

**SHERMAN BOARD OF EDUCATION**  
**SHERMAN, CONNECTICUT 06784**  
**REGULAR MEETING, WEDNESDAY, SEPTEMBER 6, 2017**  
**MULTI PURPOSE ROOM, THE SHERMAN SCHOOL**  
**7:00 PM**

A regular meeting of the Sherman Board of Education was called to order by Mr. Hanley at 6:05 PM. Mr. Hanley moved and Mrs. Diotte seconded to move immediately into Executive Session. Mr. Hanley moved and Mrs. Diotte seconded to move out of Executive Session at 7:04 PM and the general meeting resumed in the Multi Purpose Room of the Sherman School.

**1. PRESENT:**

For the Board:	Dr. Alexander, Mrs. Diotte, Mrs. Enright, Mr. Hackett, Mr. Hanley, Mrs. Lenihan and Mrs. Seeger
For the Administration:	Dr. Melendez, Ms. Edwards, Mr. Schoefer and Mrs. Snowden
School Staff:	Mr. Butler
SPTO:	Mrs. Ribisl
Town Residents:	18 Residents

The Board and attendees recited the Pledge of Allegiance.

**2. CELEBRATIONS:**

Dr. Melendez noted that Ms. McDevitt, Teacher of the Year, will be honored at the October Board of Education meeting.

**3. PUBLIC COMMENTS:**

No public comments.

**4. ADDITIONS TO AGENDA:**

No additions to the Agenda.

**5. CONSENT AGENDA:**

Mr. Hanley moved and Mrs. Diotte seconded that the Board approve the consent agenda items 5.1 through 5.5, and the motion passed unanimously, 7-0.

5.1	Minutes - Regular Meeting, June 28, 2017	Enclosure 5.1a
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	Minutes - Curriculum Meeting, August 24, 2017	Enclosure 5.1b
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**5.2 Personnel Actions**

Joanne Barry, Resignation Effective 6/19/2017

Laura Chateauneuf, Resignation Effective 6/19/2017

Maureen Ciaglo, Resignation Effective 6/19/2017

Chantal Kitzke, Resignation Effective 6/19/17

Angela Mastrocinque, Resignation Effective 6/19/17

Sam Celio, Appointment of Tutor Position, Effective 8/28/2017

Hilary Corbi, Reappointment of Crossing Guard Position, Effective 8/28/2017

Christopher George, Appointment of Tutor Position, Effective 8/28/2017  
Victoria Lowrie, Appointment of ELA Teacher Position, Effective 8/25/2017  
Wesley Marchena, Appointment of Tutor Position, Effective 8/28/2017  
Kristi Montemurro, Appointment of Health Teacher Position, Effective 8/25/2017  
Ali Moravsky, Appointment of Tutor Position, Effective 8/28/2017

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|-----|-------------------------------------|---------------------|
| 5.3 | Reports – Monthly Enrollment Report | Enclosure 5.3       |
| 5.4 | Monthly Budget Report 17-18         | Enclosure 5.4 a - b |
| 5.5 | Monthly Budget Report 16-17         | Enclosure 5.5 a - b |

**6. 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, 7-0.

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|-----|-------------------------|---------------|
| 6.1 | 2017-2018 Current Bills | Enclosure 6.1 |
| 6.2 | 2016-2017 Current Bills | Enclosure 6.2 |

**7. ORAL REPORTS:**

**7.1 SPTO Update**

Mrs. Joanna Ribisl introduced herself as the new SPTO President. She shared that Mrs. Sunday Fisher is the Vice President, Mrs. Louise Hofsdal is the Treasurer, and currently the Secretary position is vacant.

Mrs. Ribisl thanked Mrs. Jeannine Johnson for her dedication as the previous SPTO President for the past two years. She also thanked Mr. Justin Murphy for his dedication as the SPTO secretary.

