

BOARD MINUTES- Draft 11/27/2017
Monday, November 27, 2017 7:00 PM
BOE Room, 4 Vision Boulevard, Somers, CT 06071

1. Draft Minutes of BOE Meeting 11-27-2017

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**Board of Education Meeting
November 27, 2017 7:00 PM
Board of Education Room**

Attendance Taken at 7:01 PM:

Present Board Members:

Jan Martin
Sarah Bollinger
Barbara Capuano
David Palmer
Bruce Devlin
Rick Lees
Jeremy Anderson
Kate McLellan
Anne Kirkpatrick

Updated Attendance:

Sarah Bollinger was updated to absent at: 7:34 PM

1. BOARD OF EDUCATION MEMBERS SWORN IN

Rationale:

Board of Education re-elected and newly elected members will be sworn in by Somers Town Clerk, Ann Logan.

Discussion:

Ann Logan, Somers Town Clerk, was present to swear in B. Devlin, D. Palmer, S. Bollinger, K. McLellan, J. Anderson, and J. Martin to the Board of Education at 6:58 p.m. before the 11/27/17 Board of Education meeting.

2. CALL TO ORDER

Discussion:

The regular meeting of the Board of Education was called to order at 7:01 p.m. by B. Devlin in the Mabelle B. Avery Middle School Board of Education meeting room.

3. PLEDGE OF ALLEGIANCE

4. ELECTION OF OFFICERS

Rationale:

The Board of Education will elect new officers at this meeting.

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Discussion:

Following the election of officers, Chairman Devlin asked BOE members if they would like to change any committees they are on. J. Anderson will be moving to the Salary and Negotiation committee while J. Martin will sit on the Curriculum and Policy committees.

Motion Passed: Superintendent Czapla opened the floor for nominations for Chairman on the Board of Education. B. Devlin was nominated and passed with a motion by David Palmer and a second by Kate McLellan.

9 Yeas - 0 Nays.

Jan Martin	Yes
Sarah Bollinger	Yes
Barbara Capuano	Yes
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Jeremy Anderson	Yes
Kate McLellan	Yes
Anne Kirkpatrick	Yes

Motion Passed: Chairman Devlin opened nominations for Vice Chairman on the Board of Education. D. Palmer was nominated for Vice Chairman on the Board of Education and passed with a motion by Barbara Capuano and a second by Anne Kirkpatrick.

9 Yeas - 0 Nays.

Jan Martin	Yes
Sarah Bollinger	Yes
Barbara Capuano	Yes
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Jeremy Anderson	Yes
Kate McLellan	Yes
Anne Kirkpatrick	Yes

Motion Passed: Chairman Devlin opened nominations for Secretary on the Board of Education. Rick Lees was nominated for Secretary on the Board of Education and passed with a motion by Kate McLellan and a second by Sarah Bollinger.

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9 Yeas - 0 Nays.

Jan Martin	Yes
Sarah Bollinger	Yes
Barbara Capuano	Yes
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Jeremy Anderson	Yes
Kate McLellan	Yes
Anne Kirkpatrick	Yes

5. APPROVAL OF MINUTES

Rationale:

Board Minutes of 11/13/17 will be reviewed and approved by the Board.

Motion Passed: Draft minutes from 11/13/17 passed with a motion by Barbara Capuano and a second by Kate McLellan.

9 Yeas - 0 Nays.

Jan Martin	Yes
Sarah Bollinger	Yes
Barbara Capuano	Yes
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Jeremy Anderson	Yes
Kate McLellan	Yes
Anne Kirkpatrick	Yes

6. AUDIENCE TO CITIZENS/STAFF/STUDENTS

Discussion:

SHS student representatives, S. Hearn and E. Genece, updated the Board regarding SHS events. Cheerleading practices began on 11/27/17. The Somers Soccer team lost in the championship game on 11/18/17 with a score 0-4. Seniors, a few juniors, and a freshman will be visiting University of Hartford Friday, 12/1/17, led by Mr. Macaluso. The Paris-themed semi-formal will be held on Friday, 12/1/17, in the SHS gym. The Drama Club cast was chosen on 11/22/17. They will be performing Shrek and organizing a Gingerbread and Sugar Cookie fundraiser. The National Honors Society distributed letters to eligible scholars. Applications must be turned in by 12/4/17. The Marine Science class will be going to Mystic Aquarium.

