



## Board of Education Regular Meeting

May 07, 2018 7:30 PM  
Board Meeting Room  
Administrative Offices  
137-B Glenwood Road  
Clinton, CT 06413

### Attendance Taken at 7:30 PM:

#### Present Board Members:

Lois Ruggiero  
Erica Gelven  
Peter Giannotti  
Sandra Luke  
Kimberly Russo

#### Absent Board Members:

Doug Traynor

#### Updated Attendance:

Sandra Luke was updated to present at: 7:42 PM

### 1. Opening Exercises

#### 1.A. Roll call

##### Discussion:

Also in attendance were Superintendent O'Donnell, Assistant Superintendent Marco Famiglietti, Business Manager Carolyn Dickey, and student representatives Olivia Silver, Brett Martin, and Kayla Pellegrini.

#### 1.B. Pledge of Allegiance

##### Discussion:

All stood for the pledge.

### 2. Public participation/recognition

##### Discussion:

No public participation.

### 3. Minutes - Approval

#### 3.A. Regular Meeting of April 2, 2018

**Motion Passed:** To approve the minutes of the regular meeting of April 2, 2018, passed with a motion by Lois Ruggiero and a second by Kimberly Russo.

#### 5 Yeas - 0 Nays.

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

### **3.B. Special Meeting of April 11, 2018**

**Motion Passed:** To approve the minutes of the special meeting of April 11, 2018, passed with a motion by Lois Ruggiero and a second by Peter Giannotti.

#### **5 Yeas - 0 Nays.**

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

### **3.C. Special Meeting of April 25, 2018**

**Motion Passed:** To approve the minutes of the special meeting of April 25, 2018, passed with a motion by Lois Ruggiero and a second by Kimberly Russo.

#### **5 Yeas - 0 Nays.**

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

## **4. Communications**

#### **Discussion:**

All Board members were invited to the Eliot promotion, scheduled to take place on June 19, 2018 at 6:30 p.m. at Morgan.

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

#### **Discussion:**

The student representatives reported on end-of-the-year activities including a physics field trip to Lake Compounce, the Morgan choir joining voices with East of the River choir for a few songs, and junior prom at Waters Edge on May 18th.

The senior prom will take place at Fantasia in North Haven on May 25th.

A large number of students will be running for officer positions in this year's special election on May 29th. In honor of Teacher Appreciation Week, the student council will be hosting a faculty breakfast. The Husky leaders are close to finishing their legacy projects. A Humanities field trip to New Haven to study architecture is scheduled for May 23rd.

## 6. Approval of Foreign Exchange Student

Discussion:

The Superintendent provided information regarding a request for an exchange student and the program associated with the request. The acceptance of the student will not be finalized until all paperwork is complete and approved. The student will be entering the 10th grade.

**Motion Passed:** To approve the enrollment of student Dahun Lee from South Korea as part of the International Student Exchange Program as allowable under Board regulation 5118 passed with a motion by Lois Ruggiero and a second by Kimberly Russo.

### 5 Yeas - 0 Nays.

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

## 7. Administrative Reports

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

#### 7.A.1. General Update

Discussion:

No report.

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

#### 7.B.1. General Update

Discussion:

The second week of Smarter Balanced testing is ongoing at Joel, Pierson, and Eliot. At Eliot, the students are using Chromebooks successfully. This has helped in two ways, reducing the amount of testing time and familiarizing students with Chromebooks. The 6th and 7th graders have three testing sessions each; the 8th graders have four sessions as they must take the Next Generation Science Standards (NGSS) assessment as well.

Through a student enrichment grant, the district was able to purchase rights to CREC's Next Generation Science Curriculum Consortium for units in grades K-9 which will be ready to launch for the 2018-19 school year. The science curriculum renewal team is prepping the new science units and piloting a new math program. Preliminary work began this spring.

The district website redesign and transition is in progress. The survey of staff and parents has received a large number of responses which will assist in the redesign.

Mr. Famiglietti affirmed the success of April student field trips to Spain and Scotland. He expressed his pride in the students as ambassadors of Clinton and the United States, and thanked Morgan teachers for their successful trip planning and execution.

