

**BOARD OF EDUCATION**  
**Bristol, Connecticut**  
**December 2, 2020 – Regular Meeting Minutes**

The regular meeting of the Bristol Board of Education was held on Wednesday, December 2, 2020, at 7:00 p.m. via the Cisco WebEx Meeting Platform.

**PRESENT:** Commissioners: Eric Carlson, Jennifer Dube, Kristen Giantonio, Thomas O'Brien, Shelby Pons, Karen Vibert, Allison Wadowski and Christopher Wilson; Dr. Catherine Carbone, Superintendent, Dr. Michael Dietter, Deputy Superintendent, Dr. Sam Galloway, Director of Talent Management, Jill Browne, Business Director, Carly Fortin, Director of Teaching and Learning, and Peter Kelley, Council Liaison

**EXCUSED:** Commissioner John Sklenka

**CALL TO ORDER/PLEDGE OF ALLEGIANCE/NATIONAL ANTHEM/MOMENT OF SILENCE**

Chair Jennifer Dube called the meeting to order at 7:00 p.m. and asked the attendees to stand for the Pledge of Allegiance.

**MEETING NORMS**

Commissioner Dube read the meeting norms.

**STAFF & STUDENT RECOGNITION**

The Board of Education recognized Dr. Galloway, Mentor Teachers, CCSU, and NextGen Educators. Mr. Galloway announced the NewGen Educator program that Bristol is participating with CCSU. Mr. Galloway presented Rebecca Adinolfi a student currently participating in the program. Rebecca spoke briefly about her experience with the program.

Carly Fortin, Director of the Office of Teaching and Learning recognized Rochelle Schwartz and the Roaring Brook Nature Center. Mrs. Schwartz has established various programs with Roaring Brook Nature Center. They are currently running several interactive virtual lessons for our students. Mrs. Fortin shared photos and a video of students participating in a lesson about the weather. Mrs. Fortin thanked Mrs. Schwartz for her work and created the lesson plans for our students.

**APPROVAL OF MINUTES**

**November 4, 2020, Regular Meeting Minutes**

On a motion by Eric Carlson and a second by Kristen Giantonio

Approval of the **November 4, 2020 – Regular Meeting Minutes PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

**November 10, 2020 – Special Meeting Minutes**

On a motion by Allison Wadowski and a second by Eric Carlson

Approval of the **November 10, 2020 – Special Meeting Minutes PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

**STUDENT REPRESENTATIVE REPORTS**

**Bristol Central High School Student Representative Report** - Sydney Rodriguez – Junior representative from Bristol Central shared with the board how remote learning was going for the students and various activities that have taken place at Bristol Central.

**Bristol Eastern High School Student Representative Report** – Trisha Mohan – Junior representative from Bristol Eastern shared information and activities that have taken place at Bristol Eastern over the last month.

## COMMITTEE REPORTS

**Communications and Community Relations** – Commissioner Pons reported that the committee met earlier this evening. The committee met the new Director of Communications, Mr. Brian Burke. Mr. Burke joined the Board of Education a month ago. Mr. Burke presented the Communications and Community Relations Strategic Plan Overview to the committee. The committee discussed the plan and communications that would be going out to engage parents, teachers, and students and that there will be a focus on grant writing to bring in funds.

**Finance** - Commissioner Vibert reported that the committee met. The report received was taken from the October 31st snapshot in the 2020-21 fiscal year. The operational budget shows an available balance of \$3,853,343. This is a large shift from last month's snapshot as the annual transfer to the City for our employee health insurance and Workmen's Compensation has been completed. Also, all tuitions for our outplaced students have now been encumbered for the year. We are moving through the year as planned, in large part due to the additional funding afforded to us through the CARES Act (\$1,645,452) and the Coronavirus Relief (\$1,233,527) Funding sources.

We will continue to focus on the Special Education Character. We are now exceeding our budget in the area of Private Facility Tuitions. We budgeted an overall tuition increase of 1.5% with a 1.8% increase in private facility tuitions; however, the average tuition increase from last fiscal year to the current fiscal year is 2.8%. This disparity, coupled with additional students requiring outplacement than were planned for at the time of budget development, accounts for the deficit in this area. Additionally, we are significantly under budget in the area of special education transportation at this time. This savings is a direct result of approximately 30 outplaced students attending in a virtual or hybrid platform or parents are transporting them. The Business Office and Special Education Office will continue to meet regularly to monitor and report on special education tuition costs.