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7. CORRESPONDENCE

8. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

9. CONSENT AGENDA

9.1. Warrant of 11/27/2017.

Rationale:

The Board is to consent to the bills in the warrant of 11/27/2017.

Motion Passed: The BOE reviewed the 11/27/17 warrant in the amount of \$84,803.58 and passed with a motion by David Palmer and a second by Rick Lees.

9 Yeas - 0 Nays.

Jan Martin	Yes
Sarah Bollinger	Yes
Barbara Capuano	Yes
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Jeremy Anderson	Yes
Kate McLellan	Yes
Anne Kirkpatrick	Yes

10. NEW BUSINESS

11. OLD BUSINESS

11.1. 2nd Warning - SHS Curriculum Proposal - English novel "Things Fall Apart"

Rationale:

2nd Warning - SHS Curriculum Proposal - English novel "Things Fall Apart". The Curriculum Committee has met and is available for discussion.

Discussion:

Dr. I. Zytka, Director of Curriculum, will be asked to answer J. Martin's question regarding who the "academy" is as documented in the last sentence of the Textbook Proposal Form.

Motion Passed: The BOE reviewed the SHS Curriculum Proposal for the English novel, "Things Fall Apart," and passed with a motion by Kate McLellan and a second by Barbara Capuano.

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9 Yeas - 0 Nays.

Jan Martin	Yes
Sarah Bollinger	Yes
Barbara Capuano	Yes
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Jeremy Anderson	Yes
Kate McLellan	Yes
Anne Kirkpatrick	Yes

11.2. 2nd Warning - SHS Curriculum Proposal - New Course - Mathematics Skills Intervention.

Rationale:

2nd Warning - SHS Curriculum Proposal - New Course - Mathematics Skills Intervention. The Curriculum Committee has met and is available for discussion.

Motion Passed: The BOE reviewed the SHS Curriculum proposal of a new course, Mathematics Skills Intervention, and passed with a motion by Kate McLellan and a second by Barbara Capuano.

9 Yeas - 0 Nays.

Jan Martin	Yes
Sarah Bollinger	Yes
Barbara Capuano	Yes
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Jeremy Anderson	Yes
Kate McLellan	Yes
Anne Kirkpatrick	Yes

11.3. 2nd Warning - SHS Curriculum Proposal - New Course - English - Literacy Skills.

Rationale:

2nd Warning - SHS Curriculum Proposal - New Course - English - Literacy Skills. The Curriculum Committee has met and is available for discussion.

Motion Passed: The BOE reviewed the SHS Curriculum proposal of a new course in English, Literacy Skills, and passed with a motion by Kate McLellan and a second by Anne Kirkpatrick.

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9 Yeas - 0 Nays.

Jan Martin	Yes
Sarah Bollinger	Yes
Barbara Capuano	Yes
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Jeremy Anderson	Yes
Kate McLellan	Yes
Anne Kirkpatrick	Yes

11.4. 2nd Warning - SHS Curriculum Proposal - New Course - French 1.

Rationale:

2nd Warning - SHS Curriculum Proposal - New Course - French 1. The Curriculum Committee has met and is available for discussion.

Discussion:

Superintendent Czapla answered J. Anderson's question regarding a potential need for a .2 position.

Motion Passed: The BOE reviewed the SHS Curriculum proposal for a new course, French 1, and passed with a motion by Kate McLellan and a second by Barbara Capuano.

