

DRAFT

Somers Board of Education Meeting Minutes

October 15, 2018 7:00 PM

Board of Education Room

Attendance Taken at 7:00 PM:

Present Board Members: Jan Martin, Barbara Capuano, Bruce Devlin, Rick Lees, Anne Kirkpatrick

Absent Board Members: David Palmer, Jeremy Anderson, Kate McLellan, Sarah Bollinger

Updated Attendance:

Kate McLellan was updated to present at: 7:07 PM

Sarah Bollinger was updated to present at: 7:03 PM

Sarah Bollinger was updated to absent at: 7:48 PM

Others: Christian Chlebowski, Dee Chlebowski, Brian Chlebowski, Cheryl Gustafson, Michael Mayo, Jim Coleman, Jackie Nappo, Gary Cotzin, Michelle Peacock

1. CALL TO ORDER

The regular meeting of the Board of Education was called to order at 7:00 p.m. by Chairman Devlin in the Mabelle B. Avery Board of Education meeting room.

2. PLEDGE OF ALLEGIANCE

3. AWARDS AND RECOGNITIONS

3.1. The Board will honor Somers High School student, Christian Chlebowski

Rationale: The Board will honor Somers High School student, Christian Chlebowski, for his national recognition at the Future Business Leaders of America Awards of Excellence on July 1. Christian also earned the Congressional Award Silver Medal this past April.

Discussion: The BOE honored SHS student, Christian Chlebowski, for his national recognition at the Future Business Leaders of America Awards of Excellence on July 1, 2018. He attended the conference in Baltimore to enhance business skills and participate in events. Christian also earned the Congressional Award Silver Medal this past April. The BOE presented him with a gift.

Motion Passed: Motion to move agenda item 11.4 - Transportation Report to 11.1 passed with a motion by Anne Kirkpatrick and a second by Jan Martin. **Passed 6-0.**

4. APPROVAL OF MINUTES

4.1. Board Minutes from September 24, 2018

Rationale: Board to review and approve Board Minutes from September 24, 2018.

Motion Passed: The BOE Draft Minutes of the September 24, 2018 meeting passed with a motion by Barbara Capuano and a second by Jan Martin.

Passed 6-0.

5. AUDIENCE TO CITIZENS/STAFF/STUDENTS

6. CORRESPONDENCE

7. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

8. CONSENT AGENDA

Motion Passed: Motion to approve the entire Consent Agenda as presented passed with a motion by Barbara Capuano and a second by Jan Martin. **Passed 6-0.**

8.1. Warrant of October 15, 2018

Rationale: The warrant of October 15, 2018 in the amount of \$337,848.10 is attached for the Board of Education to review.

8.2. Medical Leave for MBA Custodian, Gary Kane

Rationale: Gary Kane, Custodian at MBA, has been out since 9/19/18 on a medical leave.

8.3. Retirement of Somers High Head Custodian, "Barry" Squazza

Rationale: Mr. Bruno Squazza, Head Custodian of Somers High School, is retiring after 23 years with the Somers Public Schools.

8.4. 2nd Warning - Somers Board of Education 2019 Meeting Schedule

Rationale: The Board to review and approve the 2019 Board of Education Meeting Schedule.

8.5. 2nd Warning - Somers DBS Code 1340 - Community Relations - Access to School Procedures and Materials

Rationale: 2nd Warning - Somers DBS Code 1340 - Community Relations – Access to School Procedures and Materials

8.6. 2nd Warning - Somers DBS Code 3110 - Business - Budget Planning

Rationale: 2nd Warning - Somers DBS Code 3110 - Business - Budget Planning

8.7. 2nd Warning - Somers DBS Code 3112 - Business - Budget Calendar

Rationale: 2nd Warning - Somers DBS Code 3112 - Business – Budget Calendar

8.8. 2nd Warning - Somers DBS Code 3120 - Business - Preparation of Budget

Rationale: 2nd Warning - Somers DBS Code 3120 - Business - Preparation of Budget. The Policy Committee recommends **deleting** this policy: redundant with policy 3112.