Commissioners should mark their calendars with the following dates: Budget Workshop #1 - Tuesday, January 19th, (Snow date Thursday, January 21st); Budget Workshop #2 - Tuesday, January 26th (Snow date Thursday, January 28th).

**Operations** - Commissioner Carlson reported that there was no regular meeting, but a special meeting was held on December 1<sup>st</sup> to discuss a Cell Phone Tower at Northeast Middle School. The committee will need board approval to approve the first part of the request which is was the preliminary work.

**Personnel** - Commissioner O'Brien reported that the committee met to discuss preparations for the ongoing negotiations with most of our unions. Items that will need to be worked on will pension, post-retirement, and current medical benefits.

## CHAIR REPORT

Chair Jennifer Dube shared information regarding the NextGen Educator press conference held on Friday, November 20, 2020, at Bristol Eastern High School.

## SUPERINTENDENT REPORT

Dr. Carbone reported on two of the four 2019-2024 District Priorities: Teaching and learning and Health and Safety. Dr. Carbone shared that the district will remain in Remote instruction until December 4, 2020, then PK-5 (all in) on December 7, 2020, and 6-12 return in hybrid December 7, with December 7 starting as an A day. CVL parent meetings were held for K-5 and 6 – 12. Themes from CVL Parent Meetings: Teacher efforts, increase live instruction, support materials for mathematics, more communications with CVL families, and attendance. December 2<sup>nd</sup> is National Special Education Day. Dr. Carbone shared an Equity Leadership Team Update regarding the Equity Statement, Core Beliefs, Equity Stance, and that professional learning for all staff is taking place. In regards to Health and Safety, the district has conducted 636 Student Tracing Events, 94 Staff tracing Events and 42 BPS Traced Positive Cases. Finally, Dr. Carbone gave an update from the BOE December 1st Feasibility Workshop. Ultimately the plan/plans selected after the evening's meeting should ensure we renovate and update the oldest buildings within our portfolio of schools; Redistrict to create parity in both class size and demographics; Adopt consistent grade configurations and instructional models across the portfolio of schools and ensure grade configurations align to the developmental plane of the child being served and affords greater access to full-day PK programming.

## **CONSENT AGENDA**

Chair Dube called for the approval of the Consent Agenda. Commissioner Wilson asked that Item 8.1.1 Teacher Retirements be pulled out for discussion.

### **Personnel**

#### **Teacher Resignations**

Joliat, Barbara – BEHS – Latin Teacher effective 12/18/2020

Palmer, Kim – MTV – Special Education Teacher effective 11/30/2020 (correction from 11/4/2020 Agenda)

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

Approval of **Teacher Resignations PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Vibert, Wadowski, Wilson, and Dube) voting YES.

#### **Teacher Request for Unpaid Leave of Absence**

Cyr, Alicia – WB – Kindergarten Teacher – effective November 18, 2020 through January 4, 2021

Weiland, Peter – WB – Special Education Teacher – effective 10/26/2020 – indefinitely

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

Approval of **Teacher Requests for Unpaid Leave of Absences PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Vibert, Wadowski, Wilson, and Dube) voting YES.

#### **A-1 Hire – Effective November 2, 2020**

Machol, Keri – BCHS – National Honor Society

Reichler, Elizabeth – BCHS – National Honor Society

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

Approval of **A-1 Hire PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Vibert, Wadowski, Wilson, and Dube) voting YES.

#### **A-3 Hire**

Casasanta, Caitlin – GH – K-8 Curriculum Coordinator effective 10/28/2020

Martino, Danielle – CHMS – AVID Coordinator effective 11/12/2020

Tartarelli Michael – ID – Gifted Coach effective 11/4/2020

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

Approval of **A-3 Hire PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Vibert, Wadowski, Wilson, and Dube) voting YES.

## **GRANTS**

Approval of Title IV-A Funds for Student Support and Academic Enrichment (SSAE) Grant Consolidated Federal Grant

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

**Approval of the Title IV-A Funds for Student Support and Academic Enrichment (SSAE) and the Consolidate Federal Grant PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Vibert, Wadowski, Wilson, and Dube) voting YES.

Commissioner Wilson took a moment to acknowledge and talk a little about the retirement of Robert DeSantis.

