

**BOARD OF EDUCATION
REGULAR MEETING MINUTES
SEPTEMBER 27, 2016**

A regular meeting of the Enfield Board of Education was held at Town Hall in Council Chambers, located at 820 Enfield Street, Enfield, CT on September 27, 2016.

1. **CALL TO ORDER:** The meeting was called to order at 7:05 PM by Tom Sirard.
2. **INVOCATION OR MOMENT OF SILENCE:** Mike Ludwick
3. **PLEDGE OF ALLEGIANCE:** Mike Ludwick
4. **FIRE EVACUATION ANNOUNCEMENT:** Tom Sirard announced the fire evacuation announcement.
5. **ROLL CALL:**

MEMBERS PRESENT: Walter Kruzel, Raymond Peabody, Lori Unghire, Mike Ludwick, Mike Ludwick, Tina LeBlanc, Tim Neville, Vin Grady and Tom Sirard

MEMBERS ABSENT: Stacy Thurston

ALSO PRESENT: Dr. Jeffery Schumann, Superintendent; Mr. Christopher Drezek, Deputy Superintendent; Enfield High School Representatives Sierra Centrella and Sarah Passmore

6. **BOARD GUEST(S):**

a. **Enfield High School Principal & High School Teacher/ETA President**

Dr. Schumann stated tonight Principal Longey and Enfield High Teacher and ETA President Mr. Tod Couture would like to address the Board about scheduling at Enfield High School.

Mr. Longey welcomed student representatives Sierra Centrella, EHS Senior and Sarah Passmore, EHS Junior to the Board meeting.

Mr. Longey proposed modifying the existing Enfield High School schedule. The administration heard from a number of students, teachers and parents about the current scheduling and were in favor of modifying the 10 day rotating block schedule to a 2 day rotating block schedule. Based on this information, we conducted an on-line survey for students and staff to complete. Some parents also took the survey. The administration is proposing for students to follow a schedule with 81 minute period blocks. "A" day will consists with periods 1, 2, 6 Eagle Hour and period 7, and "B" day will consists with periods 3, 4, 5 Eagle Hour and period 8.

Mr. Longey added that we have a number of students that participate in the half day programs at the performing arts center and the partnership program at Asnuntuck. This will help these students to not lose instruction time.

Mr. Longey further added that Wednesday, September 28th is an early release day and classes will run on a reduced schedule. He will start the "B" day on Thursday, September 29th, followed by "A" day on Friday, September 30th. He is looking for the Board's blessing to make this schedule change.

Mr. Couture added the transition to the new high school has been very smooth and seamless. At first teachers were hesitant about the block scheduling. The longer period blocks work better for all teachers than the 6 day rotation schedule. The ETA has vetted the entire process and are in agreement with this change. There are no contractual issues with the proposed schedule change. He is in favor of this change.

Mr. Ludwick asked about the rotating A & B schedules and what happens if we have too many snow days. Can you modify the schedule to balance the classes out? Mr. Longey stated that is exactly what they would do to balance the number of classes needed for each marking period. He is looking to make this change for tomorrow. We will have more flexibility with the schedule to balance missed periods.

Mr. Ludwick stated it is great that you responded to student input about the 10 day schedule.

Mr. Couture added this change will make it easier for the students and staff to follow. Students want the block scheduling. The day goes by so much quicker for students and staff.

Mr. Ludwick asked how many students took the survey. Mr. Longey stated approximately 2,400 students and parents took the survey. Some students took the survey more than once. Students were excited to have their voices heard.

Mr. Peabody thanked them for evaluating the system. You listened and reacted by making a change. This is quality improvement. He is happy the schedule has been vetted. He is glad the students and staff came to you looking for a change. This revised schedule will help our kids. Thank you for a job well done.

Mr. Neville also thanked them for your educational leap of faith and for working through this process with the ETA. We thought this would be easy at first. You saw what was working and what wasn't. You received feedback and made a decision. He applauds the administration and the students for being pro-active.

Chairman stated that no Board action is required for this change to be made. Dr. Schumann stated the Board has been involved with the process and we wanted you to be kept informed about this. The Board does not need to vote on this change.

