

**SHERMAN BOARD OF EDUCATION
SHERMAN, CONNECTICUT 06784
REGULAR MEETING, DECEMBER 4, 2018
THE SHERMAN SCHOOL - MULTI-PURPOSE ROOM
7:00 PM**

A regular meeting of the Sherman Board of Education was called to order by Mrs. Diotte at 7:00 PM in the Library Media Center.

1. PRESENT:

For the Board:	Dr. Alexander, Mrs. Diotte, Mrs. Enright, Mrs. Lenihan and Mrs. Seeger
Absent:	Mr. Neunzig
For the Administration:	Dr. Melendez and Mr. Schoefer
School Staff:	Mrs. Loira-Marrero

The Board and attendees recited the Pledge of Allegiance.

2. CELEBRATIONS:

Dr. Melendez received an update from Chris Carlone regarding the Western Regionals Concert and Jazz Band audition. Although the scores are not in, he provided a recap to the Board from Mr. Carlone:

On Saturday, December 1st, the Sherman Middle School Band program sent 11 students to audition for the Western Regionals Concert and Jazz Band against other top band students. Although the cut-off scores are yet to be determined the Sherman students scored outstandingly high with new records in high regional's scores for the Sherman School being set by Hans Pitt on Saxophone, Nathaniel Bruzinski on Trumpet, Micayla Tarby on Flute, Michael Clancy on Trombone, Mollie Garcia on Baritone Horn, Caden Gaudreau on Snare Drum and Doug Conrad on a double audition for Classical and Jazz Tenor Saxophone. While we still do not know which students have been admitted in the festival the school and music faculty are extremely proud of these students achievements and all who participated in this fantastic learning experience. We look forward to announcing the students admitted into the festival by the end of the year. Thank you for your continued support of instrumental music at our school.

Dr. Melendez commented positivity and feels this a testament to the investments made by the Board, through staffing and programming.

Mrs. Diotte congratulated Mr. Carlone and the students.

3. PUBLIC COMMENTS:

No update

4. ADDITIONS TO AGENDA:

No update

5. CONSENT AGENDA:

Mrs. Diotte moved and Mrs. Lenihan seconded that the Board approve the consent agenda items 5.1 to 5.4 and the motion passed unanimously, 5-0.

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| 5.1 | Minutes - Regular Meeting, November 7, 2018 | Enclosure 5.1a |
| | Minutes - Maintenance Meeting, November 14, 2018 | Enclosure 5.1b |
| | Minutes - Maintenance Meeting, November 1, 2018 | Enclosure 5.1c |
| | Minutes - Policy Meeting, November 1, 2018 | Enclosure 5.1d |
| | Minutes - Maintenance Meeting, October 9, 2018 | Enclosure 5.1e |
| | Minutes - Curriculum Meeting, November 7, 2018 | Enclosure 5.1f |
| 5.2 | Personnel Actions | |
| | <u>Resignation</u> | |
| | Recommendation to accept the Termination of: | |
| | • Maria Discioscia, Paraprofessional, Effective December 4, 2018 | |
| | Recommendation to accept the Resignation of: | |
| | • Chris George, Paraprofessional, Effective December 6, 2018 | |
| | • Sandra Proia, Teacher, Effective December 7, 2018 | |
| 5.3 | Reports - Monthly Enrollment | (Enclosure 5.3) |
| 5.4 | Monthly Budget Report 18-19 | (Enclosure 5.4a - 5.4b) |

Mrs. Enright noted a correction to Enclosure 5.1a under Curriculum Committee update. The minutes will reflect the following change:

The committee discussed the Big Ideas math program. The staff attended Professional Development training with the program. Mrs. Enright is aware that the program is difficult and will take time for the teachers to learn. She is glad to see the school is working towards a consistent math program in the Middle School.

6. APPROVAL OF CURRENT BILLS:

Mrs. Diotte moved and Mrs. Lenihan seconded that the Board approve the current bills as presented, and the motion passed unanimously, 5-0.

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| 6.1 | 2018-2019 Current Bills | Enclosure 6.1 |
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7. ORAL REPORTS:

7.1 SPTO Update

7.2 Sub-Committee

Negotiations Committee - Mrs. Lenihan

Mrs. Lenihan shared that an agreement was reached with the teachers on November 28, 2018. The Sherman Education Association will seek to ratify the contract. A special meeting will be scheduled with the Board prior to the upcoming Budget Workshop, December 17, 2018, for the Board's approval of the contract.