9 Yeas - 0 Nays.

Jan Martin	Yes
Sarah Bollinger	Yes
Barbara Capuano	Yes
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Jeremy Anderson	Yes
Kate McLellan	Yes
Anne Kirkpatrick	Yes

12. ADMINISTRATIVE REPORTS

12.1. Somers High School Counseling Report

Rationale:

The Somers High School Counseling and Career Center Report

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Discussion:

Mr. G. Cotzin, SHS Principal, and Mr. D. Carroll, SHS Assistant Principal, updated the Board on the SHS Counseling and Career Center. Numerous changes have been implemented in course levels, the grading system, and the transcript submission process. SHS moved to a 100 point weighted GPA scale used to determine honor roll status, class rank, and will be recorded on high school transcripts. Academic and College Prep courses will carry a 1.0 weighted factor; Honors courses will carry a 1.1 weighted factor; and, AP/ECE courses will carry a 1.2 weighted factor. Both the numerical average and letter grade will appear on report cards and transcripts this year but will most likely drop to just the numeric scale next year. Another big change that SHS has adopted has been transitioning from mailing all transcripts and supporting documents to colleges to sending them electronically via eDocs (Naviance). It has been a learning process but much more efficient. In terms of 2017 college acceptances, 70% are attending 4-year colleges, 12.15% are attending 2-year colleges, .02% are attending the military, and the remaining students reported employment, a year off, or unknown. Mr. Cotzin recognized that these numbers may be slightly skewed due to the fact that Naviance is a self-reporting program and that all students may not have participated. Mr. Cotzin and Mr. Carroll will look into the program, Naviance, to determine if it follows 2-year college students who then transfer to a 4-year college. The class of 2018 has 48 seniors who have applied to 283 colleges as of 11/15/17. 12/1/17 deadlines will be the next round. The College Fair took place during the day on 10/19/17 with over 125 colleges, universities, and military represented. Parents were also invited. Information was provided to parents who were not able to attend during the day but could attend an evening College Fair off the SPS campus. The feedback was overwhelmingly positive. In career activities/news, students have the opportunity to meet with Ms. M. Duffy, SHS Career Specialist, and may participate in career assessments, career treks, job shadow, and may take part in independent study. Mr. Cotzin also commended Ms. K. Giannuzzi, SHS Guidance Counselor, who has been filling in full-time for Ms. K. Regan.

12.2. Erase Survey Report

Rationale:

Mr. Cotzin and Mr. Krevolin, Principals of Somers High and MBA Middle School will be on hand to discuss the Erase Survey Report of 2017.

Discussion:

Mr. C. Krevolin, MBA Principal, and Mr. G. Cotzin, SHS Principal, updated the Board regarding the May-June 2017 summary of data regarding the ERASE Survey (East of the River Action for Substance Abuse Elimination). This survey is utilized to monitor rates and trends of substance abuse and other risky behaviors over the past 15 years. The survey is given every five years to 6th-12th graders, and the collected data aids in the future planning of services and activities for young people in the town of Somers. Due to some questions being too explicit, Mr. Krevolin and former Superintendent Suffredini agreed to eliminate 6th graders from the survey. Mr. Krevolin noted that he received several calls from parents who were very upset and

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concerned regarding the content of the survey even though letters were distributed to parents/guardians notifying them of the purpose and content of the survey. Parents/guardians and students had the option to opt out. Mr. Krevolin may recommend that in five years the survey be distributed to 8th-12th graders. Survey content included alcohol use, binge drinking, use of tobacco, inhalants, gambling, marijuana, prescription drugs, sexual activity, and bullying. In areas of alcohol use, binge drinking, and e-cigarettes, Somers was slightly higher than the ERASE region but considerably lower than national averages. Gambling in grades 7-12 showed a significant drop when compared to data collected in 2006. Bullying rates were at an approximate 10% level and broken down into various areas including being excluded; hit, kicked, pushed, shoved, or locked indoors; other kids spreading lies and rumors; had money or things taken away; threatened or forced to do things; name-calling/comments about race; name-calling/comments with a sexual meaning. Survey data shows an increase in incidents of sexual activity as students progress from grades 7-12. Mr. Krevolin noted that social media is another stress placed on students. He stated that the schools have much better control utilizing Chromebooks than with the iPads.