Discussion followed regarding the NGSS curriculum which consists of 3-4 bundles per grade. Grades 6-8 are participating fully. The elementary schools will work on at least 2 bundles. Biology, chemistry and physics have not been finalized by the consortium.

Regarding Smarter Balanced testing, Mr. Famiglietti reported there are about two to five instances per school of parents refusing to allow their children to participate. He described how the parent requests are handled by administration.

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

### **7.C.1. Update on Current Year Budget**

#### Discussion:

The variance report has been completed through April. End-of-year funds should be about 0.5% to 1%. Most expenditures are running as budgeted. Some savings are being realized in health insurance and gas/electricity utilities.

Conversely, Ms. Dickey stated that some expenses are increasing: salary costs to cover non-budgeted retirement benefits, and increased spending in maintenance and repairs. Another variance report will be run again in four weeks and then two weeks after that.

### **7.C.2. Capital Request for Extension**

#### Discussion:

Capital expenditure tables for 2016 and 2017 were enclosed in the board packet and each of the items was reviewed. Anything not expended or committed will be returned to the town.

In order to align with the town-established process, Ms. Dickey presented a second table that included a list of items the district would like to request of the Board of Finance to carry the remaining balance forward an additional year.

The request will be shared with the town finance director and then the Board of Finance for approval.

### **7.C.3. Stanton House Lease**

#### Discussion:

M. O'Donnell and C. Dickey have been meeting with the Stanton House's Board of Directors who has requested the reinstatement of an old lease agreement for use of the Stanton House property as part of Pierson's playground. The cost would be \$4,500 per year, negotiated down from the original request of \$5,000.

O'Donnell and Dickey, after evaluating the pros and cons, recommended accepting the lease for a year. The Board did not accept the recommendation at this time and chose to continue to discuss its options.

The history of use and past agreements were discussed as was the pricing, the cost of moving the playground equipment/fence, and the impact on the students.

The Board asked administration to invite Stanton House representatives to the next board meeting.

### **7.C.4. General Update**

#### Discussion:

The business office is in the process of closing out the year's purchase orders, preparing for the end of the fiscal year, and shifting to the state's new accounting structure.

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

### **8.A. School Security Grant**

Discussion:

M. O'Donnell was pleased to announce the district's receipt of a \$165,618 school security grant from the State of Connecticut. The grant reimburses a portion of the approximately \$354,000 already spent on district security for building-entry swipe cards, cameras, and other enhancements.

The town has been notified that it will receive the money and is in the process of outlining procedure and process for receipt of funds into appropriate accounts.

### **8.B. Strategic Planning Survey Results**

Discussion:

The Superintendent provided a synopsis of the parent/staff survey results and was encouraged to report that data shows parents and staff closely aligned on goals which included developing deeper thinking and critical problem-solving skills as well as pride in school culture and climate.

Survey recipients agreed that the three most important things for students were high-quality staff, a quality environment, and rigorous study.

Areas of improvement included increasing computer and STEM opportunities, increasing career readiness, digital literacy and study skills, and increasing communication to all stakeholders.

M. O'Donnell indicated her next steps for developing a fairly refined plan which will be brought to administrators and the Board this summer.

### **8.C. Important Dates**

Discussion:

The annual staff reception will be held on May 23rd. Board members were invited to attend.

At the May 21st board meeting, School Resource Officer Joseph Popovich will be honored for his service, and his replacement, Officer Spencer Mangs, will be welcomed.

The Eliot promotion is scheduled to take place on June 19, 2018, at 6:30 p.m. at Morgan.

Morgan graduation is scheduled for Wednesday, June 20th.

### **8.D. General Update**

Discussion:

Mrs. O'Donnell reported that Special Education Director Kelly Enoch received the honor of being invited/selected to serve as a panel moderator for the 2018 Special Education in CT Summit at UConn on April 24th.

Preschool enrollment numbers are being monitored carefully. It is anticipated that an additional Pre-K special education classroom will need to be added, probably part time. More students are enrolling than can be accommodated with our current staffing. Every effort will be made to accommodate it within the budget. Discussion followed regarding the cost borne by peer-to-peer students in special education Pre-K classrooms and the offset it provides for para and teacher salaries not paid through the regular budget.

