

**SHERMAN BOARD OF EDUCATION**  
**SHERMAN, CONNECTICUT 06784**  
**REGULAR MEETING, WEDNESDAY, FEBRUARY 1, 2017**  
**LIBRARY MEDIA CENTER, THE SHERMAN SCHOOL**  
**7:00 PM**

A regular meeting of the Sherman Board of Education was called to order by Mr. Hanley at 7:05 PM in the Library Media Center of the Sherman School.

**1. PRESENT:**

For the Board:	Mrs. Alexander, Mrs. Diotte, Mrs. Enright, Mr. Hackett, Mr. Hanley, Mrs. Lenihan
Absent:	Mrs. Seeger
For the Administration:	Dr. Melendez
School Staff:	Dr. Corso and Mr. Schoefer
SPTO:	Mrs. Johnson
Town Residents:	12 Residents and 3 Students

Mr. Hanley moved and Mrs. Lenihan seconded to amend the agenda to move New Business 7.1 Garden Project Presentation prior to Public Comments, and the motion passed unanimously, 6-0.

**GARDEN PROJECT PRESENTATIONS:**

Dr. Melendez introduced Dr. Corso, Jessica Waldmann, Max Piel and Katherine Delamere. He has seen the progression of the garden projects and feels the thought and preparation put forth is fantastic.

Dr. Corso explained the Garden Project started last April in the Project Based Learning (PBL) class. PBL gives students the opportunity to think of an idea (spark) and follow through to completion (launch). Each student's garden project contained the following criteria:

- Why Sherman needs a garden
- Grades it will be useful for
- Example of the best school garden researched
- Plants that will be used in the garden
- Design and dimensions
- Total cost
- Selected Professional Landscaper (for advice and assistance)

Jessica Waldmann, Max Piel and Katherine Delamere all presented their Garden Project Presentation to the Board. The presentations were very well received by the Board and the public.

Dr. Corso added that the gardens will be erected in the back glen of the school (near the lower parking lot). The school will be using the planks that were initially used in the Munch garden. The Garden Project will be utilizing the \$4,000.00 grant funds that they received. Dr. Corso shared that many students have expressed an interest in growing vegetables and they are looking into Tower Gardens to be used inside the building. The vegetables could be used for school lunches or a Farmer's Market.

The Board commented very positively on the students' presentation skills.

**2. PUBLIC COMMENT:**

No public comment.

**3. ADDITIONS TO AGENDA:**

Mrs. Diotte moved and Mrs. Lenihan seconded to add 4.1e Executive Session Minutes, January 13, 2017 to the consent agenda, and the motion passed unanimously, 6-0.

**4. CONSENT AGENDA:**

Mr. Hanley moved and Mrs. Diotte seconded that the Board approve the consent agenda, and the motion passed unanimously, 6-0.

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| 4.1 | Minutes - Regular Meeting, January 4, 2017               | Enclosure 4.1a      |
|     | Minutes - Maintenance Committee, January 9, 2017         | Enclosure 4.1b      |
|     | Minutes - Policy Committee Meeting, January 23, 2017     | Enclosure 4.1c      |
|     | Minutes - Curriculum Committee Meeting, January 23, 2017 | Enclosure 4.1d      |
|     | Minutes - Executive Session, January 13, 2017            | Enclosure 4.1e      |
| 4.2 | Personnel Actions  |                     |
| 4.3 | Reports – Monthly Enrollment Report                      | Enclosure 4.3       |
| 4.4 | Monthly Budget Report 16-17                              | Enclosure 4.4 a - b |

Mrs. Diotte amended 4.1e to remove Mr. Hackett from the Board of Education attendance.

**5. APPROVAL OF CURRENT BILLS:**

Mr. Hanley moved and Mrs. Diotte seconded that the Board approve the current bills as presented, and the motion passed unanimously, 6-0.

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| 5.1 | 2016-2017 Current Bills | Enclosure 5.1 |
|-----|-------------------------|---------------|

Mrs. Diotte questioned the HVAC Repairs of \$6,657.34 on page 5 of 5.1

Dr. Melendez explained the first two HVAC line items were for unit vents, fans and valves. The charge of \$3,537.72 was for a circulator pump, and the \$644.58 was for other repairs and materials need to conduct the repairs.