Chairman Sirard asked for a consensus from the Board. The Board was all in agreement for the scheduling change as presented by Mr. Longey.

Chairman Sirard thanked Mr. Longey and Mr. Couture for attending the Board meeting and for bringing them a solution.

7. SUPERINTENDENT'S REPORT:

- a. Student Representatives Report – as presented
- b. Stowe Early Learning Center – as presented
- c. Columbus Day – as presented
- d. September/October School Events – as presented
- e. Grants Report – as presented
- f. Personnel Report – as presented

8. AUDIENCES - None

9. BOARD MEMBER COMMENTS

Mr. Ludwick welcomed both student representatives to the Board meeting. He is proud of our

student athletes. He attended a couple of games. Both the EHS Volleyball and Field Hockey teams won their games. The JFK girls' soccer team did well also. It is nice to see our students back at school and participating in sports. He urged everyone to attend the games.

Mrs. LeBlanc attended the girl's soccer game and football game last Friday night. The score board does not reflect how hard the football players are working and the heart they play with. The coaches are phenomenal and do a great job with our student athletes.

Mrs. LeBlanc stated the Safe Grad Committee will meet on September 29th at 7:00 PM. The Safe Grad Auction will be held on November 5th.

Mrs. LeBlanc asked if we can move the band closer to the fans at the home football games. She would like them next to the home bleachers. They are now by the away section.

Student Representative Sierra Centrella stated where the band is located now is dangerous. The football is being kicked into us. Mr. Reppucci is trying to move us into the stands.

Mrs. LeBlanc is happy to hear about the scheduling change. This will make a lot of students and parents happy.

Mr. Neville stated how pleased he was with the opening of school and how smooth the transition was. Even making this scheduling change as smooth. This is how we want to do business. His compliments to everyone involved. We are making great progress.

Mr. Neville asked about the uniforms. Dr. Schumann stated the band jackets were due last week. The winter uniforms are coming in. Once we hire the Spring Coaches, we will solicit input from them and the students about these uniforms.

Mr. Neville added we need to put to rest the rumors about this. We are doing a lot of things correct. That is why he asked about the uniforms.

Mr. Neville added that Mr. Grady suggested hanging nets up to protect the band students. Have we made any progress with the bleacher seating?

Mrs. LeBlanc added if the band was in the stands now we will lose seating due to the number of band students.

Dr. Schumann stated Amar will ask Dean about permanent bleacher seating for visitors. Our next transition meeting on Tuesday, October 4th we will discuss this then.

Mr. Grady would like to know when the next Safety Committee meeting will take place. It has been a while since we met. Dr. Schumann will look into this.

Mr. Kruzel attended the soccer game and it was well attended. The stands are full for these games also.

Mr. Kruzel added that Kite will hold their annual meeting on October 5th at the Old Country Deli. If you plan to attend, you will need to RSVP to them.

Mr. Peabody congratulated Judy Joselin for being nominated to the Enfield Athletic Hall of Fame. She is one of our long standing coaches that does a great job with our student athletes.

Mr. Peabody shares the same sentiments about the smooth opening of Enfield High. There were some questions about Eagle Hour, parking and traffic. Our Building Committee has done a fantastic job getting the information out. They are still discussing the traffic light.

Mr. Peabody would like to know when the next ITPC meeting will be held. It has been a while since this committee has met. We have made great progress last year and he would like to continue this work.

Mr. Peabody urged everyone to continue to enjoy all of the fall athletic games.

Mrs. Unghire welcomed our student representatives. She looks forward to working with you both.

Chairman Sirard also welcomed our student representatives. You will fit right in with us. He thanked the administration for solving the scheduling concern together with our students, parents and staff. We are moving ahead.

Chairman Sirard stated our enrollment has increased at Enfield High and that is a good sign we are doing things well in our schools.

Mr. Neville asked if we know where the students are coming from. Are they coming back to us from magnet schools? Why are they coming back to us? We have been working hard on the high school. Can we ask the guidance counselors to collect this data about this? He believes more students will come back to us once they see what we are offering. We are offering a great education in a state of the art high school.

