



## **Board of Education Regular Meeting**

Monday, August 15, 2022 7:00 PM

Board Meeting Room  
Administrative Offices  
137 B Glenwood Road  
Clinton, CT 06413

Attendance Taken at 7:00 PM.

Jason Adler: Present

Erica Gelven: Present

Michael Hornyak: Absent

Peter Nye: Present

Alan Samet: Present

Jack Scherban: Present

Catherine Staunton: Absent

Attendance Update Taken at 7:35 PM.

Jason Adler: Absent

Attendance Update Taken at 7:37 PM.

Jason Adler: Present

### **1. Opening Exercises**

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

Also in attendance were Superintendent Maryann O'Donnell, Assistant Superintendent Marco Famiglietti, and Business Manager Carolyn Dickey. Presenters included Food Services Director Jon Siciliano, Special Services Coordinator Melissa Noyes, and Director of Buildings and Grounds Gonzalo Carrion.

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

All stood for the pledge.

### **2. Public participation/recognition**

There was no public participation.

### **3.Minutes - Approval - Regular Meeting of July 18, 2022**

MOTION: To approve the minutes of the regular meeting of July 18, 2022. Carried with a motion by Peter Nye and a second by Jason Adler.

Jason Adler: Yea  
Erica Gelven: Yea  
Michael Hornyak: Absent  
Peter Nye: Yea  
Alan Samet: Yea  
Jack Scherban: Yea  
Catherine Staunton: Absent  
Yea: 5, Nay: 0, Absent: 2

### **4.Communications**

### **5.Administrative Reports**

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

##### **1.Summer Food Services Report**

J. Siciliano updated the Board on his department's status. In the 21-22 school year, there was a 75% increase in meals served from 2020-21 with a return to in-person instruction. CT has allocated \$30million in American Rescue Plan Act (ARPA) funds and the district will receive \$98,281 to offset the cost of meals for those students who don't qualify for free meals. Once these funds are expended, the district will need to charge students for the cost of meals.

Several pieces of equipment have been purchased, including a double-stack oven and ice machine at Joel, as well as a double-door freezer and new sandwich station at Eliot.

Discussion followed regarding staffing, communicating the nuances of funding to families, and tracking student meals.

The Board thanked him for his work.

##### **2.Summer Technology Report**

In Director of Technology Frank Rossi's absence, M. O'Donnell reported on summer technology work. The PA project at Eliot should be completed by September. The keyless entry at Morgan has been replaced, and the manufacturing mobile workstations and business lab have been updated. Camera upgrades at Joel are underway.

##### **3.Summer Maintenance Report**

G. Carrion reviewed the summer projects as well as those planned for completion this year. At Joel, sinks have been upgraded, classroom doors have been refinished, a new HVAC unit was installed and fencing and shades have been upgraded. At Eliot, the playground has been revamped, workshop sinks have been replaced, the gym floor has been repainted and refinished, and the bleacher mechanisms will be inspected. There have been new floors installed in places at Morgan, landscaping on one of the hills is complete, and the gym floor has been polished. The tennis courts are scheduled to be resurfaced at the end of September.

Before school starts, the Fire Marshal will be doing a full walkthrough and safety inspection.

#### **4. Extended School Year Report**

M. Noyes reported on the Extended School Year (ESY) which ran from July 5 to July 28. She detailed how students were selected for the program, the number of students served, the breakdown of staffing positions, and the number of classes. One learning strategies class was added this year. She has plans to budget for a bilingual counselor for next year's ESY program, since having one this summer was critical in facilitating interactions with bilingual parents. She thanked teachers and paraeducators for staffing the program and for everyone else who made the program possible. M. O'Donnell confirmed the challenges faced in staffing the program and thanked M. Noyes and the rest of the staff for stepping up to fill the positions.

#### **5. General Update**

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

#### **1. School Climate Survey Results**

M. Famiglietti provided an overview and results of the safe school climate survey from June 2022. He described the scope of the survey which solicits opinions from students, staff, and parents. He also listed the safe school climate resources and staff who are available to students, parents, and staff. Data from the surveys has been shared with administrators and safe school committees in each building and will be used to address specific areas of concern while continuing to inform district and school goals. After providing highlights of the survey and the context of when the survey was administered, he concluded that respondents expressed a high level of satisfaction with the overall positive school culture in all district schools and, despite the hardships brought about by the recent pandemic, the results are consistent with pre-COVID annual surveys.

