

BOARD OF EDUCATION
Bristol, Connecticut
May 6, 2020 – Regular Meeting Minutes

The regular meeting of the Bristol Board of Education was held on Wednesday, May 6, 2019 at 7:00 p.m., at 7:00 p.m., via the Cisco WebEx Meeting Platform.

PRESENT: Commissioners: Jennifer Dube, Kristen Giantonio, Thomas O'Brien, Shelby Pons, John Sklenka, Karen Vibert, Allison Wadowski and Christopher Wilson; Dr. Catherine Carbone, Superintendent, Dr. Michael Dietter, Deputy Superintendent, Dr. Sam Galloway, Director of Human Resources, Jill Browne, Business Director, and Peter Kelley, Council Liaison

EXCUSED: Commissioner Eric Carlson

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Board Chair Jennifer Dube called the meeting to order at 7:01 p.m. and asked the audience to recite the Pledge of Allegiance. An American Flag was displayed on screen shared by Dr. Carbone.

MOMENT OF SILENCE

A moment of silence was observed for Angela Carezza a Paraeducator (formerly called a Teacher's Aide) from 8/29/89 to 6/30/93 at Stafford and Bristol Central and Lydia Coyle a School Psychologist from 8/25/1997 to 2/03/2010 at South Side and Chippens Hill M.S.

STAFF AND STUDENT RECOGNITION - Dr. Carbone shared the following Staff and Student Recognitions. Edgewood School – Student Ella Magnano (Grade 3) and her mom, Laura Spinelli joined the meeting to be recognized for sewing masks for the community.

South Side School – Student Yuvraj Palliyah (Grade 4) and his father joined the meeting to be recognized as a Finalist in the CT Invention Convention for his ChessLog app. Yuvraj explained Commissioners were provided the link to view video of Yuvraj explaining his Chesslog.

West Bristol School - Student Rachael Griffin (Grade 8) was unable to join the meeting this evening. Michelle LeVasseur, Principal of West Bristol School shared the nomination for Rachael as the Recipient of the Youth Live United Award.

Confirmation of Ed.D and Dissertation – Dr. Carbone recognized West Bristol School Principal Michelle LeVasseur, for recently receiving her doctoral degree. Congratulations Dr. LeVasseur.

National Teacher Appreciation Week - May 4, 2020 - May 8, 2020

APPROVAL OF MINUTES

April 1, 2020 Regular Meeting Minutes

On motion by Thomas O'Brien and seconded by Christopher Wilson it was unanimously

VOTED: *That the Board of Education approve the April 1, 2020 Regular Meeting as written.*

COMMITTEE REPORTS

Policy – Dr. Dieter reported that the committee met on April and discussed a new Policy 1230 – Parent Booster Club. The work on this policy was done to codify and align with other policies. The policy will appear later on the evening agenda for a vote.

Finance – Commissioner Vibert ask that Mrs. Browne present this month’s Finance Committee Report. Mrs. Browne This month’s report is taken from the March 31st snapshot, the end of Q3 of the 2019-20 fiscal year. There are three areas of the budget currently exceeding the budgeted amounts: General Control, Transportation, and Special Education. The supply line in General Control accounts for much of the overage which has been for the purchase of paper throughout the District. The Transportation budget has encumbered an additional \$120K, though this is expected to change significantly as we negotiate what is owed to First Student. Governor Lamont’s Executive Order No. 7R specifies that public school systems must continue to pay out on contracts in order for busing companies to keep their drivers employed and covered by their existing health insurance plans; each transportation vendor must submit documentation of such. We have reached out to our transportation vendors referencing this executive order and requested such documentation, as well as an updated invoice, and have begun to negotiate these amounts. Special Education is currently over-budget by approximately \$679K. While staff and professional services account for a small portion of the deficit, it is the cost of private outplaced tuitions that cause this area of the budget to be over-budget. As we have approached the last quarter of FY20 and will now begin to reconcile PO’s, we expect this number may improve, slightly. Year-to-date, the district has collected approximately \$2,066,103 in rental, tuition, Medicaid and Excess Cost Grant revenue.

Operations - The Operations Committee met on April 29th, and were presented with the Feasibility Study. The study was conducted to get updated enrollment numbers for the district to address building needs that call for comprehensive facilities plans that are informed by current and projected enrollment. The group was presented with four options Option 1: Pre-K Specialization, K-4, 5-8, 9-12, Option 2: Pre-K Specialization, K-5, 6-8, and 9-12, Option 3: Pre-K Specialization, Mixed K-8 and 9-12 and Option 4: Mixed Pre-K -8 and 9-12. The committee also discussed the Northeast M.S. gym floor replacement, the lowest qualified bid came from Kenvo Floors, the total bid was for \$156,652. The committee voted to approve the bid and forward it to the City Council for approval.

