



Board of Education Regular Meeting

June 15, 2020 7:00 PM
via Zoom Teleconference

Attendance Taken at: 7:00 PM

Present Board Members:

Erica Gelven
Jason Adler (departed at 8:37 PM)
Michael Hornyak
Christopher Passante
Kimberly Russo
Catherine Staunton (arrived at 7:03 PM)

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 representative Sarah Auletta was also present.

1.B. Pledge of Allegiance

Discussion: All stood for the pledge.

2. Public participation/recognition

Discussion: There was no public participation.

3. Minutes - Approval - Regular Meeting of June 1, 2020

Motion Passed: To approve the minutes of the regular meeting of June 1, 2020, passed with a motion by Michael Hornyak and a second by Kimberly Russo.

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: S. Auletta reported on teacher retirements at Joel, the release of end-of-year celebration videos at Eliot, and Morgan graduation. She expressed her gratitude to the community, administrators, and staff for making graduation a special day. The Board congratulated S. Auletta on her graduation and thanked her and the other student representatives for being such great representatives and for strengthening the Board's work, especially during this novel time.

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 Survey Results

Discussion: M. Famiglietti reported on the results of a stakeholder survey sent to parents, staff, and students the week prior. The purpose of the survey was to assess online learning and identify improvements for the 2020-21 school year if necessary. M. Famiglietti noted a good percentage of respondents answered the questionnaire which centered on access to technology, workload, and effectiveness of instruction. Numbers regarding access to technology were very positive. Workload numbers were fairly consistent across the three schools with about 50% of students spending three to five-plus hours devoted to online learning. The largest fluctuation in numbers was in the area of students' ability to stay focused; as the age of the student dropped, much more parental effort became necessary. Support needed for online learning was also higher for Joel parents.

Teacher and paraeducator responses indicated an average amount of student engagement, good ability of students to manage workload, but a large percentage of students needing extra help. Almost 100% of teachers and paraeducators had positive experiences with regard to technology and about a third requested further training and support in Google Classroom and other applications. The majority of respondents felt student engagement suffered in the online learning environment. Requests for additional non-electronic student resources were made if distance learning continues in the fall.

Comments and questions from the Board followed regarding the next school year, sharing results of the survey with other districts, and rethinking internal assessments.

6.B.2. General Update

Discussion: Curriculum writing in the subjects of Civics, Health/PE, Film Studies, Humanities, and Physics will start on Monday, June 22.

6.C. Business Manager's Report

6.C.1. Bills Payable

Discussion: There were no questions regarding bills payable.

6.C.2. Non-Certified Pension Update

Discussion: A document from People's Bank providing an account summary, review, and analysis of the pension for certain non-certified staff was shared with the Board. A future meeting of the Budget & Finance Subcommittee will be scheduled during the summer for a more in-depth conversation and review with advisors from People's Bank.

6.C.3. Capitol Extension Request

Discussion: The district will request that the Town Council carry forward three capital project accounts into the 2020-2021 fiscal year. These accounts, due to expire on June 30, contain funds for work that is scheduled to begin in June, but may not be finished by June 30th. All projects should be completed by the fall.

6.C.4. General Update

Discussion: The Business Office is working on closing out the fiscal year and preparing for end-of-year reporting and the arrival of the auditors. Reimbursements will be sought for pandemic-related expenses

7. Superintendent's Report

7.A. College Attendance & Acceptance Report

Discussion: M. O'Donnell provided a summary of the college acceptance and attendance plans for the Class of 2020.

7.B. Year 2 Strategic Plan Progress Update

Discussion: M. O'Donnell presented the Board with an update on the progress made during the second year of the three-year strategic priorities plan. The report does not represent all work done district-wide but provides detailed progress that continues to be made in all targeted areas including academic learning, curriculum enhancement, building school community relationships, communication of district mission and goals, and providing and maintaining district resources in a manner that maximizes efficiencies, ensures accountability, and supports student learning.

7.C. General Update

Discussion: M. O'Donnell reported that the administration's focus is now on developing a plan to reopen in the fall. The pipe project at Eliot is moving forward and a short Buildings and Grounds subcommittee meeting needs to be held.