#### **2. General Update**

M. Famiglietti informed the Board of Back-to-School staff activities during the week of August 22 and invited Board members to attend. On August 22, a welcome breakfast for substitute teachers will be held at the high school. On August 23, new teachers and their mentors will be welcomed and oriented and, on August 24, teachers and paraeducators will attend convocation and then begin classroom preparations in their schools.

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

#### **1. Bills Payable**

J. Scherban asked when the fiscal year 2021-22 will be closed. C. Dickey responded that the year will be closed out as soon as possible but that supply chain issues have delayed shipment of some necessary curriculum materials. J. Scherban also asked about a fuel line item.

#### **2. Quarterly Expenditure & Revenue Reports**

C. Dickey reviewed the quarterly expenditure and revenue reports for the last quarter of the 2021-2022 school year. End-of-year funds are running, as projected, at about 1.8%. Her department will conduct a final transfer to the town at the end of the year. Administration continues to track and monitor salaries and benefits on a monthly basis. The revenue report will not be complete until all July revenues and grant transfers have been received.

#### **3. General Update**

Work continues on closing the 2021-22 fiscal year, state reporting, and auditor requests.

## 6. Superintendent's Report

### A. Notification of Donations

M. O'Donnell detailed two donations to the district: an anonymous donation of \$5,000 to be used for special education and/or mental health; and 100 cases of hand sanitizer from Hillyard, Inc. with a retail value of \$7,192. The Board expressed its gratitude to both donors.

### B. DPH/CSDE: "Launching into Healthy Learning 2022"

M. O'Donnell reviewed "Launching into Healthy Learning 2022" recently released by the DPH and CSDE which will guide health protocols this school year. J. Adler inquired and M. O'Donnell confirmed that remote meetings would still be an option.

### C. Transportation Routes Update

M. O'Donnell shared bus routes are being finalized and that she didn't anticipate a decrease in the number of bus runs this year. The length of the routes will be analyzed and will be shared with the Board. Bus routes should be posted on the district website by August 19.

### D. General Update

Work continues with the School Crisis Advisory Board. Committee members have done safety walks at Joel and determined that signage is needed at key entry points to the school campus to communicate no unauthorized use of school property during school hours.

M. O'Donnell communicated to the Board that we have not yet been able to hire an athletic trainer. She stated that other districts were experiencing the same issue. Discussion followed regarding possibilities and strategies.

On August 17, the Board will hold a special meeting to work on the district's strategic plan.

## 7. Reports of Board of Education Subcommittees and Special Committees

E. Gelven noted that M. O'Donnell and M. Famiglietti would reach out to Board subcommittee leaders for meeting dates and possible dates for a Board retreat.

### A. General Updates

## 8. Second Reading and Possible Adoption of Policies

Discussion revolved around the new grade scale (which will start with this year's juniors) and communication of the revised policies. E. Gelven thanked Board members for their work and participation.

MOTION: To adopt revised policies #5132, #5140 and #6312 and new policy #6321 as presented. Carried with a motion by Peter Nye and a second by Alan Samet.

Jason Adler:	Yea
Erica Gelven:	Yea
Michael Hornyak:	Absent
Peter Nye:	Yea
Alan Samet:	Yea
Jack Scherban:	Yea
Catherine Staunton:	Absent

Yea: 5, Nay: 0, Absent: 2

**A.#5132 Student Dress**

**B.#5140 Wellness**

**C.#6312 Weighted Grading and Calculation of Grade Point Averages**

**D.#6321 Advanced Course or Program and Challenging Curriculum**

**9.Personnel Information**

M. O'Donnell presented the personnel update. She indicated a number of resignations had been submitted but noted that the district was in good shape for hiring and for the first day of school.

**10.Adjournment**

MOTION: To adjourn the meeting at 8:46 PM. Carried with a motion by Peter Nye and a second by Jack Scherban.

Jason Adler:	Yea
Erica Gelven:	Yea
Michael Hornyak:	Absent
Peter Nye:	Yea
Alan Samet:	Yea
Jack Scherban:	Yea
Catherine Staunton:	Absent

Yea: 5, Nay: 0, Absent: 2

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Michael Hornyak, Board Secretary

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Allison Friday, Board Recorder