Mr. Hanley shared that Mr. Spaziani has requested unit valve replacements as part of the capital plan. The capital plan was never approved, so the operating budget is being used to address the capital improvements. Mr. Hanley feels that this issue should be discussed.

Dr. Melendez added that the unit valves were replaced because they reached the point of failure.

Mrs. Diotte added that there is no way to predict which unit valves needed to be addressed first.

Mrs. Lenihan suggested that the cost of four unit valve replacements be built into the budget to replace as they fail.

Mrs. Diotte noted that the Electricity bill she has been tracking was half the cost of previous monthly bills. Mr. Hanley added that the number of billed days vary from each bill.

## **6. ORAL REPORTS:**

### **6.1 SPTO Update**

Mrs. Johnson recapped the January 11th SPTO meeting. The SPTO reported a Treasury Balance of \$4,698.14. Dr. Melendez and Mr. Schoefer attended and provided an Administrative report. Mrs. Seeger attended and provided a Board of Education report.

#### **New Business:**

- The SPTO Bylaws have been revised and will be voted on next week for potential approval.
- The SPTO will be able to take credit card payments through RevTrak (to be released in a few weeks).
- Louise Hofsdal will be spearheading an effort to obtain grants through 501(c).
- Alicia Sakal and Amber Vlangas have volunteered to be the nominating committee to screen candidates for the SPTO Board positions

#### **Requests:**

- Request from Mrs. Baird for Club Getaway for 6th, 7th and 8th. Request approved for \$1,200.00, but only for 6th and 7th graders, as the 8th grade already used their \$600.00 at the beginning of the year.
- Request from Anita Brown for a Storyteller Presentation. Request approved for \$500.00.

#### **Upcoming Events:**

Ladies Night Event, March 4, 2017

Bookmark Contest - March

Bookfair & Family Bingo Night - April

Teacher Appreciation Lunch - May

### **6.2 Sub-Committee**

#### **Curriculum Committee - Mrs. Themis Enright**

Mrs. Enright reported that the committee met on January 23, 2017. The committee had individually reviewed the Curriculum Guides in Math, Science and Language Arts. The committee recommended a First Reading for the Board of all guides (guides prior to February 1st). The committee noted that elements included in assessments could be construed as learning activities.

Mrs. Enright thanked everyone for their hard work and is hopeful that parents will view the website to see what is going on in their child's education.

**Policy - Mr. Hanley**

In Mrs. Seeger's absence, Mr. Hanley shared that the Policy Committee discussed drafting a policy on Security Issues; specifically the intended use of video surveillance versus possible expansion concerning disciplinary matters. The committee delved into general topics concerning security and school usage/access, but no decisions were made. They will revisit this issue, but in the meantime, the appropriate use of surveillance rest in the hands of the Principal/Superintendent, Dr. Melendez. When the committee drafts the policy they will be able to take into consideration demand based on practical, real experience.

**Budget - Mrs. Kasey Diotte**

Mrs. Diotte shared that the first Budget Workshop is scheduled for Monday, February 6th at 7:00 PM. The Workshop will be a general "walk through" of the 2017-18 Budget.

Dr. Melendez and Mrs. Diotte will revise the original budget timeline in an effort to communicate upcoming meeting dates to the Administration.

**Maintenance Committee - Mr. Hackett**

Mr. Hackett reported the Maintenance Committee met on January 9th to discuss the Operating Budget. The Capital Improvement meeting has to be rescheduled.

**6.3 Chairman**

Mr. Hanley shared the Board attended the Board of Selectmen meeting on January 26, 2017. Mr. Hanley reviewed the K-Wing Advisory Committee presentation that he presented at the January Board of Education meeting. Mr. Hanley felt the Committee Recommendations were important and re-read them.

