

**Willington Board of Education
June 13 2017 Meeting Minutes
Town Office Building, Lower Level Conference Room**

Audio Recording yes
Notes Taken yes

Members present at meeting:

Herb Arico
Michelle Doucette Cunningham
Ann Grosjean
Melissa McKinnon
Peggy Roberts
Marybeth Wallett
Erika Wiecenski

Also present: Interim Superintendent of Schools Jacqueline J. Jacoby

1. Call to Order at 7:03 p.m. by Erika Wiecenski

2. Present to speak- none

3. Communications- none

4. Board of Education Chairman's Report-

We are beginning negotiations for certified and non-certified teacher contracts and have invited BOF chair to join the committee (or other member of BOF).

Hall Memorial School Graduation is June 14th.

5. Superintendent Reports

Facilities Study Timeline- The architectural firm completed work in the buildings and are still in the process of developing/costing out options. When the report is complete there are meetings (see attachment) scheduled to communicate the report to various constituents, including BOF, school staff, PTA, community members.

Plans for Professional Development Summer and Next School Year-

Hall: There is a group of teachers working with an expert from LEARN on the Advisory Block to assist in developing a curriculum for Advisory. Additionally, HMS has put together a professional development committee to prepare a schedule for the year of professional development for the year.

Center: There is continued work on the curriculum and professional development for the upcoming year. Eventually, Hall and Center will connect regarding professional development work.

Enrollment-

Center: 251 students, 32 students registered for kindergarten/ 223 students at Center for the upcoming year. Due to the smaller kindergarten size, we will not be advertising for a third kindergarten teacher.

Hall: 196 students this year, 200 total projected for next year.

Total for both schools was 447 and next year projection is 423 students.

Additional comments-

-Thanks to the BOE for their commitment through the budget planning process
-School district is applying for a rural education achievement federal grant that would assist in anything about educational achievement. Mr. Stevens is drafting the substance of the grant.

6. Financial Report dated May 8, 2017 (Attachment 1)

We have a little less than 1% remaining (1% of our budget is about \$80,000).

We still have encumbered expenses including special education placements and we are waiting for the bills. June 30th is the end date for the budget.

7. Committee Reports

Finance Committee met and reviewed the bills.

Policy Committee met and will be presenting policies.

Negotiations Committee met and set dates for meeting.

8. New Business

A. Approve minutes of May 9, 2017 (Attachment # 2)

MOTION: by Marybeth Wallett

To approve the minutes of the May 9, 2017 BOE meeting

Seconded by Erika Wiecenski

VOTE:

Abstain

Herb Arico

Michelle Doucette Cunningham

Yes

Ann Grosjean

Melissa McKinnon

Peggy Roberts

Marybeth Wallett

Erika Wiecenski

Motion Passed

B. First Reading of Series 3000 Policies,

Business/Non Instructional Operations

- Transfer Funds, Reference Policy # 3160
Proposing transfer of funds fall and at end of the year, and if necessary other times of the year by the Superintendent or Designee without approval of BOE (excluding salaries and benefits).
- Student Activity Fund Process, Reference Policy #3453 (Handout A)
(Town Treasurer, Tish Ignatowicz)
Tish and Dr. Jacoby met with principals and secretaries to discuss student activity fund. Each school will complete an end of year report and provide to the BOE annually.
- Food Service Report, Reference Policy #3542.1 (Handout B)
(Town Treasurer, Tish Ignatowicz)
The hot lunch fund is self-sustaining and there is revenue from lunch receipts and state refunds. Expenses include salary, training, equipment/repairs and food. We developed a Balance/Income Statement providing a 5 year snapshot. A monthly report will be given to the superintendent and shared with the Board at a minimum annually.

MOTION

C. Approve 1 year Custom Computer Specialists Contract Renewal

By Herb Arico

Move to approve, after discussion with the Willington Town leadership, the 1 year contract renewal for IT support with Custom Computer Specialists for the Willington Public Schools and Town of Willington, a shared service, for the period of July 1, 2017 through June 30, 2018.