The last few months have been busy as the SPTO prepared for the start of school. Mrs. Ribisl shared highlights:

- Welcome Back Breakfast for Teachers, Administration and Staff, August 29th. Special thanks was given to Mrs. Bocompani and Mrs. Busby.
- Welcome Back Parents Breakfast, August 30th.
- Movie Night, September 1st - Boss Baby Movie at the White Silo Farm.
- Nine Sherman Students received School Supplies donated by the SPTO.

**Upcoming Events**

- Harvest Fair, October 14th
- Used Clothing/Toy Drive, October 14th
- SPTO Three Tiered Membership Drive, September 11th

Mrs. Ribisl shared that the SPTO is opened to suggestions and new ideas. Please feel free to reach out to her.

Mr. Hanley thanked Mrs. Ribisl and shared that the Board would like to get together to discuss shared common interests between the two Boards.

**7.2 Sub-Committee**

**Negotiation Committee - Mrs. Lenihan**

Mrs. Lenihan shared the committee is working on scheduling upcoming dates.

### 7.3 Chairman

Mr. Hanley attended the Convocation on August 28th. He spoke very highly of the talented staff and Ms. McDevitt's Teacher of the Year speech. Mr. Hanley is looking forward to a great year.

### 7.4 Superintendent

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

Dr. Melendez shared that he will be providing the Board with an update on the status of the current budget at each Board meeting. He provided the Board with a worksheet highlighting the negative and positive balances.

#### Negative

- Band Teacher Salary - Band teacher increased to 1 FTE
- Counselor Salary - Salary offered higher than initial budget
- ED Tech Salary - Salary offered to compensate for experience
- Head of Maintenance - Personnel change

#### Positive

- Several line items in this category are identified as Potential Savings as a result of pre-purchasing. Dr. Melendez explained that the 2016-17 Budget Surplus was used to purchase items from the 2017-18 Budget (ie Apple Computer Lease, etc).

Mrs. Diotte questioned how the report relates to the monthly budget report. Dr. Melendez shared that the report does not reflect Special Education or High School Tuition. The totals on the worksheet should not be viewed as a definitive number. Mr. Hanley requested that the current balance be included on future worksheets, and save each monthly upcoming worksheet in time for tracking purposes.

Dr. Melendez also noted that he did receive a letter of intent from the State regarding the IDEA Grant in the amount of \$62,000.00.

Dr. Melendez shared a detailed presentation of Summer Work, Vision in Action, Board Goals and an Organization Chart.

- **Summer Work**

- Locker Upgrade, accompanied with 3 minutes class change and Executive Function will assist students organizational skills
- Cafeteria paint and new round tables
- New Facility Supervisor/Technician Position. Mr. Joe Lombardozzi holds the newly created position. Dr. Melendez shared that Mr. Lombardozzi is a carpenter and feels he will save the school money with his skill set (basic plumbing, roof leaks, locker installation, bleacher repair, etc).
- Curriculum Writing - 27 teachers wrote 400 hours of curriculum during the summer months.

- **Vision in Action**

- XP Course which will allow students to explore their interests and passions. Dr. Melendez shared photos of students in their selected XP classes.

- **Board Goals**
  - Goal # 1: To develop a comprehensive, long-term, Strategic Plan
  - Goal # 2: To successfully implement our 2017-2018 Program of Instruction
  - Goal # 3: To strengthen internal and external relationships
  - Goal # 4: To ensure the success of our High School students
  - Goal # 5: To cultivate a mindset for learning among leadership, faculty, staff and students
  - Goal # 6: To create a sustainable facility use plan to address current and future needs
  - Goal # 7: To develop a communication plan that meets the needs of our constituents
- **Eleven New Staff Members** - Dr. Melendez is excited about the school's new staff members and looks forward to the opportunities ahead.
- **New Organizational Chart** - Dr. Melendez presented the new Organizational Chart. It centers around the individual student. The Organizational Chart is available on the school's website.