Policy Committee - Mrs. Seeger

Mrs. Seeger shared that the committee met and reviewed a Policy Review Plan. The plan puts the committee on a path to continuously update Policies. Mrs. Seeger reminded the Board that as a result of last year's audit, several mandated policies had to be added to current Policies, which is complete. The committee is currently working on

modifications that need to be made. Mrs. Seeger is pleased there is a practice in place to live beyond the current Board and Superintendent.

During the review, a discrepancy in the numbering was noted for Regulation 1314. Also, a duplicate of Policy 1324 has been removed. Regulation 1314 was updated, but does not need Board approval since it is a Regulation and not a Policy.

Policy 5144.1 was approved last year, but due to Legislation, required changes effective January 2019. Ms. Edwards, Director of Special Education, reviewed the Policy and discussed with the committee. The First Reading will take place under New Business.

Maintenance - Mrs. Diotte

Mrs. Diotte shared that the completed Facility Study by Friar Architects was presented during the Working Session prior to the Board meeting. The Study is a large document and will require time for the Board to review. The Maintenance Committee has reviewed several drafts of the study.

Mrs. Diotte recapped the rationale for the Study:

- K-Wing Issue - Decisions will have to be made regarding the K-Wing space and the best solution (tear down, rebuild, remediate, etc).
- Analysis of the useful life of the mechanical systems (plumbing, heating, etc).
- Code compliance analysis.

Friar Architects provided a very detailed analysis. It will be a useful document and will provide 10-year capital expenditures. Mrs. Diotte shared that the study will move from the Maintenance Committee to the full Board for further review and discussion.

Budget - Mrs. Diotte

Mrs. Diotte shared traditionally, prior to the first Budget Workshop, transfers should take place. She noted that Mrs. Loira-Marrero, Director of Finance & Operations, is currently conducting a full audit to allocate the funds correctly. Due to the amount of attention needed for the audit, additional time is required. The Transfer Report is utilized for the budget planning process.

Mrs. Loira-Marrero added the report provides important guidance for the budget process, as well as a good reference.

Mrs. Diotte suggested a column be added, 2018-19 Budget Projected Finals. She feels it will be more clear for the public to understand. Mrs. Diotte shared the first Budget Workshop will look different than in the past. The process will start with a discussion to help drive towards the Strategic Plan goals. Dr. Melendez will present ideas/recommendations and the Board will bring ideas and then work in numbers.

7.3 Chairperson

Mrs. Diotte provided an update on the Board of Education vacancy. The Board held a Special Meeting to conduct interviews with two candidates. The Board unanimously approved Mr. Tim Laughlin. Mr. Laughlin brings a diverse background and skill set, including his experience with Region 12's Agriscience program.

7.4 Superintendent Update - Dr. Jeff Melendez

Dr. Melendez presented an update on the XP Expo. He shared many photos showcasing the talents of the students and recapped highlights of the courses.

- Photography
- A Whole New World - Virtual Reality
- Just Sculpt It
- Good Morning Sherman - Morning Announcements
- Sherman Playhouse
- Sherman Merch

The Capstone project has been revised and condensed into one trimester. The change will allow the Eighth Grade student to experience another XP, as well as learn time management. Students will receive Capstone Awards if they meet the set criteria. Dr. Melendez would like to invite a few students to the January meeting to briefly share their Capstone Project.

8. PRESENTATIONS

8.1 Monthly Update on Strategic Planning and Communication Plans

Dr. Melendez provided a slide presentation on progress towards goals of the Strategic Plan.

Instructional Core

Goal #1: We will create and maintain curriculum that is responsive, relevant and rigorous

Progress: Purchase of Teachers College phonics unit for grades K-1

Goal #2: We will develop and implement a sustainable model of differentiation at all levels

Progress: Developed a new intervention model (Structured ELT) to provide targeted support for students

Goal #3: We will foster interactions between staff and students that promote engagement, nurture curiosity, and make learning fun

Progress: American Education Week - Spirit Days

Goal #4: We will develop a growth mindset among staff and students

Progress: Facilitated three faculty-led Professional Development sessions for Paraprofessionals and Tutors led by school staff.