## 9. Approval of Transportation Contract

Discussion:

The Superintendent provided a history and update on negotiations regarding a transportation contract with M&J Bus and is bringing it to the Board for entry into a contract.

The 5-year contract rates are below those of surrounding towns and include industry-standard buses, safety features, two-way radios, GPS, cameras, and route-plotting software which will also help with future downsizing.

\$278 per bus/day was budgeted for transportation. The new contract calls for \$266.75 per bus/day and brings the district into the low end of the market spectrum. The cost for athletic transportation has risen over 3% so some parameters/constraints on non-league games may be necessary.

**Motion Passed:** To authorize the Superintendent to enter a five-year contract with M&J Bus, Inc. for student transportation services passed with a motion by Peter Giannotti and a second by Sandra Luke.

### 5 Yeas - 0 Nays.

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

## 10. Reports

### 10.A. Board of Education Subcommittees and Special Committees

#### 10.A.1. Budget & Finance/Negotiations Subcommittee (Erica Gelven, Todd Pozefsky, Lois Ruggiero, Doug Traynor)

Discussion:

The next meeting will be held on May 21, 2018, preceding the full Board meeting.

#### 10.A.2. Buildings & Grounds Subcommittee (Lois Ruggiero, Doug Traynor)

Discussion:

L. Ruggiero provided the subcommittee's plans for cutting \$76K from the CEC. The plans will be provided to the town. Items either cut or moved out to future years included maintenance equipment, seal paint at Pierson, repair of seal stripes at Joel and Pierson, airflow repair for four Eliot classrooms, classroom door refurbishing. These items were deemed by the subcommittee to have the least impact on students.

**Motion Passed:** To make cuts as recommended by the Buildings and Grounds Subcommittee to the CEC budget proposal passed with a motion by Sandra Luke and a second by Peter Giannotti.

### 5 Yeas - 0 Nays.

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

**10.A.3. Instruction Subcommittee (Erica Gelven, Peter Giannotti, Sandy Luke, Kimberly Russo)**

Discussion:  
No report.

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

Discussion:  
No report.

**10.A.5. Policy Subcommittee (Peter Giannotti, Sandy Luke, Lois Ruggiero, Kimberly Russo, Doug Traynor)**

Discussion:  
The next meeting is scheduled for May 24th at 5:30 p.m.

**10.A.6. Public Relations Subcommittee (Sandy Luke, Todd Pozefsky)**

Discussion:  
No report.

**10.A.7. School Nutrition Subcommittee (Erica Gelven, Lois Ruggiero)**

Discussion:  
After meeting with Attorney Ann Littlefield on May 24, 2018, the subcommittee will schedule another meeting.

**10.A.8. Technology Subcommittee (Lois Ruggiero, Peter Giannotti, Kimberly Russo)**

Discussion:  
None.

**10.B. Town of Clinton Committees**

**10.B.1. Capital Expenditure Committee**

Discussion:  
About \$30K will be required for a study of the pipes at Eliot. More conversation is needed around process and next steps. An update will be provided on May 21st to get the scope of work and cost estimates.

**10.B.2. Morgan Building Committee**

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

Discussion:  
Subcommittee has not heard from the OPEB representative to date.

**11. Field Trip Update**

Discussion:  
No report.

## 12. Executive Session for the Purpose of Discussion Concerning a Confidential Personnel Matter

Discussion:

The Board came out of Executive Session at 9:25 p.m.

**Motion Passed:** To enter into Executive Session at 9:16 p.m. and invite the Superintendent for the purpose of discussing a confidential personnel matter passed with a motion by Lois Ruggiero and a second by Sandra Luke.

### 5 Yeas - 0 Nays.

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

## 13. Personnel Items

Discussion:

### 13.A. Resignations/Retirement/Termination

#### 13.A.1. Resignation of Certified Staff - Science Teacher at Morgan

**Motion Passed:** To accept the resignation of Colleen Whittel as Science Teacher at Morgan effective June 30, 2018, passed with a motion by Sandra Luke and a second by Peter Giannotti.