Mr. Hanley thanked Dr. Melendez for the presentation. He commented that he has met Mr. Lombardozzi and looks forward to the opportunity for improvements in the building as well as savings.

Mr. Hanley further shared that the Goals were formally adopted at the June 28th Board of Education meeting. He briefly shared the progression of the goals over time. The goals will become the framework for which the Board manages the district's work and will be structured in the monthly Agenda.

## 8. **NEW BUSINESS:**

### 8.1 **Discussion and Possible Adoption of a Middle School Math Program**

Mrs. Enright recapped the summer curriculum work:

- Faculty Members participated in 400 hours of curriculum work in 7 programs/areas of study
- Two days were dedicated to the Executive Functioning Program. SMARTS Program was reviewed in detail and necessary supplies were ordered. Mrs. Enright spoke very highly of the Executive Function program.
- Teachers planned 26 courses in over 230 hours of curriculum writing for the XP Program.
- Middle School Math Resources was discussed. Big Ideas Math Program will be recommended.
- Spanish Resources for 4th and 5th grade was discussed.

Mrs. Snowden presented a slide presentation on the potential Middle School Math Program. Mrs. Snowden began the presentation by sharing that Mr. Butler and Mrs. Shook did much of the investigation and testing of the math resources program.

Mrs. Snowden shared the math curriculum is what the school chooses to teach, and a resource/program will support the curriculum by providing practice, organization and cohesive examples.

The school is currently using the Connected Math Program, which is outdated and must be replaced with a Common Core aligned resource.

Since 2014, Mr. Butler and Mrs. Shook requested material from publishers and have been piloting lessons and testing six math programs. The following evaluation criteria was used:

- Aligns with area high school programs
- Provides adequate supplementary material
- Provides adequate examples
- Balances word problems and algorithm practice
- Focuses on building conceptual understanding
- Bridges gap between parent support and student independence
- Utilizes single book
- Offers support through technology as well as print
- Content progression follows established curriculum
- Builds on previous understanding
- Utilizes rigorous tasks
- Provides options for differentiation
- Provides multiple types and levels of problem-solving
- Builds foundation toward algebra

The criteria evaluation eliminated three programs and the math teachers further researched the effectiveness of the remaining programs: EnVision 2.0, Math in Focus, and Big Idea. Big Ideas was selected as the most effective program for the Sherman School. It is user-friendly, in depth, provides examples and practice problems, and is used by many high-performing and neighboring districts. It is also currently used by the Algebra I students. If the Board approves Big Idea, Mrs. Snowden will obtain a finalized quote. Mrs. Snowden shared that some of the resources are currently back ordered as the program is very popular. She further shared that the school will develop a training plan for teachers and a roll-out plan for students and families.

Mrs. Diotte questioned how students will transition from Grade 5 using the Bridges Program to Grade 6 using Big Ideas? Mrs. Snowden is aware that it will not be a smooth transition, but shared that there are foundational pieces of both programs that work well, and they are both very concept based and have a lot of problem solving practice. She feels the Bridges Math program will set students up for success in Big Ideas.

Mr. Hanley moved and Mrs. Seeger second to approve the recommendations from the Curriculum Committee to adopt Big Ideas as the school math program resource, and the motion passed unanimously, 7-0.

## **8.2 Discussion and Possible Adoption of a 4th - 5th Grade Spanish Program Resource**

Mrs. Snowden shared that Spanish will be taught to the 4th and 5th grade students once per week for 42 minutes and a resource will be necessary to facilitate. Mrs. Snowden shared the rationale for elementary Spanish, as well as the benefits of early learning of a

second language to enhance cognitive development.

The team researched four Spanish resources and recommends the Risas y Sonrisas program. This program will cover 96 hours of Spanish instruction including lessons, songs, games, skits, visual aids, and multimedia presentations. It will also support Mrs. Butler as she develops a program focused on vocabulary and practical conversation.

