



## Board of Education Regular Meeting

September 06, 2016 7:00 PM

Board Meeting Room

Administrative Offices

137-B Glenwood Road

Clinton, CT 06413

### Attendance Taken at 7:41 PM:

#### Present Board Members:

Annaliese Spaziano

Peter Giannotti

Sandra Luke

Lois Ruggiero

Doug Traynor

Erica Gelven

Todd Pozefsky

#### Updated Attendance:

Erica Gelven was updated to absent at: 9:41 PM

Doug Traynor was updated to absent at: 8:15 PM

### 1. EXECUTIVE SESSION - 7:00 - 7:30 PM

Discussion:

C. Dickey was invited to attend the session at 7:25 p.m.

**Motion Passed:** To enter into Executive Session at 7:03 p.m. for the purpose of discussion related to the 2016-17 contracts for the school business administrator and the director of information technology passed with a motion by Lois Ruggiero and a second by Erica Gelven.

#### **7 Yeas - 0 Nays.**

Annaliese Spaziano Yes

Peter Giannotti Yes

Sandra Luke Yes

Lois Ruggiero Yes

Doug Traynor Yes

Erica Gelven Yes

Todd Pozefsky Yes

**Motion Passed:** To exit from Executive Session at 7:30 p.m. passed with a motion by Lois Ruggiero and a second by Erica Gelven.

#### **7 Yeas - 0 Nays.**

Annaliese Spaziano Yes

Peter Giannotti Yes

Sandra Luke Yes

Lois Ruggiero Yes

Doug Traynor Yes

Erica Gelven Yes

Todd Pozefsky Yes

## **2. Opening Exercises**

### **2.A. Roll call**

Discussion:

In addition to the Board, Superintendent Maryann O'Donnell, Assistant Superintendent Marco Famiglietti, and Business Manager Carolyn Dickey were present. Also in attendance was student representative Lindsay Harden.

### **2.B. Pledge of Allegiance**

Discussion:

All stood for the Pledge of Allegiance.

## **3. Public participation/recognition**

Discussion:

Martina Jakober, a police officer in Guilford, whose husband is a Clinton police officer, encouraged the Board to support the Chris Herren project. She fully supports the project and the community's effort and hopes the Board will join in helping to fund it.

## **4. Minutes - Approval - Meeting of August 15, 2016**

**Motion Passed:** To approve the minutes of the regular meeting of August 15, 2016, passed with a motion by Sandra Luke and a second by Todd Pozefsky.

### **7 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Yes
Erica Gelven	Yes
Todd Pozefsky	Yes

## **5. Communications**

Discussion:

None.

## **6. Celebration of Tenure 2016 and Introduction of Clinton's Teacher of the Year and the Classified Employee of the Year**

Discussion:

Mrs. O'Donnell recognized the 20 certified staff achieving tenure this year. On behalf of the Board, A. Spaziano thanked the honorees for their time, energy, and commitment to what is in the best interest of the students.

Also recognized were the 2015-16 Classified Employee of the Year, Sondra Fritz, and the 2016-17 Teacher of the Year, Dana Skidmore. Mrs. Skidmore gave the speech that she wrote for this year's convocation. Mrs. Skidmore will also be honored at the state level.

### **6.A. Report of Student Representatives**

Discussion:

The first week in the new school has been exciting. Feedback regarding STEP was very good. National Honor Society induction applications were sent on September 6th. The Board praised the student body for all its efforts to make the opening of the new Morgan such a success.

**Motion Passed:** To add "Report of Student Representatives" to the agenda as Item #6A passed with a motion by Lois Ruggiero and a second by Sandra Luke.

### **7 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Yes
Erica Gelven	Yes
Todd Pozefsky	Yes

## **7. Administrative Reports**

Discussion:

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

#### **7.A.1. Summer School 2016 - Kelly Enoch, Director of Special Services**

Discussion:

Kelly Enoch, Special Services Director, presented on the extended school year (ESY) program. She provided an outline of students who received services this summer, the skills that were targeted, and the purpose of the program.