### 5 Yeas - 0 Nays.

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

#### 13.A.2. Resignation of Certified Staff - English Teacher at Morgan

**Motion Passed:** To accept the resignation of Ashley Felice as English Teacher at Morgan effective June 30, 2018, passed with a motion by Lois Ruggiero and a second by Sandra Luke.

### 5 Yeas - 0 Nays.

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes



**13.A.3. Resignation of Certified Staff - Health Teacher at Eliot**

**Motion Passed:** To accept the resignation of Michael BonTempo, Jr. effective April 30, 2018, with warm thoughts and best wishes for health, passed with a motion by Sandra Luke and a second by Peter Giannotti.

**5 Yeas - 0 Nays.**

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

**13.A.4. Retirement of Certified Staff - Special Education at Pierson**

**Motion Passed:** To accept the retirement of Ms. Jane Allen as Special Education Teacher at Pierson effective June 30, 2018 passed with a motion by Lois Ruggiero and a second by Kimberly Russo.

**5 Yeas - 0 Nays.**

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

**13.A.5. Resignation of Classified Staff - Para-Educator at Pierson**

**Motion Passed:** To accept the resignation of Rebekah Coffey effective June 30, 2018, passed with a motion by Peter Giannotti and a second by Lois Ruggiero.

**5 Yeas - 0 Nays.**

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

**13.A.6. Resignation of Extra-Duty Staff - Assistant Fencing at Morgan**

**Motion Passed:** To accept the resignation of Colleen Mason as Assistant Fencing Coach at Morgan effective January 9, 2018, passed with a motion by Lois Ruggiero and a second by Sandra Luke.

**5 Yeas - 0 Nays.**

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

### 13.A.7. Resignation of Building Substitute at Joel

Discussion:

There are permanent building substitutes at Joel and Pierson. Discussion followed regarding the need for the substitutes and the advantage of having them familiar with the school community they serve. There was a follow-up discussion regarding staff absences.

**Motion Passed:** To accept the resignation of Lauren Jones as Joel building substitute effective April 23, 2018, passed with a motion by Sandra Luke and a second by Peter Giannotti.

#### 5 Yeas - 0 Nays.

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

### 13.A.8. Resignation of Administrative Staff - Assistant Principal at Joel

**Motion Passed:** To accept the resignation of Joseph Macrino as Assistant Principal at Joel effective June 30, 2018, with the board's gratitude and best wishes for his endeavors, passed with a motion by Lois Ruggiero and a second by Peter Giannotti.

#### 5 Yeas - 0 Nays.

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

### 13.B. Appointments (Certificated, Classified, Extra Duty)

#### 13.B.1. Appointment of Classified Staff - Kindergarten Para-Educator at Joel

**Motion Passed:** To approve the appointment of Jill McDonough as a kindergarten para-educator at Joel passed with a motion by Lois Ruggiero and a second by Peter Giannotti.

#### 5 Yeas - 0 Nays.

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

#### 13.B.2. Appointment of Summer School 2018 Staff

Discussion:

L. Ruggiero had a question regarding two different hourly rates for the summer school coordinator. One rate is for program preparation. The other is for program coordination. There are approximately 28-30 students served by the summer school program.

**Motion Passed:** To approve the appointment of summer school staff as presented passed with a motion by Lois Ruggiero and a second by Sandra Luke.

**5 Yeas - 0 Nays.**

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

**13.C. Transfers**

**13.D. Recall of Classified Staff**

**Motion Passed:** To recall Stephanie Kuczma to a para-educator position passed with a motion by Peter Giannotti and a second by Sandra Luke.

**5 Yeas - 0 Nays.**

Doug Traynor	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

**13.E. Information**

**14. Financial Items**

**14.A. Bills Payable**

**15. Adjournment**

**Motion Passed:** To adjourn at 9:43 p.m. passed with a motion by Lois Ruggiero and a second by Sandra Luke.

**5 Yeas - 0 Nays.**

Doug Traynor	Absent
Todd Pozefsky	Absent
Lois Ruggiero	Yes
Erica Gelven	Yes
Peter Giannotti	Yes
Sandra Luke	Yes
Kimberly Russo	Yes

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Sandy Luke, Board Secretary

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Allison Friday, Board Recorder