on the website. Mr. Hartling reported that Convocation was great with over 360 staff members attending and celebrating the “best of…” teacher, paraprofessional, and support staff member. Mr. Hartling thanked Ms. Holly Miller for all of the work she has done on assessments, and reminded the Board that there is a CABA conference September 17 & 18 and anyone that would like to attend should let him know asap. Mr. Hartling shared that 10 students through More Than Words would be leaving on 9/10 on a working ship. Also, Mr. Hartling shared that a notice is going out to the community regarding residency documentation for LPS attendance.

VII. Report of LHS School Board Representatives – Mr. Geoly reported the following:

Friday, 9/8 and Saturday, 9/9 are the start for winter sports at LHS. Friday will be blue and white day, and next Monday, 9/11 and Tuesday, 9/12 there will be assemblies for the whole school. Student Congress and NHS are pairing up to get donations for flood victims in Texas, and drama auditions will be held on Monday 9/18. Mr. Geoly also noted that students have noticed the many improvements made to the high school. Also, there are 4 or 5 students interested in becoming BoE Student Representatives. Mr. Geoly and Ms. Nadal will interview each candidate and then present them to the Student Leadership Council to have the group make the final decision.

VIII. Board of Education Members’ Comments –

Ms. Vajdos – reminded everyone about the Ledyard Fair taking place this weekend and that Ledyard music, LEAF, LHS classes, and many others will have booths there. Ms. Vajdos stated that her youngest son attends RMS and when she made the decision to enroll him there she accepted the responsibility of transporting him. She also stated that in June when the policy regarding out-of-town transportation was put forth for a vote, she understood it to apply to magnet and charter schools, and didn't consider that there would be an impact on technical high schools and those students that are attending them to gain a career, as was pointed out as the biggest issue from the parent speakers tonight. Ms. Vajdos suggested to Mr. Hartling that one bus, rather than three, be used to bring students to the library in Ledyard. Ms. Vajdos also stated that busing costs money, but the priority must be to get students home safely. Ms. Vajdos questioned if the technical out-of-town students be released from the Policy that speaks to this issue. It was discussed that if a change to the policy was made at the next Policy Committee meeting on 9/15, it would come to the Board for a first reading on 9/20, and then return to the Board at the October meeting for the second reading and possible approval.

Ms. Calhoun – stated that the busing situation for out-of-town students has been an on-going discussion for many years. Ms. Calhoun shared that the request to get students dropped off at the library is reasonable. However, there needs to be a clear policy and after that the situation becomes an operational issue.

Mr. Favry – shared that from a Board perspective more information is needed from Mr. Hartling and the bus company. Mr. Favry agreed that more clarification regarding the Board policy is needed.

Mr. Hartling – stated that he has looked at every complaint and it is a tricky situation. Whether it is an additional stop, or door-to-door service, it would cause problems to accommodate the out-of-district high school students without doing the same for the younger magnet school students.

Mr. Shuttleworth – shared that for the past 33 years he has been open, honest and fair. He stated that there was no collusion between himself and anybody else in town. Mr. Shuttleworth stated that the by-law reference that was made was an error, and there has been nothing inappropriate done by himself or anyone else.

Ms. Calhoun – stated that Convocation, to celebrate the beginning of the school year was amazing. She felt that it was dynamic, interesting, and drove points home. In addition, Ms. Calhoun stated that the first day of school was wonderful, and at GHS it was due in part to the fact that Mr. Hartling, Mayor Allyn, and all the teachers welcomed students back. Ms. Calhoun also shared that science shows that middle school and high school students should start school later in the day and she would like to discuss this further. Since this would have to be a regional change, Ms. Calhoun suggested that LEARN should take the lead on the issue. Ms. Calhoun also stated that the student packets that parents must fill out are redundant, and she would like to see them available on-line for parents to complete. Mr. Hartling stated that he and Dr. Byars are already discussing putting the forms online for easy access and completion. Ms. Calhoun is glad that Robotics is offered at LMS. Ms. Calhoun gave a reminder about the LEAF October 5th Cocktail Party in the Orchard fundraiser.

