

**Columbia Board of Education
Minutes
Monday, March 5, 2018
Regular Meeting, 7:30 p.m.**

Board Members Present: Christopher Lent, Linette Dooley, Karin Vertefeuille, Gary Littlefield, David Crim, James Chakulski, Kathy Tolsdorf

Absent: none

Others Present: Lol Fearon-Superintendent, Alyssa Gwinnell-Principal, Barbara Wilson-Director of Special Education, Bev Ciurylo-Town Finance Director, Jennifer Hill-Assistant Principal, Steve Piro, Tom Boardman

I. Call to Order Chairman C. Lent called the meeting to order at 7:39 p.m.

J. Chakulski MOVED, G. Littlefield SECONDED to remove items a) Approval of February 5, 2018 Regular Meeting Minutes and item b) Approval of February 26, 2018, Special Meeting Minutes from the consent agenda.

MOTION CARRIES 7:0.

II. Pledge of Allegiance

III. Comments from the Audience (Bylaws of the Board #9300)

Time allotted for public participation is twenty (20) minutes; time allotted for an individual speaker is three (3) minutes.

No comments from the audience were received.

IV. Action Items (Consent)

A consent agenda is presented by the Chairman at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the assembly.

~~a) Approval of February 5, 2018 Regular Meeting Minutes~~

~~b) Approval of February 26, 2018, Special Meeting Minutes~~

c) Payment of Bills

d) Expenditure Report

e) Appointment of Mrs. Kristen Maltese as the Literacy Instructional Coach & Interventionist for the 2018-19 school year

f) Appointment of Ms. Dawn Bedard as the Math Instructional Coach & Interventionist for the 2018-19 school year

g) Letter of Resignation, Mr. Laurence Fearon, Superintendent of Schools

D. Crim MOVED, K. Tolsdorf SECONDED to approve items c-g of the consent agenda.

MOTION CARRIES 7:0.

V. Action Items (Discussion and Action)

a) 2018-2019 Board of Education Budget

Mr. Fearon provided a PowerPoint presentation reviewing program enhancements which have been achieved without adding staff and minimal funding as well as enrollment figures, focus of the budget and increases and decreases. The total request for the budget is \$12,825,454.

Board members reviewed the budget timeline process.

G. Littlefield MOVED, L. Dooley SECONDED to approve the Board of Education 2018-2019 budget in the amount of \$12,825,454.

MOTION CARRIES 7:0.

Capital Budget Plan 2018-2022

G. Littlefield MOVED, D. Crim SECONDED to approve the Capital Improvements Budget Plan for 2018-2022.

Mr. Fearon noted the plan is updated and reviewed each year.

MOTION CARRIES 7:0.

b) Approval of February 5, 2018, Regular Meeting Minutes

G. Littlefield MOVED, D. Crim SECONDED to revise section III. Comments from the Audience - The comment by Mr. Lent should be corrected to: Columbia's contracts with Bolton and EO Smith expire on 6/30/2022 and if any changes are made, notice must be given to the current schools by 6/30/2021.

K. Tolsdorf MOVED, K. Vertefeuille SECONDED to amend the minutes as noted.

MOTION CARRIES 6:0. (K. Tolsdorf ABSTAINED)

J. Chakulski MOVED, G. Littlefield SECONDED to approve the minutes of February 5, 2018 as amended.

Discussion – J. Chakulski noted the schools need to be notified of any changes or maintenance of the current contracted schools so the wording "if any changes are made" should be removed.

J. Chakulski MOVED, G. Littlefield SECONDED to further amend the minutes of February 5, 2018 to strike out the following:

Columbia's contracts with Bolton and EO Smith expire on 6/30/2022 and ~~if any changes are made~~, notice must be given to the current schools by 6/30/2021.

MOTION CARRIES 6:0. (K. Tolsdorf ABSTAINED)

G. Littlefield MOVED, D. Crim SECONDED to approve the minutes of February 5, 2018 as amended.

MOTION CARRIES 6:0 (K. Tolsdorf ABSTAINED)

c) Approval of February 26, 2018 Special Meeting Minutes

G. Littlefield MOVED, K. Tolsdorf SECONDED to approve the minutes of February 26, 2018.

Discussion:

K. Tolsdorf requested section XI. Columbia Board of Education Member Comments, be amended to better reflect her comments and concerns as follows:

"Kathy Tolsdorf said she was still concerned and opposed to putting capital expenses into the operating budget to bring the proposed budget up to the required MBR. She stated she understands and supports the new MBR law which allows new ways to reduce MBR, but did not understand how the new law provided for transfers from the capital budget to the operational budget.

Mrs. Tolsdorf expressed her support for all the other changes proposed by Mr. Fearon and the Board as they would help bring our proposed budget up to meet next year's MBR and help ensure our budget could meet contingencies that have been problematic in the recent past.

Mr. Fearon reassured Mrs. Tolsdorf that he had discussed the capital transfers with authorities and there should be no concerns about the transfers.

Mrs. Tolsdorf then inquired whether or not there were not other ways (other than transfers from the capital budget to operational budget) that the Board or Administration might add to the proposed budget that would allow the school to meet MBR. Mrs. Tolsdorf asked if money we were required to add could go directly to classrooms, students, or programming rather than to repairs/capital improvements that were normally paid out of the town budget.

Mr. Fearon and Mrs. Gwinnell pointed out the recent improvements to programming at Porter and reassured Mrs. Tolsdorf that there were no further needs in next year's programming that would require money being added."

L. Dooley felt the correction could be summarized in a few sentences and should not be included as re-written minutes.

K. Tolsdorf said the minutes did not reflect what she said if and she can't clarify the minutes then she would like her comments stricken.

K. Vertefeuille requested a revision of her comment during Board Member Comments as follows:

K. Vertefeuille asked how much the MBR will be impacted by the budget reduction. She also asked how will the reduction in MBR affects future MBR and wanted to ensure we were encompassing all the needs of the school given past reductions.

G. Littlefield MOVED, K. Vertefeuille SECONDED to table action on the minutes of February 26, 2018.
MOTION CARRIES UNANIMOUSLY 7:0.

Revisions will be made to the minutes and included for action on the April 2, 2018 Agenda.

VI. Presentation – State Department of Education Accountability Report

Mrs. Gwinnell, Principal provided a PowerPoint presentation outlining responses to areas of concern in aligning curriculum and teaching techniques to address areas of focus to improve student's SBAC scores. Teachers will embed questions similar to those included in the SBAC testing and also focus on maintaining lengthened responses.

VII. Reports of Board Committees

- Policy
- Budget – discussed earlier this evening during the subcommittee meeting.
- Teaching and Learning - A subcommittee meeting will be held Monday, April 2, 2018 at 6:30 pm.
- Ad hoc Committee on Future Needs – Mr. Fearon suggested a possible meeting on March 19th to review the outcome of the open ended FNC survey questions. A trifold/post card mailing will be sent out to all households.
K. Vertefeuille would like the information to include clear reasons why the Board has created a Future Needs Committee and what the focus is as well as the timeline. She would like to review the handout prior to populating it and suggests postponing the meeting until April.

Board member consensus is to postpone the meeting in order to provide a thorough notice and agenda for the next meeting.

Members agreed to hold the next Future Needs Committee meeting on April 23rd at 6:30 pm in the Cafetorium.

VIII. Correspondence/Communications

a) *Save the Date – Retirement Party Invitations*

IX. Board of Education Upcoming Meetings

a) *Future Meeting Dates:*

- March 14th, 21st and 28th, FiPAC Budget Workshops 7:00 pm, Columbia Town Hall
- April 2, 2018, Monday, 6:30 pm, Teaching and Learning Sub Committee, LMC Conference Room
- April 2, 2018, Monday, 7:30 pm, Regular BOE Meeting, HWP Cafetorium
- April 23, 2018, Monday, 6:30 pm, Future Needs Committee, H.W. Porter Cafetorium

X. Superintendent's Report

- Future Needs Committee Survey, Open-ended questions report – The report was recently received and will require further review.
- Emergency Notification Procedures – Mr. Fearon reviewed a recent weather related delay due to ice in parts of Town. The delay occurred after some of the buses left the lot and found the roads to be slippery. High school transportation was impacted because of the timing of the ice. Porter was delayed 90 minutes. Parts of the Town experienced ice while others didn't. Notification of road conditions was received from M&J Bus Company around 6:25 so many of the high school students were already out waiting for buses.

K. Vertefeuille suggested more communication be sent out earlier so high school students don't end up waiting in the cold for transportation that has been delayed.

- Math Research Project Eastern Connecticut State University
Mrs. Gwinnell said Ms. Shannon Piatek has been invited to present along with lead speaker Hari Koirala, a Mathematics professor from Eastern CT State University at the NCTM Regional Conference on Oct. 4th through the 6th. The topic will be "Finger Multiplication to Open Arrays: How Children Develop Concepts and Procedural Fluency".
- Search Process – Mr. Fearon provided an outline of possible search processes and contact information and resources to assist in the superintendent search.

Members agreed to meet on March 19th at 6:30 to hold an executive session for the purpose of personnel discussions related to the search process for the superintendent position.

XI. Future Regular and Subcommittee Agenda Items

- Board of Education Goals – members agreed to postpone goal discussion at this time.

XII. Columbia Board of Education Member Remarks

Mrs. Tolsdorf said she heard great things about the H.W. Porter Art Show. She would like notification of the show in the future so she can attend.

K. Vertefeuille said she was very sorry to hear of the resignation of Mr. Lol Fearon. She said he's been valuable in helping the Board clean up the budget, improve relationships with other boards and to be better Board members.

K. Tolsdorf said it's been an honor working with Mr. Fearon and she wishes we had a few more years.

J. Chakulski said the Future Needs Committee is still in the research stages and he would like to see students be part of the focus groups as they can add valuable information.

Members agreed student input would be very beneficial as well as staff input.

C. Lent suggested an updated timeline be created.

K. Tolsdorf feels a loose preliminary focus should be created to present to the community.

C. Lent said the Board needs to collectively re-assess where they are and where they are going. He suggests adding discussion to the meeting of March 19th.

Members agreed to include Future Needs Committee update and discussion at 6:30 pm on March 19th as the first item on the agenda and then Executive Session for the purpose of personnel as the second item.

D. Crim suggested removing action on Board Minutes from the consent agenda.

L. Dooley asked if Mr. Lent and Mr. Fearon had met with Bolton representatives?

Mr. Lent said he and Mr. Everett, First Selectman, met shortly after the last regular Board meeting. The focus of the meeting was related to sharing resources. The Bolton BOE Chair was assured we would keep Bolton apprised of Future Needs plans for the school.

XIII. Adjournment

K. Tolsdorf MOVED, D. Crim SECONDED to adjourn the meeting at 9:40 p.m.

MOTION CARRIES UNANIMOUSLY 7:0.

Respectfully Submitted,

Kathy Tolsdorf, Secretary/Vice Chairperson