



## Board of Education Regular Meeting

March 07, 2016 7:30 PM  
Board Meeting Room  
Administrative Offices  
137-B Glenwood Road  
Clinton, CT 06413

### Attendance Taken at 7:34 PM:

#### Present Board Members:

Kim Buckley  
Peter Giannotti  
Dr. Mike Giordano  
Annaliese Spaziano  
Doug Traynor  
Lois Ruggiero  
Sandra Luke

### 1. Opening Exercises

#### 1.A. Roll call

#### 1.B. Pledge of Allegiance

### 2. Public participation/recognition

Discussion:

No public participation.

### 3. Minutes - Approval

**Motion Passed:** To approve the minutes of the regular meeting of February 10, 2016, passed with a motion by Lois Ruggiero and a second by Kim Buckley.

#### 5 Yeas - 0 Nays - 2 Abstained.

Kim Buckley	Yes
Peter Giannotti	Abstain
Dr. Mike Giordano	Abstain
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

**Motion Passed:** To approve the minutes of the regular meeting of February 1, 2016, passed with a motion by Dr. Mike Giordano and a second by Doug Traynor.

#### 7 Yeas - 0 Nays.

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

#### **4. Communications**

Discussion:

Eliot teacher Mrs. Hagewood invited all Board members to attend the 8th grade field trip to Newport, RI on Friday, March 11, 2016. Any Board member interested in attending should contact Mrs. Hagewood.

#### **5. Report of Student Representatives**

Discussion:

L. Harden and M. Van Ness shared information about a variety of activities happening at Morgan. These included the winter formal, job shadow opportunities, Dress for Less fundraiser for the Junior Class, the new Husky Leadership program, and information about the in-school SAT that was taken by the Junior Class on March 2nd.

#### **6. Administrative Reports**

##### **6.A. Administrators, Program Directors and Teachers**

###### **6.A.1. General Update**

##### **6.B. Assistant Superintendent's Report**

###### **6.B.1. State Accountability update**

Discussion:

M. O'Donnell provided information about the new CT State Accountability System that moves beyond assessment scores, and includes a broader set of District Indicators to measure district and school progress. The twelve indicators are: Academic Achievement status measured by state assessments, Academic Growth, Assessment participation rate, Chronic absenteeism, Preparation for post-secondary and career readiness -- coursework, Preparation for postsecondary and career readiness --exams, Graduation -- on track in 9th grade, Graduation -- four year adjusted cohort graduation rate -- all students, Graduation -- six year adjusted cohort graduation rate -- high needs, Postsecondary entrance rate -- all students (college enrollment), Physical fitness, and Arts access. These indicators are considered together and points are awarded to schools and districts based on performance. The total calculation will be considered in the accountability reporting. One new factor is a grouping of high needs students and examination of their performance. M. O'Donnell will be providing a report to the Board at a future meeting to share out the District and School results for Clinton.

###### **6.B.2. General Update**

Discussion:

M. O'Donnell shared that Kate Madura, K-5 Math Coach, has been selected to present at the National Council of Math Teachers' 2016 Annual Conference on Thursday, April 14th. She will be co-presenting with colleagues from Lyme-Old Lyme and Old Saybrook. The title of the session is "Making Mathematicians: Daily Routines That Build Number Sense."

M. O'Donnell also informed the Board that Morgan AP Environmental Science students from Mrs. Lisy's class have been conducting research projects locally and will be presenting their research at the ECE Marine Science Symposium at UCONN Avery Point on May 25th. In addition, Mrs. Lisy's Anatomy class, along with Mr. Luther's AP Biology class will be visiting the University of Bridgeport's Anatomy Lab and the cadaver lab, and are discussing ongoing collaboration initiatives between the Morgan School and the University Health Sciences and Med Lab Science programs.

## **6.C. Business Manager's Report**

### **6.C.1. Sungard Implementation Update**

Discussion:

C. Dickey provided information about the Sungard Financial Software Implementation. Training will be happening in district from March 15th through the 18th. Preparation work has been done, and the training will include exploring the system components, setting security and access levels, and learning to use the system.

