

SHERMAN BOARD OF EDUCATION
SHERMAN, CONNECTICUT 06784
REGULAR MEETING, SEPTEMBER 4, 2019
THE SHERMAN SCHOOL - LIBRARY MEDIA CENTER
7:00 PM

A regular meeting of the Sherman Board of Education was called to order by Mrs. Diotte at 7:01 PM in the Library Media Center on September 4, 2019.

1. PRESENT:

For the Board:	Dr. Alexander, Mrs. Diotte, Mrs. Enright, Mrs. Lenihan, Mr. Laughlin, Mr. Neunzig and Mrs. Seeger
Administration:	Dr. Melendez, Ms. Edwards, Mr. Kalkreuth and Mrs. Snowden
Selectman	Selectman Don Lowe
School Staff:	Mrs. Calsetta, Mr. Rowella and Mrs. Vermilyea
Residents:	3 Residents

The Board and attendees recited the Pledge of Allegiance.

2. CELEBRATIONS:

2.1 Teacher of the Year - Jill Vermilyea

Dr. Melendez proudly introduced Jill Vermilyea, Teacher of the Year. Mrs. Vermilyea shared a moving speech about her journey as a Speech Language Pathologist. She also shared her mantra, Shine Your Light and the powerful impact it has had throughout her life, both personally and professionally.

Mrs. Diotte congratulated and thanked Mrs. Vermilyea. All in attendance applauded Mrs. Vermilyea and each Board member personally congratulated her.

3. PUBLIC COMMENTS:

Mrs. Fitzpatrick congratulated Mrs. Vermilyea and reflected on the positive impact that she had on her children.

4. ADDITIONS TO AGENDA:

No additions.

5. CONSENT AGENDA:

Mrs. Diotte moved and Dr. Alexander seconded the Board approve the Consent Agenda items 5.1 to 5.3 and the motion passed unanimously, 7-0.

Mrs. Diotte moved and Mrs. Lenihan seconded to table approval of 5.4, Monthly Budget Report 19-20 Budget by Function and Summary of Funds, and the motion passed unanimously, 7-0.

- 5.1 Review of Minutes:
 - Minutes - Curriculum Committee Meeting, August 8, 2019
 - Minutes - Maintenance Committee, August 6, 2019
 - Minutes - Maintenance Committee Meeting, July 20, 2019
 - Minutes - Board Retreat, July 20, 2019
 - Minutes - Special Meeting, July 11, 2019
 - Minutes - Regular Meeting, June 26, 2019
 - Minutes - Executive Session, June 26, 2019
 - Minutes - Maintenance Committee Meeting, June 26, 2019
 - Minutes - Curriculum Committee Meeting, June 17, 2019
 - Minutes - Maintenance Committee Meeting, May 17, 2019
 - Minutes - Maintenance Committee Meeting, April 26, 2019
- 5.2 Personnel Actions
 - Appointment:**
 - Brian Kalkreuth, Assistant Principal, Effective July 22, 2019
 - Allison Blume, Health Teacher, Effective August 26, 2019
 - Marijo Ficca, School Counselor, Effective August 26, 2019
 - Renee Grandmaison, Paraprofessional, Effective August 26, 2019
 - Tammy Raiano, Paraprofessional, Effective August 26, 2019
 - Kaitlyn Palumbo, Paraprofessional, Effective August 27, 2019
 - Amanda Silva, Long Term Substitute, Effective August 29, 2019
 - Resignations:**
 - Herbert James Hamill, Math Tutor, Effective June 17, 2019
 - Margie Austell, Tutor, Effective August 21, 2019
- 5.3 Monthly Enrollment Report
- 5.4 Monthly Budget Report 19-20 Budget by Function & Summary of Funds

6. APPROVAL OF CURRENT BILLS:

Mrs. Diotte moved and Mrs. Lenihan seconded to table the approval of 2019-20 Current Bills, and the motion passed unanimously, 7-0.

- 6.1 2018-2019 Current Bills

Enclosure 6.1

7. ORAL REPORTS:

- 7.1 **SPTO Update**
Update

- 7.2 **Sub-Committee**
Curriculum Committee

Mrs. Enright provided an update from the last Curriculum Committee meeting. The committee discussed possible new math intervention resources. Based on the recommendation of Mrs. Snowden, the committee supports the purchase of V Math resource. Mrs. Enright inquired about the alignment of Big Ideas and V Math. Mrs. Snowden noted both programs are Common Core based, although one is a resource to support intervention. Mrs. Enright also inquired about Professional Development for Big Ideas. Mrs. Snowden shared Mr. Drew Tracy will be receiving online training with Big Ideas on September 5th. Mrs. Snowden will investigate if additional Professional Development will be required after the training.