IX. Committee and Liaison Reports – Mr. Favry shared that the next Policy Committee is on 9/13/17, the next Town Meeting is on 9/15/17, and the next BoE and Finance Committee meetings are on 9/20/17. Ms. Calhoun volunteered to head sign-ups from the Board to assure representation at school open houses and PTO meetings throughout the school year. Mr. Favry also shared that comments made by BoE members on social media are subject to CT FOIA requirements.

Mr. DiFilippo – Policy Committee – The next meeting is on 9/13/17 and the committee will be looking at the CABA results of the review conducted of BoE policies and bylaws. Mr. DiFilippo shared that 85% of items reviewed were deemed appropriate as is, and 55 items need updating due to legal requirements. There are multiple "first reads" scheduled later in the meeting.

Mr. DiFilippo – Strategic Committee – The last meeting was on 8/8/17 and the next meeting will be on 10/11/17 at 5 PM. Mr. Hartling and Dr. Byars will be presenting, later in the evening, the Theories of Action and Priorities, which had been presented at and approved by the Strategic Planning committee during the August meeting.

Mr. Shuttleworth – PMBC – Met twice in August with financial updates from O & G, and Silver Petrocelli. Both school projects are moving along and a big equipment package is being prepared and will go to PMBC then to BoE and then to

the State for approval. Mr. Shuttleworth also shared that the JWL asbestos abatement was complete as well as the LHS oil tank replacement.

Mr. Shuttleworth – Facilities Committee – Met on 8/28/17 and there was a tremendous list of summer work that was completed. Mr. Shuttleworth thanked Mr. Kilpatrick III and his team for outstanding work. Mr. Shuttleworth also reported that at the 8/28 meeting there was a discussion regarding the role of Facilities which can be viewed in the minutes from that same date. The Committee next meets on 9/25/17 at 7 PM. Mr. Favry gave kudos to Mr. Kilpatrick III for all the work that was done over the summer and to get the schools ready for opening day.

Mr. Brawner – Finance Committee – was supposed to meet tonight to settle final transfers, but there are still purchase orders outstanding, so the meeting was canceled. The Committee will meet on 9/20/17 to settle the 2016/17 budget.

Mr. Brawner – Negotiations Committee – currently meeting with the Administrator's and there have been very cooperative, productive meetings.

X. Business Manager's Report – Mr. Lathrop presented the fiscal year's report (**see attached**), including a Staffing Analysis (**see attached**) which shows an approximately \$75,000 surplus, which would be deposited in the CNR fund. Mr. Lathrop stated that the accounts will be closed with the Town on 9/15/17 in time for the BoE meeting on 9/20/17 and at that time spending plan transfers will be presented.

XI. Approval of Minutes

– July 19, 2017, Regular Meeting

Motion: made by Mr. Favry and seconded by Mr. Brawner to accept the minutes as submitted.

Motion passed 9-0.

XII. Communications and Correspondence – None to report.

XIII. Information Items

A. Results of Student Survey on Chromebook Use – Mr. Mercier reported on the results of the student survey on Chromebook use (**see attached**). Mr. Mercier shared that the survey was completed by 6th and 8th graders and was overall positive. There was discussion regarding student orientation when they receive the Chromebooks (teachers do that), that a new Computer Science class was added at LHS as part of Project Lead the Way, and that use of the Chromebooks will also be helpful in other classes such as Biology and Math.

B. Chromebook Self-Insurance Program Evolution – John Mercier discussed the option of a fee-based protection plan available to students in Grades 6-9. This is a change from the 3rd party insurance provider used during the initial year. Mr. Mercier presented a copy of the form (**see attached**) parents can access online to get Chromebook damage coverage for a \$20 fee. It was discussed that it would be great if all forms that parents must fill out were online for easy accessibility. Also, Dr. Byars stated that students are discouraged from bringing their own devices for several reasons, but the main one being concern regarding secure servers for testing.