CHAIR REPORT - Chair Jennifer Dube provided an update on Phase III District Learning.

SUPERINTENDENT REPORT - Dr. Carbone’s monthly reported included information regarding District Priorities, Extended School Closure Update, Edgewood Principalship - Kristine Irvine, Staff Awards Virtual Dinner - May 21, 2020 - 6:00 p.m. and Staff Retirement Virtual Reception - June 2, 2020 - 3:30 p.m. Highlights from the report included: Distance Learning Phase III - Focus will be to enhance and improve lesson design, feedback and personalization and student interaction. The Extended School Closure date has changed and it will appear later on tonight’s agenda; Ms. Kristine Irvine (Currently Principal at Stafford) has been named - Principal of Edgewood School. A parent survey has been created to provide feedback regarding Phase III Distance Learning and a Class of 2020 Parent Seminar will be held on May 7, 2020 at 6:00 p.m to discuss End-of-Year Activities and Ceremonies.

CONSENT AGENDA

Following a motion by Karen Vibert and a second by John Sklenka a roll call vote was called.

Approval of the Consent Agenda **PASSED** following a Roll Call Vote of eight (8) Commissioners (Giantonio, O’Brien, Pons, Sklenka, Vibert, Wadowski, Wilson, and Dube) voting Yes.

PERSONNEL

Teacher Retirements

Alves, Blanca – SSS – Grade 1 Teacher – effective June 30, 2020
Nickeson, Frances – BCHS – Spanish Teacher – effective August 31, 2020
Ramonas, Anthony – BEHS – Special Education Teacher – effective June 30, 2020

Teacher Retirements approvals **PASSED** following a Roll Call Vote of eight (8) Commissioners (Giantonio, O'Brien, Pons, Sklenka, Vibert, Wadowski, Wilson, and Dube) voting Yes.

Teacher Resignations

Carasiti, Katrina – BECC – Speech–Language Pathologist
Killion, Christine – NEMS – Special Education Teacher

Teacher Resignations approvals **PASSED** following a Roll Call Vote of eight (8) Commissioners (Giantonio, O'Brien, Pons, Sklenka, Vibert, Wadowski, Wilson, and Dube) voting Yes.

New Teacher Hires

Bailey, Cristen – GH – School Psychologist – Effective August 25, 2020
Bortugno, Matthew – BC/BE – School Psychologist – Effective August 25, 2020

New Teacher Hires approvals **PASSED** following a Roll Call Vote of eight (8) Commissioners (Giantonio, O'Brien, Pons, Sklenka, Vibert, Wadowski, Wilson, and Dube) voting Yes.

A-1 Hires

McDermott, Justin – BEHS – World Language Department Chairperson – effective March 16, 2020
Meyer, Erin – BEHS – Science Department Chairperson – effective March 30, 2020

A-1 Hires approvals **PASSED** following a Roll Call Vote of eight (8) Commissioners (Giantonio, O'Brien, Pons, Sklenka, Vibert, Wadowski, Wilson, and Dube) voting Yes.

PUBLIC COMMENT

1. Ernest Pittman – 65 Palmorr Place – Submitted a public comment via email regarding Board of Education Meeting agendas and information. Chair Jennifer Dube read the letter into the record.
2. Josyln Benoit – 35 High Meadow Lane - Submitted a public comment via email regarding the Facilities Study. Chair Jennifer Dube read the letter into the record.

DELIBERATED ITEMS/DISTRICT LEADERSHIP TEAM REPORTS

Consideration of the Approval of the Annual Healthy Food Certification Statement

Each year the district must certify full compliance with the program, which means that the Board of Education will offer: a) **Healthy Food Options:** The Bristol Public Schools District and pursuant to section 10-215f of the Connecticut General Statutes, hereby certifies that all food items offered for sale to students in the school(s) under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education will meet said standards during the period of **July 1, 2020 through June 30, 2021**. These healthy food items include food offered for sale to students at all times in all schools and from all

Consideration of the Approval of the Annual Healthy Food Certification Statement – con’t

sources including, but not limited to, school stores, vending machines, school cafeteria and any fundraising activities on school premises. b) **Exemption for Food Items:** The Bristol Board of Education or governing authority 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. **Beverage Exemptions:** The Bristol 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 food sales. Mrs. Browne read the motion into the record.

At the May 6, 2020 Board of Education meeting the Board of Education approved the Annual Healthy Food Certification Statement under Section 10-215F of the CT General Statutes (C.G.S) and will offer:

a) Healthy Food Options: The Bristol Public Schools District and pursuant to section 10-215f of the Connecticut General Statutes, hereby certifies that all food items offered for sale to students in the school(s) under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education will meet said standards during the period of July 1, 2020, through June 30, 2021. These healthy food items include food offered for sale to students at all times in all schools and from all sources including, but not limited to, school stores, vending machines, school cafeteria, and any fundraising activities on school premises.

b) Exemption for Food Items: The Bristol Board of Education or governing authority 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.