### **6.C.2. Process/Procedures update**

Discussion:

C. Dickey gave an overview of the ongoing work in the Business Office. This includes processes for requisitions, purchase orders, encumbrances, receipt of goods, and payment of invoices. The Business Office is streamlining and ensuring efficiency, uniformity, and appropriate accountability for all departments. Other areas of focus are with the new Smart Start Grants and establishing appropriate protocols and processes for managing the grant within the district and according to state requirements. Benefit work is also ongoing in the areas of Health reporting, pension review and updating, life insurance monitoring and management, as well as Workers Compensation benefits processing and overview for compliance. C. Dickey also shared the ongoing work related to Student Activity accounts and the mid-year review that is taking place. Finally, C. Dickey reported that she has been examining district postage options and consolidation of services through Pitney Bowes with the intent to realize cost savings and to better monitor postage use.

### **6.C.3. General Update**

## **6.D. Clinton Celebrates and Monthly Reports**

Discussion:

J. Cross encouraged the Board to read the Clinton Celebrates from each school and highlighted several events such as the 100-Day Celebration at Joel, the Joel CAS Arts Award winners Paige Monty and Isabella Lee, the Pierson CAS Arts Award winners Luke Gagliardi and Eve Gardner, and the upcoming Pasta Night at Eliot on Thursday, March 10th.

## **7. Superintendent's Report**

### **7.A. Board of Finance memo regarding Public Act No. 13-60**

Discussion:

J. Cross reviewed the memo with the Board and preparation of a response was discussed. A Budget and Finance Subcommittee meeting will be held on March 9th at 5:30 p.m. to discuss the recommendations in the Board of Finance memo and to prepare a response.

### **7.B. The new Morgan School update**

Discussion:

J. Cross reported on progress related to the New Morgan School. Current committee work is focused on the moving process, a time capsule, and the ribbon cutting ceremony. The Ribbon Cutting is scheduled for August 28, 2016, from 2:00 p.m. to 5:00 p.m.

### **7.C. Principal of the Year finalist**

Discussion:

Pierson Elementary School Principal Angela Guarascio has been selected as a finalist for the National Distinguished Principal Award, and a site visit will be conducted on Monday, March 28, 2016. Any Board member who will be available to meet with the visiting committee between 9:00 a.m. and 10:00 a.m. should contact J. Cross.

**7.D. General Update**  
**7.E. Upcoming Events**

**8. Acceptance of Completion of Building Project No. 027-0062 A/EC Eliot Window Wall**

Discussion:

D. Traynor inquired about the completion of the project and the apparent delay in taking this motion. J. Cross explained that the State of Connecticut conducts a review process on all projects to determine reimbursable amounts, and that this review was just recently finished.

**Motion Passed:** To accept Building Project No. 027--0062 A/EC as being complete and to direct the Superintendent and his staff to pursue the eligible reimbursement from the State of Connecticut and to notify the First Selectman of this action passed with a motion by Kim Buckley and a second by Lois Ruggiero.

**7 Yeas - 0 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

**9. Appointment of Superintendent Search Committee**

Discussion:

The Board set up a time to convene and discuss the search process. A. Spaziano asked Board of Education members to send any specific questions they may have about this process to her for review prior to the meeting. The Search committee will convene on March 15th at 5:30 p.m.

**Motion Passed:** To appoint the Clinton Board of Education as the Superintendent Search Committee passed with a motion by Dr. Mike Giordano and a second by Doug Traynor.

**7 Yeas - 0 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

**10. Personnel Items**

**10.A. Resignations/Retirement/Termination**

**10.A.1. Classified Resignation - Barbara Davis**

**Motion Passed:** To accept the resignation of Barbara Davis effective January 27, 2016 passed with a motion by Kim Buckley and a second by Sandra Luke.

**7 Yeas - 0 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

**10.A.2. Certified Resignation - Tara Gallagher**

Discussion:

K. Buckley posed a question about the timing of the resignation and J. Cross shared with the Board of Education that the transition process for students is being addressed.

**Motion Passed:** To accept the resignation of Tara Gallagher effective March 18, 2016 passed with a motion by Lois Ruggiero and a second by Doug Traynor.

**7 Yeas - 0 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

**10.A.3. Certified Resignation - Jill Hartenstein**

**Motion Passed:** To accept the resignation of Jill Hartenstein effective immediately. passed with a motion by Kim Buckley and a second by Lois Ruggiero.

**7 Yeas - 0 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

**10.B. Appointments (Certificated, Classified, Extra Duty)**

**10.B.1. Appointment of Classified Staff - Mary Morgan**

Discussion:

D. Traynor suggested that the Board of Education should table this appointment until they could discuss the memo from the Board of Finance at the next Budget and Finance Subcommittee meeting.

**Motion Passed:** To approve the appointment of Mary Morgan as the Payroll Clerk for the school district effective TBD passed with a motion by Dr. Mike Giordano and a second by Kim Buckley.

**6 Yeas - 1 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	No
Lois Ruggiero	Yes
Sandra Luke	Yes

**10.B.2. Appointment of Classified Staff - Melissa Allen**

**Motion Passed:** To approve the appointment of Melissa Allen to the position of Special Services Office Secretary effective March 14, 2016 passed with a motion by Kim Buckley and a second by Lois Ruggiero.

**6 Yeas - 1 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	No
Lois Ruggiero	Yes
Sandra Luke	Yes

**10.B.3. Appointment of Classified Staff - Kevin Spedding**

**Motion Passed:** To approve the appointment of Kevin Spedding to the position of math paraprofessional assigned to Jared Eliot School passed with a motion by Kim Buckley and a second by Dr. Mike Giordano.

**7 Yeas - 0 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

**10.B.4. Appointment of Extra Duty Staff - Jared Stevens**

**Motion Passed:** To approve the appointment of Jared Stevens as Assistant Indoor Track Coach for the 2015-16 season passed with a motion by Kim Buckley and a second by Sandra Luke.

**7 Yeas - 0 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

**10.B.5. Appointment of Extra Duty Staff - Alyssa Bannon**

**Motion Passed:** To approve the appointment of Alyssa Bannon as Assistant Indoor Track Coach for the 2015-16 season passed with a motion by Kim Buckley and a second by Dr. Mike Giordano.

**7 Yeas - 0 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

**10.C. Transfers**

**10.D. Information**

**11. Non-Renewal of Non-tenured Certified Staff**

Discussion:

A question was raised about how resignations or retirements might impact this process and how and when teachers would be notified of a recall. J. Cross stated that we would attempt to notify as soon as we could be sure of an available position.

**Motion Passed:** Moved that the contract of employment of Terese McDermott, Bethany Jacobs, Laura Peterson, Amanda Fairbanks, Ashley Mirabile, and Cathy Baldwin not be renewed for the following year upon its expiration at the end of the 2015-2016 school year and that the Superintendent of Schools is directed to advise such persons in writing of this action passed with a motion by Kim Buckley and a second by Peter Giannotti.

**7 Yeas - 0 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

## **12. Reports**

### **12.A. Board of Education Subcommittees and Special Committees**

#### **12.A.1. Budget & Finance Subcommittee**

#### **12.A.2. Buildings & Grounds Subcommittee**

#### **12.A.3. Instruction Subcommittee**

#### **12.A.4. LEARN**

#### **12.A.5. Policy Subcommittee**

#### **12.A.6. Public Relations Subcommittee**

#### Discussion:

The Citizen's Guide needs to be distributed prior to the Public Hearing on the budget, which is on April 13, 2016. A Public Relations Subcommittee meeting will be held on March 16th at 6:00 p.m.

#### **12.A.7. School Nutrition Subcommittee**

#### **12.A.8. Technology Subcommittee**

### **12.B. Town of Clinton Committees**

#### **12.B.1. Capital Expenditure Committee**

#### **12.B.2. Morgan Building Committee**

#### **12.B.3. Cable Advisory Committee**

#### **12.B.4. OPEB - Other Post-Employment Benefits Board of Trustees**

#### **12.B.5. Audit Selection Committee**

#### Discussion:

M. Giordano reported that there were three auditors interviewed and the committee made a selection and has forwarded that selection to the Board of Finance for approval.

## **13. Financial Items**

### **13.A. Bills Payable**

#### Discussion:

D. Traynor inquired about the Tuition line item being overexpended. J. Cross indicated overages were due to increased numbers of students attending magnet and vo-ag programs.

**14. Adjournment**

**Motion Passed:** To adjourn at 8:59 p.m. passed with a motion by Kim Buckley and a second by Lois Ruggiero.

**7 Yeas - 0 Nays.**

Kim Buckley	Yes
Peter Giannotti	Yes
Dr. Mike Giordano	Yes
Annaliese Spaziano	Yes
Doug Traynor	Yes
Lois Ruggiero	Yes
Sandra Luke	Yes

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Kimberly Buckley, Board Secretary

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Maryann O'Donnell, Board Recorder