

**SHERMAN BOARD OF EDUCATION**  
**SHERMAN, CONNECTICUT 06784**  
**REGULAR MEETING, DECEMBER 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 7:07 PM in the Library Media Center on December 4, 2019.

**1. PRESENT:**

For the Board:	Dr. Alexander, Mrs. Diotte, Mrs. Enright, Mr. Laughlin, Mrs. Lenihan and Mr. Neunzig (via phone)
Absent:	Mrs. Seeger
Administration:	Dr. Melendez, Mr. Kalkreuth and Mrs. Snowden
Staff:	Ms. DePuy, Mrs. Linero, Mrs. Lynch and Mrs. Silva
Town:	Selectman Don Lowe
Residents:	6 Residents and 5 Students

The Board and attendees recited the Pledge of Allegiance.

Mrs. Diotte moved and Dr. Alexander seconded to amend the Agenda and move 8.1 XP Expo Student Presentations to the top of the Agenda, and the motion passed unanimously, 6-0.

**8.1 XP Expo Student Presentations**

Under the direction of Mrs. Linero, the XP Photography students presented the Compositions of Photography they explored during the first trimester and presented their photographs. The following students presented their area of focus and accompanying photographs:

Charlie Bocompani - Rule of Thirds  
Nadia Ordinas-Lewis - Framing  
Nate Setzler - Leading Lines  
Brayden Vore - Focus on Color

Mrs. Diotte congratulated the students on their work and they received a warm round of applause from all in attendance.

**2. CELEBRATIONS:**

**2.1 High School National Honor Society Inductees**

Dr. Melendez recognized the following students who were recently inducted into the National Honor Society. He also shared the stringent membership guidelines. Dr. Melendez sent congratulatory letters to each of the students and informed them that they would be recognized at the Board meeting.

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**New Milford High School**

Christopher Baccari  
Madison Devine  
Ana Flood  
Julia Fry  
Jeremy Patzelt  
Cassidy Ranno  
Shae Zeitler

**Shepaug High School**

Gianluca LeClerc

**2.2 Support Staff Recognition**

Dr. Melendez presented a slide with the names of support staff who were recognized in November. He acknowledged and thanked them for their dedication.

**3. PUBLIC COMMENTS:**

Mr. Laughlin moved and Mrs. Diotte seconded to suspend public comment until a later point in the Agenda to allow the public the opportunity to comment, and the motion passed unanimously, 6-0.

**4. ADDITIONS TO AGENDA:**

**5. CONSENT AGENDA:**

Mrs. Diotte moved and Mrs. Lenihan seconded to approve the Consent Agenda Items 5.1 to 5.5, with the exception of Maintenance Minutes, October 8th, 9th and November 21st, and the motion passed unanimously, 6-0.

**5.1 Review of Minutes:**

Minutes - Special Meeting, November 4, 2019  
Minutes - Regular Meeting, November 6, 2019  
Minutes - Executive Session, November 6, 2019  
Minutes - Maintenance Meeting, November 21, 2019  
Minutes - Policy Meeting, November 21, 2019  
Minutes - Maintenance Meeting, October 8, 2019  
Minutes - Maintenance Meeting, October 9, 2019

**5.2 Personnel Actions**

Appointment

Amber Ruscoe, Paraprofessional, Effective November 25, 2019

Resignation

Tammy Raiano, Paraprofessional, Effective November 27, 2019

**5.3 Monthly Enrollment Report**

**5.4 Monthly Budget Report 2019-2020 Budget by Function & Summary of Funds**

**5.5 Disposal of Damaged/Obsolete Items by the Maintenance Department**

**6. APPROVAL OF CURRENT BILLS:**

Mrs. Diotte moved and Mrs. Lenihan seconded the approval of current bills, and the motion passed unanimously, 6-0.

**6.1 2018-2019 Current Bills**

Enclosure 6.1

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**7. ORAL REPORTS:**

**7.1 SPTO Update** - No update

**7.2 Sub-Committee**

**Maintenance Committee**

Mr. Laughlin reported the Maintenance Committee continues to discuss the potable water issue. They have a variety of cost estimates for different options, but would like to wait on making a final decision until the approval or denial of the Conceptual Design Services has been decided.

The committee also discussed the capital planning process in the event the school receives approval for the design services. Mr. Laughlin noted the fast-paced timeline and feels the Board should discuss how they will engage with the school community. He also expressed the importance of engaging with all stakeholders throughout the broader community.

**Curriculum Committee**

Mrs. Enright provided an update from the Curriculum Committee meeting. In an effort to address low SBAC results, both Dr. Melendez and Mrs. Snowden will consult with their peers and consortiums to inquire if other districts set benchmarks to increase test score results, and if so, the parameters established and outcomes. Based on the findings of this process, the school may decide to engage with a third-party consultant to establish a goal for increased SBAC test results. Mrs. Enright noted the consultant could provide a top down review of curriculum, teaching methods and instructional time.

**7.3 Chairperson**

Mrs. Diotte invited public comment.

Mrs. Amy O'Dell shared her family's history of both tragedy and injury from the Vietnam War and World War II. Mrs. O'Dell requested the Board reconsider closing school on Veterans Day. She further requested school be in session on Columbus Day.