8.9. 2nd Warning - Somers DBS Code 3130 - Business - Budget Publication

Rationale: 2nd Warning - Somers DBS Code 3130 - Business – Budget Publication. The Policy Committee recommends **deleting** this policy: redundant with policy 3112.

8.10. 2nd Warning - Somers DBS Code 3140 - Business - Public Review of Budget

Rationale: 2nd Warning - Somers DBS Code 3140 - Business - Public Review of Budget. The Policy Committee recommends **deleting** this policy: redundant with policy 3112.

8.11. 2nd Warning - Somers DBS Code 3150 - Business - Adoption of Budget

Rationale: 2nd Warning - Somers DBS Code 3150 - Business - Adoption of Budget. The Policy Committee recommends **deleting** this policy: redundant with policy 3112.

8.12. 2nd Warning - Somers DBS Code 3310 - Business - Expenditures/Expending Authority - Purchasing Guides

Rationale: 2nd Warning - Somers DBS Code 3310 - Business - Expenditures/Expending Authority - Purchasing Guides

8.13. 2nd Warning - Somers DBS Code 3326 - Business - Paying for Goods and Services

Rationale: 2nd Warning - Somers DBS Code 3326 - Business - Paying for Goods and Services

8.14. 2nd Warning - DBS Code 3430 - Business - Periodic Financial Reports

Rationale: 2nd Warning - DBS Code 3430 - Business - Periodic Financial Reports

8.15. 2nd Warning - Somers DBS Code 4117.2 – Personnel – Certificated: Resignation

Rationale: 2nd Warning - Somers DBS Code 4117.2 - Personnel - Certificated: Resignation

9. NEW BUSINESS

9.1. Appointment of Cheryl Gustafson as Assistant Principal of Somers High School

Rationale: Appointment of Cheryl Gustafson as Assistant Principal of Somers High School.

Discussion: Superintendent Czapla enthusiastically recommended appointing Cheryl Gustafson as Assistant Principal at SHS as of 10/22/18. He stated that Mrs. Gustafson began at SHS in 2003 as a French teacher and subsequently assumed a variety of leadership roles including co-chairing NEASC while guiding faculty and students through the process. Mrs. Gustafson is pleased to have been in the Somers district for the past fifteen years and appreciates the opportunity to serve families, students, and staff.

Motion Passed: Motion to approve appointment of Cheryl Gustafson as Assistant Principal of Somers High School as of 10/22/18 passed with a motion by Jan Martin and a second by Sarah Bollinger. **Passed 7-0.**

9.2. 1st Warning New Textbook - "Hidden Roots" by Joseph Bruchac - 8th Grade Language Arts

Rationale: 1st Warning New Textbook - "Hidden Roots" by Joseph Bruchac - 8th Grade Language Arts. Board Curriculum Committee members will answer any questions.

9.3. 1st Warning New Textbook - "How Navy SEAL's Lead and WIN" by Jocko Willink and Leif Babin - Academic and College English 12

Rationale: 1st Warning New Textbook - "How Navy SEAL's Lead and WIN" by Jocko Willink and Leif Babin - Academic and College English 12. Board Curriculum Committee members will answer any questions.

10. OLD BUSINESS

Motion Passed: Motion to move agenda item 11.1 - Transportation Report back to agenda item 11.4 passed with a motion by Anne Kirkpatrick and a second by Jan Martin. **Passed 7-0.**

11. ADMINISTRATIVE REPORTS

11.1. Curriculum Report on (ELA) English Language Arts K-12

Rationale: Dr. Irene Zytka will present the Board on ELA initiatives throughout the district.