If approved the program would cost \$1,200.00, including a workbook and textbook for Mrs. Butler.

Mr. Hanley moved and Dr. Alexander seconded for the Board to formally adopt the recommended Spanish resource as recommended by the Curriculum Sub-Committee, and the motion passed unanimously, 7-0.

Mr. Hanley commented positively on how the Spanish program has evolved over the years into such a strong program with Mrs. Butler. He further shared that the school's relentless focus on the high school population has trickled back to improving the quality of instruction within the school.

### **8.3 Superintendent Evaluation**

Mr. Hanley shared that the Board completed the Superintendent's evaluation in Executive Session. No action is necessary.

## **9. UNFINISHED BUSINESS**

### **9.1 KWing Update**

Mr. Hanley shared a Maintenance Committee meeting is scheduled for September 12th. The focus is to get organized and manage how the committee will work as a group. Mr. Iadorala has been invited to attend the meeting to discuss air conditioning in the Multi Purpose Room as well as the K-Wing.

Mr. Hanley shared the K-Wing will be revisited to align with the curriculum and declining enrollment. The committee will look to engage with the appropriate firm to do a space utilization study.

### **9.2 Second Reading of Policy 0100 Vision Statement, Policy 3517 Security of Building and Grounds, Regulation 2400 and Form 9400**

Mrs. Seeger moved and Mrs. Lenihan seconded for the Board to accept Policy 0100 Vision Statement, Policy 3517 Security of Building and Grounds, Regulation 2400 and Form 9400, and the motion passed unanimously, 7-0.

## **10. COMMUNICATION**

No additional communication.

## **11. PUBLIC COMMENTS**

Mr. Clay Cope questioned if the Board would be looking for the Town to fund the space utilization study. He expressed that he would like to attend the Maintenance Meeting. Mr. Hanley confirmed that the Board would be looking for the Town to fund the study. He is

aware that a budget report did not take place at the meeting, but shared that over \$400,000.00 was returned to the Town from the 16-17 Budget. He further shared that the Maintenance Committee meeting is a public meeting and anyone can attend.

Mr. Bob Ostrosky, 5 Pepper Pond Road. Mr. Ostrosky commented positively on the morning recess program and on the media upgrade in the Multi Purpose Room.

Mrs. Kim Kean, 66 Route 39 South. Mrs. Kean questioned if there are any updates on the drinking water. Mr. Schoefer shared that the latest water test still shows elevated levels of chlorides, with no significant change.

Mr. Cope shared that Mr. Tim Simpkins, Health Director, can provide the school with a report on the status of the drinking water. Mr. Hanley noted that the Board formally agreed that the school would follow the Town's lead regarding the water issue.

Mr. Lowe shared that the Town will be meeting with the State in approximately two weeks to discuss options to address the drinking water issue.

## **12. BOARD OF EDUCATION COMMENTS**

Dr. Alexander commented on the positive Board meeting. She thanked Dr. Melendez and Mrs. Snowden for the informative presentations. She is looking forward for future meetings organized around goals.

Mrs. Lenihan took a moment to thank the teachers. She knows that change is hard and has confidence in the teachers. She feels the XP courses are exciting and is impressed with the varied interest of the staff. As a Board member and parent she is grateful for the hard work.

## **13. FUTURE MEETINGS AND TOPICS**

- 13.1 Regular Meeting, Wednesday, October 4, 2017 at 7:00 PM - LMC
- 13.2 Maintenance Meeting, Tuesday, September 12, 2017 at 6:00 PM - LMC
- 13.3 Policy Meeting, Monday, September 25, 2017 at 6:00 PM - LMC

## **14. ADJOURNMENT**

Mr. Hanley moved and Mrs. Diotte seconded that the Board adjourn the meeting at 8:23 PM and the motion passed unanimously, 7-0.

Respectfully submitted,

Kasey Diotte  
Vice Chair, Sherman Board of Education

Prepared by Recording Secretary: Nancy Winkler