**Committee Recommendations**

- Occupancy
  - Occupancy should remain under current restrictions until official approval from Town Health Director for expansion
  - The Committee strongly recommends that the goal of any capital remediation plan aim to have students occupy the space
- Minimum Structural Remediation (assumes interior configuration and use returns to previous use)
  - Remove and replace entire exterior envelope and supporting structure
  - Repair all exterior brick and mortar
  - Remove and replace all exterior windows
  - Perform a complete remediation and cleaning of attic space
  - Remediate all known mold penetrations
  - Remove all porous interior building materials (ceiling tiles, etc.)
  - Re-engineer all HVAC systems
- Preferred Additional Structural Work
  - "Gut" the entire interior structure
  - Address slab and floor concerns uncovered in 2001 renovation
- Future Use
  - Engage professional Education Space Planning consultant to evaluate entire School space needs
  - Maximize potential of the "K-Wing" to support the educational vision and mission of the District

Mr. Hanley shared that the Town asked about the next steps regarding funding and timing. Mr. Hanley responded that based on the work involved, this summer is not

feasible to start remediation. He expects the major work to be performed a year from this summer. The Town Engineer, Mr. Iadorala will work on the bidding process.

Mr. Hanley recommended that a smaller committee comprised of Mr. Hanley, Dr. Melendez and Mr. Hackett be formed to work with Mr. Iadorala to start the next steps. Mr. Hanley invited fellow Board members to join. The smaller committee will seek Board of Selectmen approval, and then Town funding for remediation.

**6.4 Superintendent**

**Dr. Jeff Melendez - Superintendent/Principal**

Dr. Melendez thanked Mr. Schoefer, Dr. Corso and the students for their great presentations.

**7. NEW BUSINESS:**

**7.1 Garden Project Presentations**

Moved prior to Public Comments section.

**7.2 Local 1303-319 of Council#4 AFSCME, AFL-CIO Contract Ratification**

Mr. Hanley moved and Mrs. Lenihan seconded to approve and sign the contract with Local 1303-319 of Council#4 AFSCME, AFL-CIO, and the motion passed unanimously, 6-0.

**7.3 Board of Education Officer Election**

Mrs. Lenihan moved and Mrs. Enright seconded to nominate Rowland Hanley for Chair and Kasey Diotte for Vice Chair, and the motion passed unanimously, 6-0.

**7.4 First Reading of Curriculum Guides in Science, Language Arts and Math**

Mr. Hanley requested fellow Board members read the Curriculum Guides for voting at the March Board of Education meeting.

**8. UNFINISHED BUSINESS**

**8.1 CORRECTION TO: Review and settlement agreement with GreenLeaf and possible action**

Dr. Melendez reported that last month's presentation on Eversource did not contain the monthly loan payment of \$2099.00. He noticed the error and alerted the Board the day after his presentation. The anticipated cost savings will not be realized until after the loan is expired. Accepting the settlement will not be of any advanced savings to the loan.

Mr. Hanley added that the Board did approve the settlement at the January Board of Education meeting. At this point, Dr. Melendez will not be acting on the settlement agreement.

**9. COMMUNICATION**

No communication.

**10. PUBLIC COMMENTS**

No public comment.

**11. BOARD OF EDUCATION COMMENTS**

Mr. Hanley encouraged the public to attend committee meetings if there is a particular topic they are interested in. The Committee Meetings are typically the week prior to the monthly Board of Education meeting. These meetings are updated on the school's website.

Mr. Hanley also encouraged the public to attend the first Budget Workshop scheduled for Monday, February 6th. He feels it is very important for the Public to attend as the budget process is the single biggest lever impacting the school (new position funding, new technology, instruction, curriculum, etc.).

**12. FUTURE MEETINGS AND TOPICS**

13.1 Regular Meeting, Wednesday, March 1, 2017 at 7:00 PM - LMC

13.2 Maintenance Meeting, to be determined

13.3 Policy Meeting, to be determined

**13. ADJOURNMENT**

Mrs. Alexander moved and Mrs. Lenihan seconded that the Board of Education adjourn the Board of Education meeting at 7:44 PM, and the motion passed unanimously, 6-0.

Respectfully submitted,

Kasey Diotte

Vice Chair, Sherman Board of Education

Prepared by Recording Secretary: Nancy Winkler