Seconded by Marybeth Wallett

VOTE:

YES

Herb Arico
Michelle Doucette Cunningham
Ann Grosjean
Melissa McKinnon
Peggy Roberts
Marybeth Wallett
Erika Wiecenski

Motion Passed

D. Interim Superintendent Contract Appointment

Interim Superintendent Contract Extension

MOTION

by Marybeth Wallett

Move to approve as Interim Superintendent of Willington Public Schools, Dr. Jacqueline J. Jacoby for the period of July 1, 2017 through April, 30, 2018.

Seconded by Melissa McKinnon

VOTE:

YES

Herb Arico
Michelle Doucette Cunningham
Ann Grosjean
Melissa McKinnon
Peggy Roberts
Marybeth Wallett
Erika Wiecenski

Motion Passed

8. Old Business

A. Second Reading of Series 1000 Policies, Community Relations

The Board agreed to postpone second reading discussions and move vote to the next meeting so all Board members could read the purposed changes.

Summer BOE meeting Dates

Motion by Erika Wiecenski

To add item "C" under Old Business to discuss Summer BOE meetings.

Seconded by Marybeth Walleth

VOTE:

YES

Herb Arico

Michelle Doucette Cunningham

Ann Grosjean

Melissa McKinnon

Peggy Roberts

Marybeth Walleth

Erika Wiecenski

Motion Passed

B. Second reading of Social Media Policies

4118.51 (Personnel) and 6141.326 (Students)

(Handout C)

Approve Social Medial Policies

MOTION

(by Erika Wiecenski)

Move to table discussion of Social Media Policies to follow up. Changing language to respond rather than regulate and making changes to BOE responsibilities.

**Policy 4118.51, Personnel and
Policy 6141.326, Students.**

Seconded by Michelle Doucette Cunningham

VOTE:

YES

Herb Arico

Michelle Doucette Cunningham

Ann Grosjean

Melissa McKinnon

Peggy Roberts

Marybeth Wallett
Erika Wieceński

Motion Passed

C. Summer BOE Meetings

MOTION: by Erika Wieceński
To cancel July 11, 2017 BOE meeting.

Seconded by Herb Arico

VOTE:

YES

Herb Arico
Michelle Doucette Cunningham
Ann Grosjean
Melissa McKinnon
Peggy Roberts
Marybeth Wallett
Erika Wieceński

Motion Passed

9. Present to Speak –

Mike Cioe-HMS teacher: Updated the BOE on happenings at Hall including the 4th Annual Field Day, Student Council donation of a garden bench, Hall Idol, the great accomplishments of the Band and Chorus at Great East, the work happening on the new schedule, and the upcoming Success Assembly and Graduation.

10. Board Comments

Herb Arico- It is good to be back from his travels in Europe. He shared a bit about his experiences.

Michelle Doucette Cunningham-Congrats to the Policy Committee for all their work. We appreciate all the hard work you have put into reviewing policies.

Ann Grosjean-Thanks to Mr. Cioe for updates. It has been a great year experiencing Center School as a grandparent. Thanks to all the staff!

Melissa McKinnon- Thanks to Mr. Cioe for updates. Glad to hear Dr. Jacoby is returning for another year.

Peggy Roberts- Welcome back Herb. She is excited about the new schedule at Hall.

Marybeth Wallett- Thanks to Dr. Jacoby and team for work on professional development. It is important to teach our children that our teachers are life-long-learners. She suggests putting the PD efforts on website to communicate to families.

Erika Wiecenski- Thanks to Dr. Jacoby for seeing us through the school year and thanks for agreeing to stay on another year.

11. Executive Session

MOTION

By Erika Wiecenski

Move to enter Executive Session to discuss personnel matter

Seconded by Melissa McKinnon

VOTE:

YES

Herb Arico

Michelle Doucette Cunningham

Ann Grosjean

Melissa McKinnon

Peggy Roberts

Marybeth Wallett

Erika Wiecenski

Motion Passed

Entered executive session at 8:45 p.m.

Exited executive session at 9:02 p.m.

12. Adjournment at 9:03 p.m.