



## Board of Education Regular Meeting

May 04, 2020 7:00 PM  
via Zoom Teleconference

### Attendance Taken at: 7:00 PM

#### Present Board Members:

Erica Gelven  
Jason Adler  
Michael Hornyak  
Christopher Passante  
Kimberly Russo  
Catherine Staunton

#### Absent Board Members:

Omar Francis

### 1. Opening Exercises

#### 1.A. Roll call

Discussion:

Also in attendance were Superintendent Maryann O'Donnell, Assistant Superintendent Marco Famiglietti, and Business Manager Carolyn Dickey. Student representatives Sarah Auletta, Jenna Kareliussen, and Emma Lindsay were also present.

#### 1.B. Pledge of Allegiance

Discussion:

All recited the pledge. A moment of silence was held for all we have lost and for those people working hard to provide us what we need to live.

### 2. Public participation/recognition

Discussion:

There was no public participation.

### 3. Minutes - Approval - Regular Meeting of April 6, 2020

**Motion Passed:** To approve the minutes of the regular meeting of April 6, 2020, passed with a motion by Michael Hornyak and a second by Christopher Passante.

#### 6 Yeas - 0 Nays

Erica Gelven	Yes
Jason Adler	Yes
Omar Francis	Absent
Michael Hornyak	Yes
Christopher Passante	Yes
Kimberly Russo	Yes
Catherine Staunton	Yes

### 4. Communications

Discussion:

There were no communications.

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

Discussion:

The student representatives discussed the various ways each school is continuing with its online learning model. Course selection for next year at Eliot is almost complete. Students at Morgan are finding creative ways to honor teachers during Teacher Appreciation Week. AP testing starts next week for Morgan students.

## **6. Administrative Reports**

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

#### **6.1. General Update**

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

##### **6.B.1. Online Learning Update**

Discussion:

M. Famiglietti noted that online learning is in full gear at all three schools. He thanked the technology department for ensuring all students have internet access and for keeping the network and devices up and running. An attendance monitoring system has been instituted at all schools. He stated that teachers have found creative ways to enhance online learning and that he would be sharing some examples with the Board. He also discussed the online learning tools being used and some of the challenges faced with some programs.

Discussion followed regarding student engagement and attendance numbers at each school.

##### **6.B.2. Grading Recommendations**

Discussion:

M. Famiglietti presented the Board with the administration's recommendations for grading practices for the final marking period. He stated that administrators have been working on a fair and equitable way to grade and capture school work that has been done, while taking into consideration the challenges individual students and families may face.

In grades K through 5, report cards will be in a narrative format in lieu of reporting on math and literacy standards. A template will be provided to teachers in order to maintain consistency among teachers at each grade level.

For grades 6 through 8, report cards will note the switch to online learning. Students may choose a letter grade or pass/fail for each course. Incompletes will be allowed through administrative appeal. Students with high needs will be allowed to audit classes. Each marking period's final grade will be reported independently and will not be averaged as is past practice. However, Algebra 1 and Spanish 2 receive high school credit and therefore will follow the same format for courses at Morgan.

Discussion followed regarding monitoring, incompletes, and timing.

At Morgan, report cards will note the online learning format for the fourth quarter. Students will be able to choose a letter grade or pass/fail for each course and incompletes will be allowed through administrative appeal. There will be no final exams. The value of the quarters has been shifted so that the first three quarters will have more weight than the fourth quarter. For semester classes, Quarter 3 will have a higher value than Quarter 4.

The Board endorsed the grading model as presented. It noted that there is no perfect solution but that the formulas and parameters send the message that the work is important without penalizing struggling individuals.

### 6.B.3. General Update

Discussion:

A Supplemental Perkins grant in the amount of \$44K has been awarded to the district to promote partnership with advanced manufacturing companies in the area.

A Title III grant in the amount of \$2K has been awarded to help English language learners to transition between schools. Mr. Famiglietti thanked Joel interventionist Denise Cafiero for her efforts in securing the grant.

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

#### 6.C.1. Bills Payable

Discussion:

There were no questions regarding bills payable.

#### 6.C.2. COVID-19 Related Expenses Tracking

Discussion:

A tally of COVID-19-related expenses was requested by the Town. The current total is \$70,759. The bulk of this is from Food Services with a total of \$54,154. However, revenues are coming in against that amount. The balance of \$16,605 in the areas of custodial supplies, technology equipment, and instructional software, will be diverted from other budget areas.

#### 6.C.3. General Update

Discussion:

The Business Office continues to stagger personnel working in the buildings and from home.

C. Dickey participated in the Town's process of interviewing auditors.

Next year's health insurance cost is increasing by 3.5%. The plan will be administered by Anthem Blue Cross Blue Shield starting in October and the Business Office has begun to plan for that transition.

### 7. Superintendent's Report

#### 7.A. Teacher Appreciation Resolution 2020

**Motion Passed:** To adopt the Teacher Appreciation Resolution for 2020 as presented passed with a motion by Kimberly Russo and a second by Jason Adler.

#### 6 Yeas - 0 Nays

Erica Gelven	Yes
Jason Adler	Yes
Omar Francis	Absent
Michael Hornyak	Yes
Christopher Passante	Yes
Kimberly Russo	Yes
Catherine Staunton	Yes

## **7.B. Contingency Planning for Operations**

Discussion:

M. O'Donnell shared a contingency plan regarding responsibility for operational and instructional functions to ensure continuity during this, or any other, crisis.