Mr. Neville added that we have 15 students enrolled in the Asnuntuck Community Partnership program. This is fantastic.

Mr. Ludwick addressed the parking situation at Enfield High School for individuals needing assistance getting to football games. You can pull up to the gate and one of the administration can assist you. He is hoping for another packed game on Friday supporting our athletic teams.

Chairman Sirard congratulated everyone for a smooth opening of school. He hopes everyone has a great school year. He also encouraged community members to attend any of the athletic games.

10. UNFINISHED BUSINESS

a. Transition Update

Dr. Schumann reported that both the music wing and auditorium renovations are on schedule. We are scheduled for a walk through next week. It is still a hard hat area. Mr. Bourassa has come up with a solution to work with the Building Committee to place flat screen televisions, Apple TV's and lap tops in the collaborative STEAM wing spaces. We are missing the technology piece for these collaborative spaces. These spaces will be just like the JFK innovation lab that cost us around \$100K.

Mr. Kruzel added the Building Committee discussed this at our last meeting and this will go through Paul Russell in IT. IT needs to purchase these items and the funds for this will come from the Building Committee.

Dr. Schumann added if the funds are coming from the Building Committee, he will make sure Mr. Russell purchases them.

11. NEW BUSINESS - None

12. BOARD COMMITTEE REPORTS

a. Building Committee

Mr. Kruzel wanted to show pictures of the D Wing, but he had some technical difficulties. He added the entire building is 100% ADA compliant with handicap ramps and handicap spaces. He wanted to squash this rumor. All systems are a go and we are plugging away. He is looking forward to the completion.

b. Curriculum Committee

Mr. Neville reported the Curriculum Committee will meet on October 5th. We will have two meetings in October.

c. Finance Committee

Mr. Peabody reported the Finance Committee met on September 26th and reviewed end of year transfers. He has some additional questions he will discuss with Mr. Drezek. The Finance Committee will now start to meet the third Tuesday of the month. This committee has done a lot of work. We discussed nutrition quality issues and funds that will be coming to the TAG program. Mr. Drezek did a great job with the attorneys involved with this.

Mr. Neville asked how long have we been dealing with the Simcovitz estate. He believes it is around 7 years. Mrs. LeBlanc stated we stated this during her first term as a Board member. Mr. Neville added the way this was setup was for us to draw from the interest in order for the TAG program to be self-sustaining. We can draw a percentage from this account.

Mr. Drezek stated that is correct. The TAG program is self-sustained from the interest earned from the Simcovitz estate.

d. Policy Committee

Mr. Ludwick reported the Policy Committee met on September 27th and discussed our transportation policy. We are looking at K-2 distances and if a mile distance is reasonable since we changed the building grade configurations. We are looking into the cost for transporting students at the K-2 schools that live a half a mile from the school. We also looked at policies from other towns. We will meet again in October.

Mr. Ludwick reported that we also discussed the snow bus issue. If this is something we do, we would need to do it for everyone. The cost for the snow bus is around \$600K.

Mr. Grady added it is a safety factor for our K-2 students. Our schools are secure and safe. We need them to get to school safely and home safely. Times have changed. He feels this would be money well spent for the safety of our students.

Mr. Neville added you are looking at these possible changes to take place for next year.

Mr. Ludwick stated we are trying to be fair to everyone. This will affect everyone. We need to price this out. This will not be a quick decision and the Board will need to discuss this further.

Mr. Neville stated that Mr. Grady is correct by stating times have changes. He has concerns with the snow bus issue. This topic deserves another discussion.

Mr. Ludwick added that Mr. Drezek has done some work on this. It will take some time. Parents are very passionate about this. This will take some time to do this correctly.

e. Any Other Committee Reports

Budget Committee – Mr. Ludwick stated we have discussed e-mailing staff and administration looking for ways to save money. We are also looking for a foundation. We have had some discussions with businesses. We need to get organized first.

Leadership Committee – Chairman Sirard reported the committee met and every committee that has a Board member on it will now be required to submit a report to the entire Board. We are trying to improve our communications with the public.