## **7.A.2. General Update**

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

### **7.B.1. General Update - including:**

**Teacher Evaluation Update;**

**New Teacher Orientation;**

**Morgan School Opening Week Logistics; and**

**Preparations for Smarter Balanced Assessment review**

Discussion:

M. Famiglietti spoke about how the teacher evaluation process has been streamlined and condensed. The teachers have responded favorably.

On August 22nd, New Teacher Orientation was held and included discussion regarding professional responsibility, TEAM modules, and code of ethics.

State standardized testing results were released on September 5th. The information will be disaggregated to the schools and presented to the Board on September 19th.

Having spent a lot of time at the high school during the first week, Mr. Famiglietti commended the administration on all the efforts to ensure a successful opening. Mrs. O'Donnell expressed her gratitude for the efforts of Mr. Famiglietti.

The Superintendent also explained why the changes to the teacher evaluation process do not have to be approved by the state; the changes are technical, not substantive.

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

### **7.C.1. General Update**

Discussion:

The business office has wrapped up end-of-year reporting for 15-16. C. Dickey's focus now turns to the budget.

She provided a status update on SunGard. The sequence will be a parallel run in the fall, a second parallel run in December, and then go live in January 2017.

L. Ruggiero had questions regarding training. C. Dickey assured her that sufficient training has been and will be provided, and that people who are using the current system will be able to replicate their jobs in the new system in a more streamlined manner.

## **8. Superintendent's Report**

### **8.A. Opening Day and Convocation update**

Discussion:

Reporting on convocation, opening a new school, and the first day of school, the Superintendent gave kudos to the administrative team, as well as the technology and maintenance departments for a very smooth opening and incredible teamwork.

The New Morgan: She praised the hard work of everyone from students to community members. It was estimated that over a thousand people attended the ribbon cutting and open house.

Convocation: Her message to staff was built around welcoming the staff, reflecting on work that has been done, refocusing on our purpose, and focusing on where we are heading. The Teacher of the Year, Dana Skidmore, was also honored at convocation.

## **8.B. Enrollment update**

Discussion:

As of September 6, enrollment is 1,793, right on the projected numbers. October 1st is the state's snapshot date upon which budgeting is determined.

## **8.C. District Goals**

Discussion:

Draft goals were attached to the Board packet for the Board's review. The next step is to go back to the school goals to make sure they are aligned with the approved district goals and then develop an action plan. Then results need to be measured and reported back to the Board.

Questions and discussion revolved around health curriculum, social studies curriculum renewal this year, and measuring progress towards the goals as it relates to student achievement.

## **8.D. CABA - CAPSS Convention - November 18, 2016 - Mystic Marriott**

Discussion:

Board members were invited to the November 18th convention. If interested, contact Marie Lane.

## **8.E. General Update**

### **9. Reports**

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

##### **9.A.1. Budget & Finance/Negotiations Subcommittee (D. Traynor, Annaliese Spaziano, Todd Pozefsky, Lois Ruggiero)**

Discussion:

The committee met earlier in the day to set the schedule for fall meetings. That information will be disseminated. Health insurance, utilities, and other key budget drivers will provide the foundation for January's budget presentation.

##### **9.A.2. Buildings & Grounds Subcommittee (Lois Ruggiero, Annaliese Spaziano, Doug Traynor)**

Discussion:

The committee met on August 31st to review the one year plan and the ten-year plan. At the September 7th meeting, F. Rossi will provide an overview highlighting security issues. The committee will also speak to the CEC to make sure there are no surprises as we move forward.

##### **9.A.3. Instruction Subcommittee (Annaliese Spaziano, Peter Giannotti, Sandy Luke, Erica Gelven)**

##### **9.A.4. LEARN (Doug Traynor is the BOE Liaison to LEARN)**

##### **9.A.5. Policy Subcommittee (Peter Giannotti, Sandy Luke, Lois Ruggiero, Erica Gelven, Doug Traynor)**

##### **9.A.6. Public Relations Subcommittee (Sandy Luke, Erica Gelven, Todd Pozefsky)**

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

##### **9.A.8. Technology Subcommittee (Lois Ruggiero, Peter Giannotti, Annaliese Spaziano)**

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

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

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

Discussion:

The committee will next meet on September 8th at 6:15 p.m. There is still some ongoing monitoring of the punch list and unfinished projects.

**9.B.3. OPEB - Other Post-Employment Benefits Board of Trustees**

Discussion:

D. Traynor and A. Spaziano met with the Town OPEB committee. C. Dickey has the report for the Board of Education OPEB obligations. We have health insurance obligations to cover those teachers hired before 1989. Milliman will come in on October 3rd to answer any questions the Board may have.

**10. Personnel Items**

**10.A. Approval of 2016-17 Employment Contracts for Central Office Non-Union Administrators**

**Motion Passed:** To approve the amendment of the contract of Carolyn Dickey, School Business Administrator, as follows: Term to be extended to July 1, 2016, through June 30, 2019, the compensation to increase by 2.5% over the current base salary which would be distributed between salary and/or annuity; and the insurance premium cost share would increase to 20%, passed with a motion by Lois Ruggiero and a second by Sandra Luke.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes

**Motion Passed:** To approve the amendment of the contract of Frank Rossi, Director of Information Technology, as follows: Term to be extended to July 1, 2016, through June 30, 2019, the compensation to increase by 2.5% over the current base salary which would be distributed between salary and/or annuity; and the insurance premium cost share would increase to 20%, passed with a motion by Lois Ruggiero and a second by Sandra Luke.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes

**10.B. Resignations/Retirement/Termination**

**10.B.1. Resignation of Classified Staff - Patrick Quinn**

**Motion Passed:** To accept the resignation of Patrick Quinn effective immediately passed with a motion by Peter Giannotti and a second by Todd Pozefsky.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes

**10.B.2. Resignation of Classified Staff - Kevin Spedding**

**Motion Passed:** To accept the resignation of Kevin Spedding effective immediately passed with a motion by Sandra Luke and a second by Lois Ruggiero.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes

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

**10.C.1. Appointment of Certified Staff - Kristin Magnano**

**Motion Passed:** To approve the appointment of Kristin Magnano to a certified position effective for the 2016-17 school year passed with a motion by Peter Giannotti and a second by Sandra Luke.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes

**10.C.2. Appointment of Certified Staff - Heidi Hayes**

**Motion Passed:** To approve the appointment of Heidi Hayes to a certified position effective for the 2016-17 school year passed with a motion by Sandra Luke and a second by Peter Giannotti.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes

**10.C.3. Appointment of Classified Staff - Damaris Rios**

**Motion Passed:** To approve the appointment of Damaris Rios to a classified position effective for the 2016-17 school year passed with a motion by Lois Ruggiero and a second by Peter Giannotti.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes

**10.C.4. Appointment of Extra-duty staff - Ray Smith**

**Motion Passed:** To approve the appointment of Ray Smith as Audio-Visual Coordinator and Program Chair of the Fine Arts Department for the 2016-17 school year passed with a motion by Peter Giannotti and a second by Sandra Luke.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes

**10.C.5. Appointment of Extra-duty staff - Corey Zdunczyk**

**Motion Passed:** To approve the appointment of Corey Zdunczyk to an extra-duty position effective for the 2016-17 school year passed with a motion by Sandra Luke and a second by Peter Giannotti.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes

**10.D. Transfers**

**10.E. Information**

**11. Policy Updates and Revisions - second reading**

**Motion Passed:** To approve revised Policy 1330 - Use of School Facilities - as presented passed with a motion by Peter Giannotti and a second by Sandra Luke.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes

**Motion Passed:** To approve revised Policy 3515 - Facilities Use - as presented passed with a motion by Peter Giannotti and a second by Todd Pozefsky.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes

**12. Financial Items**

**12.A. Bills Payable - FY 2015-16 and FY 2016-17**

**13. Adjournment**

**Motion Passed:** To adjourn at 10:08 p.m. passed with a motion by Sandra Luke and a second by Lois Ruggiero.

**5 Yeas - 0 Nays.**

Annaliese Spaziano	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Lois Ruggiero	Yes
Doug Traynor	Absent
Erica Gelven	Absent
Todd Pozefsky	Yes



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Sandy Luke, Board Secretary



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Allison Friday, Board Recorder