On June 29, all 12-month and 10-month secretarial staff will be moving to Morgan while the Eliot and Joel roof projects are taking place. Physical distancing and other health guidelines will be observed.

The continuation of meal distribution has been approved for Morgan during the summer for the months of July and August. The district should not need to use the CARES Act for reimbursement of the program.

8. Reports of Board of Education Subcommittees and Special Committees

8.A. General Updates

Discussion: Minutes of the June 8 Policy Subcommittee were enclosed in the Board packet. The next meeting for that group will be on June 29. Shipman & Goodwin policies will be sent to members in advance for review.

Buildings and Grounds will need a meeting scheduled to review the pipe project at Eliot and a Budget and Finance meeting is needed to discuss the non-certified pension. The district has also received notification to begin negotiations of the administrators' contract

Jason Adler left the meeting at 8:37 PM.

9. Review & Possible Action re: End of Year Budget Status and Proposed Expenditures

Discussion: After discussions with the Town Manager, and concerns regarding tax revenue this year, the Board was asked to make no expenditures unless deemed essential and necessary. The district expects to make a substantial return of funds to the Town due to savings in health insurance, operations costs due to the pandemic, and several retirements. The Superintendent requested approximately \$65K off those funds be designated for technology purchases for students at the Joel school. Some of the cost will be offset by fundraising efforts by Joel.

Motion Passed: To approve the use of unexpended funds for purchase of technology, not to exceed \$65K, passed with a motion by Michael Hornyak and a second by Kimberly Russo.

5 Yeas - 0 Nays

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

10. First Reading of Policies - 4000 Series (Personnel)

Discussion: The Board reviewed both model and existing policies in the 4000 Series (Personnel). There was a brief discussion regarding credit checks, staff members' use of social media, and TB testing.

11. Personnel Items

11.A. Staff Appointments

11.A.1 Appointment of Certified Staff – Kindergarten at Joel

Motion Passed: To appoint Rachel Coffee as a Kindergarten Teacher at Joel beginning with the 2020-2021 school year, passed with a motion by Catherine Staunton and a second by Kimberly Russo.

5 Yeas - 0 Nays

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

11.A.2 Appointment of Certified Staff - Chemistry & Integrated Science at Morgan

Motion Passed: To appoint Alexandra Patterson as a Chemistry & Integrated Science Teacher at Morgan beginning with the 2020-2021 school year passed with a motion by Kimberly Russo and a second by Chris Passante.

5 Yeas - 0 Nays

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

11.A.3 Appointment of Certified Staff – Grade 3 at Joel

Motion Passed: To appoint Laura McGuire a Grade 3 Teacher at Joel beginning with the 2020-2021 school year, Masters, Step 10, \$80,869 per year, passed with a motion by Catherine Staunton and a second by Chris Passante.

5 Yeas - 0 Nays

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

11.A.4 Addition of Agenda Item

Motion Passed: To add Item 11.A.5 regarding personnel to the agenda passed with a motion by Kimberly Russo and a second by Michael Hornyak.

5 Yeas - 0 Nays

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

11.A.5 Appointment of Certified Staff – Special Education at Joel

Motion Passed: To appoint Alison Packnick, BA, Step 1, annual salary \$46,153, as a Special Education Teacher at Joel beginning with the 2020-2021 school year, passed with a motion by Kimberly Russo and a second by Catherine Staunton.

5 Yeas - 0 Nays

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

11.A.6 Addition of Agenda Item

Motion Passed: To add Item 11.A.7 regarding personnel to the agenda passed with a motion by Michael Hornyak and a second by Kimberly Russo.

5 Yeas - 0 Nays

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

11.A.7 Appointment of Certified Staff – Special Education at Eliot

Motion Passed: To appoint Jillian Laggis as a Special Education Teacher at Eliot beginning with the 2020-2021 school year passed with a motion by Catherine Staunton and a second by Chris Passante.

5 Yeas - 0 Nays

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

11.B. Information

The Board was provided with an update on personnel. There were questions regarding branding, return to in-person Board meetings, and the annual Board retreat.

12. Adjournment

Motion Passed: To adjourn at 9:24 PM passed with a motion by Michael Hornyak and a second by Chris Passante.

5 Yeas - 0 Nays

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

Michael Hornyak, Secretary of the Board

Allison Friday, Clerk of the Board