C. New K-2 Report Card Format – Dr. Byars presented the new report card format (**see attached**) for grades 3-5 this year (K-2 was introduced last year). There have been major changes regarding the grading key and adding a level of "E – Exceeds grade level standards," which would be used only if a student is working at the next grade level or higher. The new format is more streamlined and reflects the new Science and Social Studies standards. Also, all teacher comments will be in one place, rather than after each subject report.

D. Color boards for new buildings – Mr. Hartling shared the color schemes for the new school projects. Mr. Hartling reported that there will be different layouts for each school, bathrooms, lobbies and corridors. The boards were lent by the architects and needed to be returned as soon as possible, however there was a discussion around seeing if the architects would allow them to remain on loan through the scheduled open houses (so parents can see them). Mr. Hartling was following up on this.

E. Update on Summer Maintenance Work – Mr. Kilpatrick III shared an update regarding all the summer maintenance work that was completed (**see attached**). Mr. Kilpatrick III stated that there were 30 jobs, 45 days, and the results speak for themselves, as seen in the pictures presented. It was mentioned, for clarification, LHS does not have a new gymnasium floor it was just refinished.

XIV. Unfinished Business

A. Discussion and Possible Action on Bylaw 9325 Meeting Conduct

This Bylaw was sent back to committee to further alter language for time allotments for persons wishing to address the Board. The changes clearly state a three-minute time limit for a total of 30 minutes for public comment. Further revision ensures larger groups with multiple topics are adequately heard.

Mr. Brawner suggested a change in the fourth paragraph of Bylaw 9325 to read 30 minutes instead of ½ hour.

Motion: Made by Mr. DiFilippo and seconded by Ms. Vajdos to accept Bylaw 9325 with the above change.

Motion passed 9-0.

XV. New Business – Discussion and Possible Action

A. District Strategic Plan/Theories of Action and Priorities – Mr. Hartling and Dr. Byars presented The Framework for the District Strategic Plan/Theories of Action and Priorities (**see attached**). A big “thank you” was given to Ms. Marie Utz, “Power School Goddess” for all she did to get this presentation prepared.

Motion: Made by Mr. Favry and seconded by Mr. Brawner to accept the District Strategic Plan/Theories of Action and Priorities as presented by Mr. Hartling and Dr. Byars.

Motion passed 9-0.

B. First Reading 3542.2 Charging School Meals – Mr. DiFilippo presented Policy 3542.2 Charging School Meals for a first read.

Overview: This policy is to ensure that each child attending LPS has access to healthy and nutritious school meals if they are without funds. It also protects the district from excess financial liability due to excessive charging.

Recommendation: District personnel to notify principals if they suspect a student’s family is facing financial hardship; charging limitations and repayment requirements.

C. First Reading 1330 Use of School Facilities – Mr. DiFilippo presented Policy 1330 Use of School Facilities for a first reading.

Overview: Making school facilities available for community use.

Recommendations: Allowing service animals on school grounds; fees and submission of facility use requests.

D. First Reading 0000 Statement of Purpose – Mr. DiFilippo presented Policy 0000 Statement of Purpose for a first read.

Overview: Places the vision statement into Board Policy

Recommendation: The policy has been edited to align with Board approved Vision Statement

E. First Reading 4120 Video Surveillance – Mr. DiFilippo presented Policy 4120 Video Surveillance for a first read.

Overview: Electronic surveillance rules in monitoring activity of school property.

Recommendation: A hold harmless clause was added the guidelines as well as access and viewing conditions.

XVI. Adjournment

Motion: made by Mr. Shuttleworth and seconded by Ms. Calhoun to adjourn at 9:20 PM.

Motion passed 9-0.

Respectfully Submitted,

**Kevin DiFilippo
BoE Vice Chair**