Discussion: Dr. Irene Zytka, Director of Curriculum, updated the BOE on the ELA K-12 curriculum. Staff continues to work on Atlas and is completing the last set of Mapping categories. The district is focusing on alignment with CCSS and grade level foundational skills. SHS is examining their grades 9-12 alignment and continuing the switch of sophomore American Literature to junior American literature. The department is updating their communication rubrics and style guides. MBA is exploring "textbooks" and novels. They are looking to focus more on writing with specific resources and aligning with the high school. SES is implementing the K-3 systematic program in foundational skills

(Foundations) focusing more on phonetics, vocabulary, comprehension, handwriting, and spelling. The English department is slated for new textbooks and wants to align K-5 with Fountas and Pinnell (F & P). Dr. Zytka attended a presentation on F & P modules last week. Professional Development is scheduled in February for these teachers. SES is focusing on identifying target skills needed during guided reading based on a student's individual reading level. A meeting is scheduled with F & P representatives to discuss the possible purchase of F & P classroom and implementation plan over a three-year period.

11.2. Educational Technology Report

Rationale: Dr. Irene Zytka will present the Board of Education the Education Technology Report.

Discussion: Dr. Zytka provided the BOE a spreadsheet depicting resources that are currently used in the district. Some of the resources utilized are free. Educational technology is used to structure lessons and engage students. It is also a Mapping category in Atlas. The technology resource spreadsheet will be updated accordingly.

11.3. SAT and AP Reports

Rationale: Mr. Gary Cotzin, Principal of SHS, will present the Board the SAT and AP results.

Discussion: Mr. Gary Cotzin, SHS Principal, updated the BOE on SAT and AP reports. SHS continues to perform fairly well when compared to the State and nation. The teachers have done a great job focusing on problem solving skills and giving students practice problems; however, there is room for improvement. The College Board estimates that student scores increase 20-30 points on average in English and Math. SHS has met or exceeded the averages. Mr. Cotzin also provided a five-year report showing an increase in the number of students in AP courses as well as an increase in students taking the AP exams. SHS allows any student to waive into the course as long as the student and parents are aware of the course's expectations. Students did well in English, Math, Art, and Statistics. Biology, Chemistry, and History scores were below expectations. Scores tend to fluctuate year to year. Teachers continue to set goals in order to increase scores by working with the students, visiting other successful AP programs, attending workshops, and examining material that needs to be taught.

11.4. Transportation Report

Rationale: Mr. Bill Boutwell will update the Board of Education on any transportation issues.

Discussion: Mr. Bill Boutwell, Director of Business Services, updated the BOE on transportation. Mr. Boutwell reported that SPS is in the second year of a five-year contract with First Student. There are 12 daily home-to-school runs with the larger buses and a couple of smaller/mid-size buses and vans for Special Education. A smaller vehicle is used on County Road. There is one other First Student bus used for Cheney Tech. One bus stop request was denied this year. Bus stops may be examined next year to determine equitability.

12. COMMITTEE REPORTS

12.1. BUDGET

Discussion: No report.

12.2. CURRICULUM

Discussion: K. McLellan stated that there was nothing new to report except for the two new textbooks that were warned.

12.3. POLICY

Discussion: A. Kirkpatrick reported that the Policy Committee met prior to the BOE meeting on 10/15/18 and will have a few policies to warn. The next meeting will be held on 10/29/18 at 6:15 p.m.

12.4. SALARY & NEGOTIATION

Discussion: No report.

12.5. PLANNING

Discussion: No report.

13. OTHER

Discussion: Superintendent Czapla reported that there will be a full-day Professional Development on 10/26/18 where teachers will be working on a variety of topics. Superintendent Czapla will also be one of the presenters. A. Kirkpatrick reported on the past full day Strategic Planning meeting. Members worked on the Vision statement and broke up into groups. She reported a positive atmosphere, and everyone is pleased with the process. The next Strategic Planning meeting will be held on Thursday, 10/18/18 from 3:30-5:30 p.m. The next full day meeting will be held in December. The Vision Statement should be finalized and ready to be presented to the BOE in January.

Mr. B. Boutwell, Director of Business Services, introduced Mr. Jonathan Wilkins, Location Manager for First Student, to the BOE.

14. ADJOURNMENT

Motion Passed: Motion to adjourn at 7:58 p.m. passed with a motion by Jan Martin and a second by Barbara Capuano. **Passed 6-0.**

Rick Lees, Board of Education Secretary Date

Shannin Burns, BOE Recording Secretary