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Following a motion by Christopher Wilson and a second by Thomas O’Brien a roll call vote was called.

Consideration of the Approval of the Annual Healthy Food Certification Statement – con’t

Annual Healthy Food Certification Statement approval **PASSED** following a Roll Call Vote five (5) Commissioners (Giantonio, Pons, Wadowski, Wilson, and Dube) voting Yes and Three (3) Commissioners (O’Brien, Sklenka and Vibert) voting No.

Amendment to 2019-2020 School Year Calendar – Primary Day/End of Year Closing Date

Due to COVID-19, the Presidential Primary was moved to Tuesday, June 2, 2020. At a Special Board of Education Meeting held on March 25, 2020. The Board voted that schools would not be in session on June 2nd to allow members of the public access to the school buildings for voting. This closure changed the last day of school of the 2019-2020 school year to Thursday, June 18, 2020. The Presidential Primary has now been rescheduled to Tuesday, August 11, 2020 when regular classes are not in session. This date change would now move the last day of school for the 2019-2020 school year to Wednesday, June 17, 2020. The motion was read into the record.

Due to the rescheduling of the Presidential Primary to Tuesday, August 11, 2020. It is recommended that the last day of the 2019-2020 school year for K-5, K-8, middle, and high school be Wednesday, June 17, 2020, at the end of the school session, and completion of the 181st day of school.

Following a motion by Allison Wadowski and a second by Kristen Giantonio a roll call vote was called.

Amendment to 2019-2020 School Year Calendar – Primary Day/End of Year Closing Date PASSED

following a Roll Call Vote of seven (7) Commissioners (Giantonio, O’Brien, Pons, Sklenka, Wadowski, Wilson, and Dube) voting Yes and One (1) Commissioner (Vibert) voting No.

Quarterly Enrollment Numbers

Dr. Galloway presented the quarterly enrollment figures for the first quarter of 2020 school year.

POLICY REVISION

Policy 1230 – Parent Booster Clubs – New

This policy provides greater detail with respect to the governance and operations of parent and booster clubs. The revisions made codify and align with other policies.

Following a motion by Karen Vibert and a second by John Sklenka a roll call vote was called.

Adoption of Policy 1230 – Parent Booster Clubs – PASSED following a Roll Call Vote of seven (7)

Commissioners (O’Brien, Pons, Sklenka, Vibert, Wadowski, Wilson, and Dube) voting Yes and one (1) Commissioner Giantonio abstaining.

BUILDING REPORTS -The following building updates were shared with the board

1. MBIAMS Update – Dr. Dietter
2. Stafford School – Roof Project – Tim Callahan
3. South Side – HVAC Project - Tim Callahan
4. Northeast Middle School – Gym Floor Update - Tim Callahan

NEW BUSINESS There was no New Business to come before the Board.

INFORMATION/LIAISON REPORTS

There were no Information/Liaison Reports given.

VOTE TO CONVENE INTO EXECUTIVE SESSION *for the purpose of discussing:*

1. Superintendent's Contract

Dr. Sam Galloway was invited into Executive Session. Commissioners conducted Executive Session via the Zoom meeting platform

EXECUTIVE SESSION

PRESENT: Commissioners Jennifer Dube, Kristen Giantonio, Thomas O'Brien, Shelby Pons, John Sklenka, Karen Vibert, Allison Wadowski and Christopher Wilson Superintendent, Dr. Sam Galloway, Director of Talent Management

1. Superintendent's Contract

Commissioners discussed the Superintendent's Contract.

RECONVENE INTO PUBLIC SESSION *to take any votes on items discussed in Executive Session. (9:00)*

Following a motion by Thomas O'Brien and a second by Christopher Wilson a roll call vote was called.

Reconvene Into Public Session PASSED following a Roll Call Vote of nine (8) Commissioners (Giantonio, O'Brien, Pons, Sklenka, Vibert, Wadowski, Wilson, and Dube) voting Yes.

Superintendent Contract

That the Board of Education extend the contract for Superintendent Catherine Carbone to be effective July 1, 2020 to June 20, 2023. Dr. Carbone has agreed to no salary increase for fiscal year 2020-2021.

Following a motion by Thomas O'Brien and a second by Christopher Wilson a roll call vote was called.

Superintendent Contract Extension PASSED following a Roll Call Vote of nine (8) Commissioners (Giantonio, O'Brien, Pons, Sklenka, Vibert, Wadowski, Wilson, and Dube) voting Yes.

ADJOURNMENT

On motion by Thomas O'Brien and seconded by Karen Viber it was unanimously

VOTED: *That there being no other business to come before the Board, the meeting should be adjourned. (9:12 p.m.)*

Respectfully Submitted

Susan P. Everett

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Executive Secretary to Board of Education