Chairman Sirard thanked the Policy Committee for looking into the bussing situation. This is good that we consistently looking into areas of concerns from the public.

Joint Facilities Committee – Mr. Neville stated we are trying to fill the seat for a missing community member. He thought the Town Council needed to appoint someone.

Chairman Sirard stated we might need to appoint someone to this position from the public. We are still looking into this and should have an answer soon.

Opening Ceremony Committee – Mrs. Unghire stated the committee will meet again in October. We are finalizing plans for the grand opening.

Insurance Committee – Mrs. LeBlanc stated the joint committee will meet on October 4th. We will review RFP's. Mr. Ludwick added it is insurance but it is somewhat exciting. Mrs. LeBlanc added that we are looking into designing a policy for being self-insured.

JFK Pre-Referendum Committee – Mr. Peabody stated the committee met and RFP's were sent out to an engineering firms. We received two proposals. The committee is asking that all questions be sent to the Town Manager and he will forward them to the vendors to address. This will be presented to the committee at the next meeting on October 5th where the vendors will present to the committee and address any comments.

Mr. Neville added questions need to be sent to Maya Matthews at the Town Hall.

13. APPROVAL OF MINUTES

Mr. Kruzel and Mr. Neville moved that the Regular Meeting Minutes of September 13, 2016 be approved. A vote by **show-of-hands 8-0-0** passed unanimously.

14. APPROVAL OF ACCOUNTS PAYROLL

a. For the Month of May 2016

Mr. Peabody moved, seconded by Mr. Kruzel that we accept the superintendent's certification as follows: I hereby certify that in the month of May, total expenditures amount to \$6,231,047.49, broken down between payroll totaling \$4,225,379.08 and other accounts totaling \$2,005,668.41.

All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented.

A vote by **show-of-hands 8-0-0** passed unanimously.

b. For the Month of June 2016

Mr. Peabody moved, seconded by Mr. Kruzel that we accept the superintendent's certification as follows: I hereby certify that in the month of June, total expenditures amount to \$6,521,457.93, broken down between payroll totaling \$2,667,937.28 and other accounts totaling \$3,853,520.65.

All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented.

A vote by **show-of-hands 8-0-0** passed unanimously.

c. FY2015/16 Line Item Transfers

Mr. Peabody moved, seconded by Mr. Kruzel that we accept the superintendent's line item transfer request as presented:

From: 100 – Staff Salaries	\$ 538,190
200 – Benefits	\$1,010,571
300 – Athletic Professional Services	\$ 7,675
500 – Other Purchased Services	\$ 20,676
600 – Supplies/Materials	<u>\$ 712,552</u>
Total:	\$2,289,664
To: 300 – Professional Services	\$1,113,477
500 – Transportation	\$ 948,663
700 – Equipment	<u>\$ 227,524</u>
Total	\$2,289,664

A vote by **show-of-hands 8-0-0** passed unanimously.

d. For the Month of July 2016

Mr. Peabody moved, seconded by Mr. Kruzel that we accept the superintendent's certification as follows: I hereby certify that in the month of July, total expenditures amount to \$1,568,820.58, broken down between payroll totaling \$489,475.90 and other accounts totaling \$1,079,344.68.

All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented.

A vote by **show-of-hands 8-0-0** passed unanimously.

e. For the Month of August 2016

Mr. Peabody moved, seconded by Mr. Kruzel that we accept the superintendent's certification as follows: I hereby certify that in the month of August, total expenditures amount to \$969,208.16, broken down between payroll totaling \$474,960.17 and other accounts totaling \$1,444,168.33.

All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented.

A vote by **show-of-hands 8-0-0** passed unanimously.

15. CORRESPONDENCE AND COMMUNICATIONS - None

16. AUDIENCES - None

17. EXECUTIVE SESSION - None

18. ADJOURNMENT

Mr. Ludwick moved, seconded by Mr. Kruzel to adjourn the Regular Meeting of September 27, 2016.

All ayes, motion passed unanimously.

Meeting stood adjourned at 8:05 PM.

Tina LeBlanc
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary