

East Windsor Board of Education  
Regular Board of Education Meeting Minutes  
May 23, 2018  
East Windsor High School – Room N4

**I. Call the meeting to order**

Chair C. Simonelli called the meeting to order at 7:30 p.m.

**II. Pledge of Allegiance**

Chair C. Simonelli led the Board in the Pledge of Allegiance.

**III. Attendance**

Chair C. Simonelli, Vice Chair R. Reichle, Secretary K. Carey-Trull, W. Raber, S. Morgan, F. Neill, Dr. C. DeBarge  
Absent: N. DeSousa, K. Bilodeau, D. Swaim

Also present: A. Paquette, K. Hellerich, H. Banas, W. Gage, community members

**IV. Visitation**

**Invention Convention** - East Windsor Middle School STEM teacher, D. Bidwell and middle school students, Rebecca Syme and Michael Mitchell were present to speak about their recent participation at the Invention Convention. Rebecca spoke to her invention, which allows you to more easily open a large curbside garbage container with a foot pedal, while Michael spoke to his invention, which is a rack bag for sports equipment that has a drying rack for sweaty equipment, such as a hockey uniform. Both students competed at the state level.

**V. Added Agenda Items**

None

**VI. Minutes**

On a motion by W. Raber, 2<sup>nd</sup> by S. Morgan, the Board approved the May 9, 2018 regular meeting minutes. The motion was passed unanimously.

**VII. Public Participation**

None

**VIII. Student Rep**

There was no report this evening.

**IX. Personnel Report**

The Board reviewed the updated report provided in their packet.

## **X. Financial Report**

A. Paquette provided an overview of the current report provided to the Board. Currently, the projected amount for purchasing supplies for next year is \$79,705.95 less than expected. This does include a recent special education placement the district was notified about the previous week. A. Paquette and Dr. DeBarge will review the open purchase orders. A. Paquette noted the three primary drivers in the changes in the projection were higher than expected expenses from Kelly Subs, heating and utility costs due to the cold winter weather, and special education placements.

## **XI. Curriculum Report**

H. Banas provided an update on the Next Generation Accountability Index and other standardized test scores, noting our graduation rate is high compared to other Alliance districts. All three of our schools are Category 3 Schools, which is the state average, and levels of preparation for college readiness is good. She also noted our challenges include chronic absenteeism, especially among at-risk populations, an achievement gap in Science at the high school, and lack of growth in Science and Math at all three schools. W. Gage was present to speak to our attendance process and initiatives.

## **XII. Unfinished Business: Vote**

### **FY19 Budget**

Dr. DeBarge reported she had met with administrators earlier in the week to discuss the difference in the budget that was approved at the town vote. The BOE initially presented a 5.71% increase, which was decreased by the Board of Finance to a 4.35% increase, which is what went to the referendum vote. This is about a \$250,000 difference. Due to changes in expected insurance costs, the district will save \$50,000 in insurance. The town also found grant money from 2014 that is considered school funds, in the amount of \$163,987. This leaves \$90,000 deficit at this time that needs to be balanced.

Dr. DeBarge reviewed a chart of potential budget reductions to meet the deficit. She explained the chart contained three levels; an initial \$90,000 worth of reductions to meet/exceed the deficit, an additional \$56,233 of reductions to make if necessary (this would be to offset the cost for laptop leases if the proposed purchase of laptops is not approved at Town Meeting on June 7), and additional potential reductions for other scenarios.

Dr. DeBarge reported a donation had been made for the football bus through a parent connection from the Army. As a result, the school will hang an Army banner, which is approved in Board policy.

She outlined a few of the potential reductions, \$40,000 is due to staff changes, \$23,160 for service team facilitator stipends, the Asnuntuck tuition is for a welding program that no one has applied for in at least two years, reduction in drama supplies would leave money for a play but not a musical.

However, there is a new potential expense, recommended due to the distance between the entrances and the main offices at the middle school and high school that we should consider hiring two security staff who would man the doors. The proposal is for \$15 an hour, which is estimated at \$37,800 plus potential insurance, which could be a total of \$83,800.