Student Enrichment

Goal #5: We will provide academic and non-academic enrichment opportunities

Progress: XP Expo showcased the culmination of first trimester XP Courses. XP Registration of second trimester courses underway

Goal #6: We will broaden the extracurricular programming that is offered beyond the classroom

Progress: In discussion as part of our Action Planning Team meetings

Parent Engagement

Goal #7: We will create an infrastructure that invites families to be involved in school life

Progress: American Education Week: Parents invited to visit classrooms and have lunch with their children

Goal #8: We will provide learning opportunities for families to support their children in school

Progress: Parent Teacher conferences held. The goal is in discussion as part of the Action Planning Team meetings

Goal #9: We will build effective partnerships and lasting relationship with families upon their enrollment in our district

Progress: Meetings with 8th grade families of Special Education students to discuss high school options. Videos of each high school presentation available online to assist families with selection

Culture

Goal #10 We will embrace innovative ideas and solutions

Progress: Strategic Plan Goal Teamwork

Goal #11 We will build relationships based on mutual trust among all members of our community

Progress: Veterans Day Assembly to honor and celebrate of our community

Goal #12: We will individually and collectively contribute to a positive climate

Progress: Women's Center presentations for students in grades 4, 5 and 7

Goal #13: We will engage members of the Sherman community to contribute to our school district and its future

Progress: Senior luncheon serving almost 60 residents. Student performances showcased multiple talents

Dr. Melendez also shared a slide with an update on the Communication Plan.

- Email Communication - The E-Newsletter is coded and awaiting a test distribution.
- Social Media - Mrs. Snowden continues to tweet two to three times per week. Student photographs have been utilized on social media accounts.
- Website Mobile - Training on website updates provided to faculty
- Newspaper - NY Times article on Sherman published on November 29, 2018, by Susan Hodara.

Mrs. Seeger requested information be available publicly regarding the Budget Workshops.

9. NEW BUSINESS

9.1 First Reading of Policy 5144.1 Physical Restraint/Seclusion/Exclusionary Time Out

Mrs. Seeger shared that this is the First Reading of Policy 5144.1 Physical Restraint/Seclusion/Exclusionary Time Out. Ms. Edwards and Dr. Melendez reviewed the policy and discussed with the Policy committee. Mrs. Seeger noted that the policy is the law and must be followed.

10. UNFINISHED BUSINESS

No update

11. COMMUNICATION

Mrs. Diotte shared that she received an email from a parent and directed them to the appropriate communication channel.

12. PUBLIC COMMENTS

Deirdre Fitzpatrick, 13 Smoke Ridge. Mrs. Fitzpatrick expressed concern regarding the lack of communication and academic support. She feels the school has too many full-time Administrators, and is not pleased with funds spent on decor, XP, the DC trip and noted these excess funds are not benefiting the students academically. She referenced the declining SBAC

results and questioned why the Administrators or teachers do not contact families of students who do not meet the SBAC goal. Students with low scores are not being supported or receiving intervention. Mrs. Fitzpatrick feels students should write well and exceed in math when they leave the Sherman School.

Peter Fitzpatrick, 13 Smoke Ridge. Mr. Fitzpatrick shared that he never received a follow up regarding an email sent on August 1st. He expressed dissatisfaction with the amount of focus on the XP Program, and not on math. He questioned if anyone is concerned.

13. BOARD OF EDUCATION COMMENTS

Mrs. Enright shared that the Board of Education meetings are recorded and urged the Fitzpatrick's to listen to the November recording.

14. FUTURE MEETINGS AND TOPICS

- 14.1 Board of Education Meeting - January 2, 2019 at 7:00 PM - Library Media Center
- 14.2 Budget Workshop - December 17, 2018 at 6:00 PM - Library Media Center
- 14.3 Policy Committee Meeting - January 14, 2019 at 5:00 PM - Library Media Center
- 14.4 Communication Meeting - January 14, 2019 at 6:00 PM - Library Media Center

15. ADJOURNMENT

Mrs. Diotte moved and Mrs. Lenihan seconded that the Board adjourned at 7:55 PM, and the motion passed unanimously 5-0.

Respectfully submitted,

Kasey Diotte
Chair, Sherman Board of Education

Prepared by Recording Secretary: Nancy Winkler