## **Teacher Retirements**

DeSantis, Robert – BCHS – Physical Education Teacher effective 12/1/2020

Jasulavic, Joyce – GH – Grade 2 Teacher effective 11/30/2020

Jones, Anne-Louise – BCHS – Special Education Teacher effective 6/11/2020

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

Approval of **Teacher Retirements PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) voting YES.

## **PUBLIC COMMENT**

Public Comment was received via email from Craig and Amy Bernier - 584 Lake Ave – regarding what specific metrics are being used to determine that it is now safe to return to school on Monday, December 7<sup>th</sup>. Dr.

Carbone explained the metrics used by the district.

## **CURRICULUM REVISIONS**

### **BPA Mathematics Curriculum – Second Reading**

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

Approval of the **BPA Math – Second Reading PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) voting YES.

### **BPA Science Curriculum - Second Reading**

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

Approval of the **BPA Science - Second Reading PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) voting YES.

### **ECE Medical Terminology - Second Reading**

Following a motion by Karen Vibert and a second by Kristen Giantonio a roll call vote was called.

Approval of the **ECE Medical Terminology - Second Reading PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) voting YES.

## **NEW BUSINESS**

### **Addition of Item to the agenda for Discussion**

Following a motion by Karen Vibert and a second by Eric Carlson a roll call vote was called.

Approval of the **Adding Cell Tower Preliminary Work to the agenda for discussion PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) voting YES.

### **Cell Tower Preliminary Work Approval**

Tim Callahan read the motion on the table:

*Motion for the BOE to make a recommendation to commence work on the due diligence survey and conceptual design by Smartlink to add a cell tower at the Northeast Middle School property located at 530 Stevens Street Bristol CT. and to allow Smartlink to apply for the Connecticut Siting Permit to move forward.*

Following a discussion, and a motion by Thomas O'Brien and a second by Eric Carlson a roll call vote was called.

Approval of the **Cell Tower Preliminary Work PASSED** with six (6) Commissioners (Carlson, O'Brien, Pons, Vibert, Wilson, and Dube) voting YES; and two (2) commissioners (Giantonio and Wadowski) voting No.

## **BUILDING REPORTS**

**MBIAMS Update** – Dr. Dietter presented the Memorial Boulevard Intradistrict Arts Magnet School Update. Work continues to progress at the site; most notably, on the West elevation, where the gymnasium will be. Dr. Dietter shared photos from the site with commissioner’s photos included the ongoing abatement, a damaged light fixture, that is now out to be repaired and restored, and pillars with exposed rebar. The light contractor will start next week, the glass and glaze contractor has been out and we have gone out to bid for the windows and are awaiting final numbers. We are still under budget and on track.

**South Side - HVAC Project** – Tim Callahan gave the South Side HVAC Project report. Mr. Callahan reported that the majority of items have been installed. Heating and ventilation are now operational. All testing and balancing will be completed by the end of next week; excavation for the Condensing Unit will begin next week to install the new concrete pan; Condensing Unit will be craned in and installed over the Holiday Break; Commissioning for ventilation and heating will be in 2 weeks; Commissioning for Air Conditioning will happen in the late spring.

## **INFORMATION/LIAISON REPORTS**

Chair Dube shared a report about exciting things happening at Mountain View and Commissioner Vibert shared an event that she participated in with South Side School

**VOTE TO CONVENE INTO EXECUTIVE SESSION** *for the purpose of discussing the Superintendent’s Evaluation.*

Following a motion by Karen Vibert and a second by Eric Carlson

Approval of the **VOTE TO CONVENE INTO EXECUTIVE SESSION** *for the purpose of discussing the Superintendent’s Evaluation 2021-2022 PASSED* with eight (8) Commissioners (Carlson, Giantonio, O’Brien, Pons, Vibert, Wadowski, Wilson, and Dube) voting YES.

A five (5) minute recess was called before commissioners convened into the breakout room.

## **EXECUTIVE SESSION**

Executive Session was called to order at 8:32 p.m.

Commissioners discussed the Superintendent’s Evaluation.

**RECONVENE INTO PUBLIC SESSION** *to take any votes on matters discussed in Executive Session.*

No matters discussed in Executive Session required a vote. (8:48 p.m.)

## **ADJOURNMENT**

There being no other business to come before the Board of Education the meeting should adjourn. (8:49 p.m.)

Respectfully Submitted

*Susan P. Everett*

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Executive Secretary to the Board of Education