12.3. Technology Update - 5 year Plan

Rationale:

Mr. Rob Wilson will present the Technology Update - 5 year Tech Plan.

Discussion:

Mr. R. Wilson, Director of Technology and Information Services, updated the Board regarding the five-year technology replenishment plan in order to keep students, staff, and teacher equipment up-to-date. He initially reminded BOE members to use only their somers.k12.ct.us account for communications. He determined immediate goals over the five years with an expected cost projection per year. The plan may have to be adjusted periodically due to the budget per year; however, it depicts technological priorities in order to prepare the BOE.

12.4. Communication Report

Rationale:

Superintendent Czapla will review with the Board the survey taken in the fall of 2017 on Communications with parents and staff.

Discussion:

Superintendent Czapla updated the Board regarding the results of the Communications Survey. The information will be evaluated and other communication plans will be analyzed from other districts. There were approximately 290 respondents who participated in the four-question survey. Email and text received the highest "preferred" responses. Social media and Town Hall forums were not overwhelmingly the favorite; however, the superintendent will pay attention to these responses. The highest topics of interest included curriculum/educational program, safety and security, rationale/reasons for decisions made by the school system leadership, and budget, policy, and other

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governance information. The top preferences for frequency of communications include only when major decisions or updates are warranted, monthly, and weekly. Superintendent Czapla will discuss the communication plan with the BOE in the spring.

12.5. Superintendent's Update

Rationale:

Superintendent Czapla will give an informational update to the Board.

Discussion:

Superintendent Czapla reminded the BOE that they have eMeeting training from CAFE on 12/11/17 at 6 p.m. Utilizing this program will modernize meetings. Mr. Boutwell, Director of Business Services, administrators, and Superintendent Czapla have been meeting to look at 2018-19 budget requests and needs while organizing the figures. They have spent the last 8-12 weeks working on two budgets. The budget will be proposed to the BOE in January. There is a CAFE workshop coming up this week and, if the BOE members are interested, registration must be in by 11/30/17. Superintendent Czapla also stated that he is contractually obligated to remind the BOE that his mid-year evaluation is due by 12/30/17.

13. COMMITTEE REPORTS

13.1. BUDGET

Discussion:

As discussed under agenda item 12.5.

13.2. CURRICULUM

Discussion:

No report.

13.3. POLICY

Discussion:

A. Kirkpatrick reported that the committee met prior to the 11/27/17 BOE meeting. There will be one policy to warn at the next BOE meeting. The next committee meeting will be held on 1/22/17 at 6 p.m.

13.4. SALARY & NEGOTIATION

Discussion:

D. Palmer reported that the next session with the administrators will be held on 12/6/17. D. Palmer will update J. Anderson with dates and times.

13.5. PLANNING

Discussion:

D. Palmer reported that the next meeting will be held on 12/5/17 at 5:30 p.m.

13.6. OTHER COMMITTEES

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Discussion:
None.

14. OTHER

Discussion:
Chairman Devlin recognized Mr. Ken McCarthy, MBA Physical Education Teacher, who was honored and inducted into the Connecticut Lacrosse Hall of Fame. Superintendent Czapla reported that SHS students will update the BOE on school events every fourth Monday. Beginning the next BOE meeting, the agenda will include recognizing BOE, staff, community, or student accomplishments. J. Martin recognized SHS student, Kylie Raymond, for her cross country accomplishment.

15. ADJOURNMENT

Motion Passed: Adjournment at 8:28 p.m. was passed with a motion by Jan Martin and a second by Kate McLellan.

8 Yeas - 0 Nays.

Jan Martin	Yes
Sarah Bollinger	Absent
Barbara Capuano	Yes
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Jeremy Anderson	Yes
Kate McLellan	Yes
Anne Kirkpatrick	Yes

Rick Lees, Board Secretary
Shannin Burns, Board Recording Secretary

Date Approved