K. Carey-Trull noted she was against reducing the drama supplies as a drama production can affect a number of students.

The Board also discussed reinstating \$4,000 for tech supplies, which includes bulbs for SmartBoards.

On a motion by R. Reichle, 2<sup>nd</sup> by F. Neill, the Board accepted the budget reduction in yellow (the top of the chart), except for the high school drama supplies at \$4,850, and lowering the reduction for tech supplies to \$50 (from the initial \$4,000 reduction) for a total of \$90,000 in reductions at this time. The vote was unanimous.

Dr. DeBarge reiterated that these reductions will have little impact on staff. The Board reiterated that it would be the absolute last choice to impact staff, and with recent reports on literacy needs at the elementary school, they do not want to eliminate a reading tutor at BBES. Dr. DeBarge said she would notify staff of budget decisions.

### **XIII. Unfinished Business: Discussion**

#### **1. Updates:**

- a. BBES Modular Project – The project is on hold until the end of the school year, at which time the work will begin.
- b. Alliance Capital Grant – Dr. DeBarge reported work is continuing and the district has seen some savings. We will be going to bid for the next layer of projects.

### **XIV. New Business: Vote**

#### **1. Police Updates: 1<sup>st</sup> reading**

- a. 2141 Recruitment and Appointment of Superintendent – Discussion regarding the changes to the policy ensued, including the request to amend the policy to include a 2/3 majority vote by the Board. Chair C. Simonelli noted she is not sure that is allowed by statute, if it is just a majority. It was the consensus of the Board to bring this policy back to BPR at this time to discuss further changes.

- b. 5141.7 Student Sports- Concussion – On a motion by W. Raber, 2<sup>nd</sup> by R. Reichle, the Board voted to waive the 2<sup>nd</sup> reading on this policy. The vote was unanimous. On a motion by S. Morgan, 2<sup>nd</sup> by R. Reichle, the Board approved the policy as presented. The vote was unanimous.
  - c. 5141.213 Administering Medication/Opioid Overdose Prevention – On a motion by S. Morgan, 2<sup>nd</sup> by W. Raber, the Board voted to waive the 2<sup>nd</sup> reading on this policy. The vote was unanimous. On a motion by F. Neill, 2<sup>nd</sup> by S. Morgan, the Board approved the policy as presented. The vote was unanimous.
2. BOE Summer Meeting Schedule – On a motion by F. Neill, 2<sup>nd</sup> by S. Morgan, the Board voted to cancel their June 27, July 25, and August 8 summer meetings. The vote was unanimous.

**XV. New Business: Discussion**

None

**XVI. Liaisons' Reports**

K. Carey-Trull reported the PTO had their last meeting of the year and will be continuing with the same executive board members. The Father-Daughter dance was a success.

**XVII. Public Participation**

None

**XVIII. Miscellaneous**

Dr. DeBarge shared the administration will contact the police department in the event of concerning statements.

S. Morgan mentioned the opening of time capsule at Town Hall was a great success and the new time capsule, to be installed in September, is accepting items for inclusion.

S. Morgan also noted the dedication of the Veterans Memorial in Warehouse Point was a well-attended ceremony. There are Memorial Day parades coming up on Sunday in Melrose and on Monday in Warehouse Point.

**XIX. Correspondence**

1. Correspondence to Community Partnership Award Winner, David Mosher
2. Correspondence acknowledging a donation
3. Calendars of Events

**XX. Executive Session**

On a motion by R. Reichle, 2<sup>nd</sup> by S. Morgan, the Board voted to enter into executive session to discuss the appointment, employment, performance, evaluation, dismissal or the health of a public officer or employee, provided that such individual may require that the discussion be held at an opening meeting. The vote was unanimous. (W. Raber and Dr. DeBarge left the session.)

**XXI. Adjournment**

On a motion by S. Morgan, 2<sup>nd</sup> by F. Neill, the Board voted to adjourn at 10:00 p.m. The vote was unanimous.

Respectfully submitted,

Kate Carey-Trull

Secretary

Approved: 6/13/18