## **7.C. Student Attendance Monitoring**

Discussion:

The Superintendent shared student attendance numbers with the Board and discussed how each school is ensuring that students are engaging in online learning.

## **7.D. Transportation Update**

Discussion:

M. O'Donnell discussed her review of the Governor's executive order regarding contracts with vendors. Except for M&J, who provides student bussing, agreements with most vendors have been reached. The district is awaiting further documentation from M&J in order to settle this matter. Discussion followed regarding the purpose of the executive order.

## **7.E. Budget & Public Hearing Update**

Discussion:

M. O'Donnell provided an update to the Board on the approval process for the Town and BOE budgets. Positive adjustments to the budget will be made in the areas of health insurance and personnel as health insurance costs came in a 3.5% instead of 11%, and two additional retirements have been received. In the area of capital project requests, there are two areas that could be deferred if savings are needed.

The Town will be looking at the possible impacts of the pandemic to revenue projections and examining adjustments to revenue and to expenditures prior to approving a budget for 2020-2021.

## **7.F. Roof Projects Update**

Discussion:

The roofing replacement projects planned at Joel and Eliot should be completed this summer. Mystic Air recently conducted initial testing for hazardous materials and the architect is preparing the plan documents for approval. It is expected that the Board will be asked to approve the plans at its next meeting which is a requirement of the state grant process from reimbursement.

## **7.G. General Update**

Discussion:

End-of-year planning is happening and will be shared with the Board at the next meeting. Guidance from the state should be announced shortly.

LEARN has been tasked with creating a regional advisory task force. A Clinton parent, Karin Gosslink, was invited to participate and has agreed to be a part of the task force.

Several committees are looking at what reopening the schools will look like. There was discussion regarding Project Graduation and graduation plans.

## **8. Reports of Board of Education Subcommittees and Special Committees**

### **8.A. General Updates**

Discussion:

Before the end of May, Policy and Public Relations subcommittees will need meeting dates.

## 9. Field Trip Update

Discussion:  
No updates.

## 10. Review & Possible Action re: Contract Extension Between the Clinton Board of Education and Local 506, Municipal Employees Union Independent (Secretaries) 2019-2022

**Motion Passed:** To approve the contract extension between the Clinton Board of Education and Local 506, Municipal Employees Union Independent (Secretaries) for the period of July 1, 2019, through June 30, 2022, passed with a motion by Kimberly Russo and a second by Jason Adler.

### 6 Yeas - 0 Nays

Erica Gelven	Yes
Jason Adler	Yes
Omar Francis	Absent
Michael Hornyak	Yes
Christopher Passante	Yes
Kimberly Russo	Yes
Catherine Staunton	Yes

## 11. Review & Possible Approval of Joel Wiring Project

**Motion Passed:** To approve the funding of the Joel Wiring Project from the 2019-2020 operating budget passed with a motion by Michael Hornyak and a second by Christopher Passante.

### 6 Yeas - 0 Nays

Erica Gelven	Yes
Jason Adler	Yes
Omar Francis	Absent
Michael Hornyak	Yes
Christopher Passante	Yes
Kimberly Russo	Yes
Catherine Staunton	Yes

## 12. Healthy Food Certification 2020-21

### 12.A. Healthy Food Option

**Motion Passed:** Pursuant to C.G.S. Section 10-215f, the board of education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2020, through June 30, 2021. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school

or non-school organizations and groups passed with a motion by Kimberly Russo and a second by Jason Adler.

**6 Yeas - 0 Nays**

Erica Gelven	Yes
Jason Adler	Yes
Omar Francis	Absent
Michael Hornyak	Yes
Christopher Passante	Yes
Kimberly Russo	Yes
Catherine Staunton	Yes

**12.B. Food Exemptions**

**Motion Passed:** The Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the food sales passed with a motion by Kimberly Russo and a second by Jason Adler.

**6 Yeas - 0 Nays**

Erica Gelven	Yes
Jason Adler	Yes
Omar Francis	Absent
Michael Hornyak	Yes
Christopher Passante	Yes
Kimberly Russo	Yes
Catherine Staunton	Yes

**12.C. Beverage Exemptions**

**Motion Passed:** The Board of Education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the beverage sales passed with a motion by Catherine Staunton and a second by Jason Adler.

**6 Yeas - 0 Nays**

Erica Gelven	Yes
Jason Adler	Yes
Omar Francis	Absent
Michael Hornyak	Yes
Christopher Passante	Yes
Kimberly Russo	Yes
Catherine Staunton	Yes

**13. Personnel Items**

**13.A. Staff Appointments**

**13.B. Information**

**14. Adjournment**

**Motion Passed:** To adjourn at 9:24 p.m. passed with a motion by Michael Hornyak and a second by Jason Adler.

**6 Yeas - 0 Nays**

Erica Gelven	Yes
Jason Adler	Yes
Omar Francis	Absent
Michael Hornyak	Yes
Christopher Passante	Yes
Kimberly Russo	Yes
Catherine Staunton	Yes

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Michael Hornyak, Secretary of the Board

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Allison Friday, Clerk of the Board