Mrs. Enright noted the preliminary SBAC results are in and there are both improvements and declines in the test results. Mrs. Enright would like the Board to adopt improvement as a goal. Mrs. Snowden noted the official test results have not been released to the public and she will present them to the Board at the October meeting. Mrs. Diotte requested an advance copy of the SBAC presentation to the entire Board prior to the October meeting.

Maintenance Committee

Mr. Laughlin provided an update from the Maintenance Committee meetings which took place over the summer months regarding the water issue. The committee continues to work on the many facets of the plan and noted it is taking longer than expected due to the number of mechanical systems involved and subsequent impact. The committee was hopeful to have drinking water available on the first day of school, but opted for a prudent approach to have the work done correctly.

7.3 Chairperson

No additional comments

7.4 Superintendent Update - Dr. Jeff Melendez Strategic Plan Update

Dr. Melendez provided the Board with an update on the Strategic Plan, specifically the 2019-20 Action Steps. He presented a new Stop Light report containing all twenty action steps and progress on each step. Dr. Melendez will share the report each month and it will be available on the school's website as well.

Steering Committee Update

Dr. Melendez provided an update on the Steering Committee. The nine-member committee met three times over the summer months, with one future meeting scheduled for September 19th. The committee members were all trained in the framework and format of collaborative decision making by Patrick Flynn. They presented an activity to the faculty to showcase the work that took place over the summer months. The Steering Committee established three areas of focus for the 2019-20 school year: Social-Emotional Programs, Instructional Time Analysis and School Climate Survey. Each area is tied to Action Steps and the Strategic Plan.

Strategic Plan and Professional Development Catalog

Dr. Melendez presented the newly created 2019-20 Professional Development Catalog for the faculty. The catalog spans from scheduled PD days assigned to specific Strategic Planning initiatives, Steering Committee, Research and Development, Faculty Meetings, Tri-State Consortium training and beyond. The catalog contains both mandatory and voluntary professional development. The catalog can be viewed on the school's website.

Dr. Melendez recapped the information presented as a roadmap for the year which will integrate and align all of our resources to the school's Vision and Strategic Plan.

Mrs. Diotte thanked Dr. Melendez for the organized work put forth and level of accountability associated with the Strategic Plan. Dr. Melendez thanked Mrs. Diotte and noted the work put forth is a shared team effort with his colleagues.

8. PRESENTATIONS

No presentations

9. NEW BUSINESS

9.1 Review and Possible Approval of RFP for Architecture Design Services

Mrs. Diotte shared the Board is reviewing a Request For Proposal (RFP) to engage in architectural design services for a possible building project. Many factors, including the K-Wing, drinking water issues, playground replacement(s), lack of air conditioning contributed to the need of a building study. The Board engaged with Friar Architects last year and they completed a building study which provided the structural health of the building (health/safety, code compliance and useful life of the mechanical system). The Board also formed a Design and Innovation committee which included a variety of both school and community stakeholders. The committee expressed an interest in seeing what the building could look like, projected costs and space for other community groups. Mrs. Diotte shared the Board spent their annual retreat reviewing enrollment projections and grade level options. The Board agreed, the school will remain a Preschool - 8th grade school. Mrs. Diotte shared that the Design and Innovation committee met on August 8th and were updated on the decision to move forward with the RFP.

The Board reviewed and discussed the RFP at length. All agreed revisions were updated in the RFP, including the timeline. The RFP will be reviewed by legal counsel for compliance with regulations and statutes. Dr. Melendez will provide the Board with a final draft prior to the September 13, 2019 release date.

10. UNFINISHED BUSINESS

10.1 Discussion and next steps regarding Design and Innovation Committee

No further discussion took place as it was addressed under Item 9.1.

10.2 Second Reading Policy 1212 School Volunteers

10.3 Second Reading Policy 1331 Smoke Free Environment

10.4 Second Reading Policy 1412 Fire Department

10.5 Second Reading Policy 1700 Otherwise Lawful Possession of Firearms on School Property

10.6 Second Reading Policy 2111 Equal Employment Opportunity

Mrs. Seeger moved and Mrs. Lenihan to approve 10.2, 10.3, 10.4, 10.5 and 10.6, and the motion passed unanimously, 7-0.

11. COMMUNICATION

No further communication

12. PUBLIC COMMENTS

No public comment

13. BOARD OF EDUCATION COMMENTS

Mrs. Diotte acknowledge a note received from Daniele Shook.

14. FUTURE MEETINGS AND TOPICS

- 14.1 Board of Education Meeting, October 2, 2019 at 7:00 PM - Library Media Center
- 14.2 Policy Committee, September 23, 2019 at 3:00 PM - Superintendent's Office

15. ADJOURNMENT

Mrs. Diotte moved and Mrs. Seeger seconded the Board adjourn at 9:38 PM and the motion passed unanimously, 7-0.

Respectfully submitted,

James Neunzig
Vice Chair, Sherman Board of Education

Prepared by Recording Secretary: Nancy Winkler