Mrs. Diotte commented on the Veterans Day ceremony that the school held. She reflected on the ceremony and is so proud that the students have an opportunity to publicly and sincerely thank the Veterans in our Town. Mrs. Diotte complimented the school, Administration, students and staff.

**7.4 Superintendent Update - Dr. Jeff Melendez**

- **Strategic Plan Update**

Dr. Melendez presented the December StopLight report and provided an update on the Action steps. The report can be viewed on the school's website.

- **Parent Feedback**

Dr. Melendez shared the Admin Team hosted four "Coffee with the Administration". He was pleased with the turnout and feels the sessions afforded parents an opportunity to ask questions, as well as provide feedback to the Administration. Dr. Melendez was happy to report the positive feedback communicated during the session and shared highlights with the Board. Highlights ranged from efforts in communication, access to the Administration, and improvements in curriculum. He also shared concerns that were communicated and what the Administration has done to remedy them, as well as follow up plans. Following are the expressed concerns:

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**Third Grade:**

- Request for more formal PE instruction and physical activity
- Request for more recess/lunch time and music instruction
- Concerns that there are a lot of assessments
- Concerns about our allergy procedures which restrict peanuts and tree nuts from being brought into the school
- Concerns about Social-Emotional Curriculum being taught at school, sense that this is a parental responsibility

**Middle School**

- Concerns about cell phones being used inappropriately in school (Middle School)
- Question about student readiness for High School Homework practices

The Board briefly discussed the cell phone issue of middle school students, as well as the plan to annually review allergy procedures as outlined in Policy 5141.25.

- Professional Development Update  
Several teachers attended conferences and workshops. Mrs. Snowden received feedback from all who attended and provided a brief overview to the Board.

**8. PRESENTATIONS**

Move to top of the agenda.

**9. NEW BUSINESS**

**9.1 2020-2021 Budget Development Timeline Enc. 9.1**

Mrs. Diotte explained the budget development process has been streamlined for the upcoming season and noted two major workshops scheduled on January 27th and February 12th.

**9.2 First Reading Policy 3152 Spending Public Funds for Advocacy Enc. 9.2**

**9.3 First Reading Policy 3160 Transfer of Funds Between Categories; Amendments Enc. 9.3**

**9.4 First Reading Policy 3313.5 Affirmative Action Enc. 9.4**

**9.5 First Reading Policy 3432 Budget/Expenditure Rpt, Annual Financial Statement Enc. 9.5**

**9.6 First Reading Policy 3516 Safety Enc. 9.6**

**9.7 First Reading Policy 3524.1 Pesticide Application Enc. 9.7**

Mrs. Diotte noted the First Reading of Policies: 3152, 3160, 3313.5, 3432, 3516 and 3524.1.  
The policies will be voted on at the January meeting.

**10. UNFINISHED BUSINESS**

**10.1 Second Reading Policy 5131 Students/Conduct and Discipline Enc.10.1**

**10.2 Second Reading Policy 6171 Instruction/Special Education Enc.10.2**

**10.3 Second Reading Policy 6172.1 Instruction/Gifted and Talented Students Enc.10.3**

Mrs. Diotte moved and Dr. Alexander seconded to approve Policy 5131, Policy 6171 and Policy 6172.1 and the motion passed unanimously, 6-0.

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**10.4 Update on Engaging an Architectural Firm for Conceptual Design Services**

Mrs. Diotte shared that the Board met with the Board of Selectman on November 21, 2019. They provided them with an update from the Architecture interviews and shared they selected Tecton, with an amount not to exceed \$50,000 for Conceptual Design Services. Mrs. Diotte reported the Board of Selectmen unanimously voted to support the request and it will move to a Town meeting on December 7th and voting will take place.

**10.5 Discussion and Possible Approval to Eliminate Policies 5144 and 5114 as they are Replaced by Policy 5131**

Mrs. Diotte moved and Dr. Alexander seconded to approve Policy 5131, Policy 6171 and Policy 6172.1 and the motion passed unanimously, 6-0.

**10.6 Update on Climate and Culture Investment**

Mrs. Diotte moved and Mrs. Lenihan seconded to table the update on Climate and Culture Investment until the January meeting, and the motion passed unanimously, 6-0.

**11. COMMUNICATION**

Mrs. Diotte noted the Board received formal correspondences from Amy O'Dell.

**12. PUBLIC COMMENTS**

No public comment

**13. BOARD OF EDUCATION COMMENTS**

Mrs. Diotte noted this is Mrs. Enright last meeting as a Board of Education member. Mrs. Enright served for eight years. Mrs. Diotte reflected on Mrs. Enright's passion, dedication and commitment.

Mrs. Enright reflected on her past two terms and attributes her success to her fellow Board members.

The Board presented Mrs. Enright with a pocket calendar to commemorate her eight years of service.

**14. FUTURE MEETINGS AND TOPICS**

14.1 Board of Education Meeting, January 8, 2020 at 7:00 PM - Library Media Center

**15. ADJOURNMENT**

Mrs. Diotte moved and Mrs. Enright seconded the Board adjourned at 8:36 PM and the motion passed unanimously, 6-0.

Respectfully submitted,

James Neunzig  
Vice Chair, Sherman Board of Education

Prepared by Recording Secretary: Nancy Winkler