

Draft BOE Minutes of 7/10/17
Monday, July 10, 2017 7:00 PM
Draft BOE Minutes of 7/10/17, 4 Vision Boulevard, Somers, CT 06071

1. Draft BOE Minutes of 7/10/17

SOMERS BOARD OF EDUCATION

1 Vision Boulevard

Somers, CT 06071

www.somers.k12.ct.us

MINUTES OF THE MEETING – JULY 10, 2017

Members Present: B. Devlin, D. Palmer, J. Anderson, A. Kirkpatrick, B. Capuano, M. Marquardt
Members Absent: R. Lees, Jr., S. Moynihan Bollinger, K. McLellan
Administrators Present: B. Czapla, B. Boutwell
Staff Present: J. MacFeat
Citizens Present:
Students Present:
Others: T. Suffish (St. Germain), M. Krementowski (J.I.)

1.0 CALL TO ORDER

The regular meeting of the Board of Education was called to order at 7:01 p.m. by Chairman Devlin in the Mabelle B. Avery Middle School Board of Education meeting room.

2.0 PLEDGE OF ALLEGIANCE

Chairman Devlin welcomed Superintendent Czapla to his first Board of Education meeting as superintendent.

3.0 APPROVAL OF MINUTES

3.1. Draft Minutes of Board Meeting of 6/26/17

June 26, 2017 – It was **MOVED** (D. Palmer), **SECONDED** (B. Capuano) to approve the June 26, 2017 Board of Education meeting minutes as presented. **PASSED 6-0.**

4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS

5.0 CORRESPONDENCE

6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

- It was **MOVED** (A. Kirkpatrick), **SECONDED** (J. Anderson) to add agenda item 8.1 -- First Warning for the Following Policies:
 - a) **DBS Code 2130 – Administration: Job Descriptions**
 - b) **DBS Code 4112.4 – Personnel: Health Examinations**
 - c) **DBS Code 4113 – Personnel – Certificated: Assignments**
 - d) **DBS Code 4151.3 – Personnel – Certificated: Short-Term Leaves, Bereavement**
 - e) **Admin. Reg. 5125 – Students: Student Records, Confidentiality (does not need BOE approval)**
 - f) **DBS Code 5114 – Students: Suspension and Expulsion/Due Process**
 - g) **DBS Code 5118 – Students: Nonresident Attendance**
 - h) **DBS Code 5123 – Students: Promotion/Acceleration/Retention**
 - i) **DBS Code 6111 – Instruction: School Calendar**

- j) **Admin. Reg. 6163.1 – Instruction: Instructional Resources for Students (does not need BOE approval)**
- k) **DBS Code 3323 – Business/Non-Instructional Operations: Soliciting Prices (Bids and Quotations)**
- l) **DBS Code 3310 – Business: Expenditures/Expending Authority, Purchasing Guides**

PASSED 6-0.

- **It was MOVED (B. Capuano), SECONDED (A. Kirkpatrick) to add agenda item 7.2 – Approval of Leave of Absence for Alex Maciolek. PASSED 6-0.**

It was MOVED (M. Marquardt), SECONDED (B. Capuano) to move agenda item 10.2 – Pension Advisory Committee Report up in the agenda to now. PASSED 6-0.

10.2. Pension Advisory Committee Report

Mr. T. Suffish updated the Board on the Somers Educational Secretarial Association Pension Plan including an economic overview of the market. A summary page and informational packet were distributed to Board members.

7.0 CONSENT AGENDA

7.1. Approval of Bills

It was MOVED (D. Palmer), SECONDED (M. Marquardt) to approve the 7/10/17 bills in the amount of \$232,608.77 as presented. PASSED 6-0.

7.2. Approval of Leave of Absence for Alex Maciolek

It was MOVED (D. Palmer), SECONDED (M. Marquardt) to approve A. Maciolek’s request for leave of absence. PASSED 6-0.

8.0 NEW BUSINESS

8.1. First Warning to the BOE for the Following Policies:

- a) **DBS Code 2130 – Administration: Job Descriptions**
- b) **DBS Code 4112.4 – Personnel: Health Examinations**
- c) **DBS Code 4113 – Personnel – Certificated: Assignments**
- d) **DBS Code 4151.3 – Personnel – Certificated: Short-Term Leaves, Bereavement**
- e) **Admin. Reg. 5125 – Students: Student Records, Confidentiality (does not need BOE approval)**
- f) **DBS Code 5114 – Students: Suspension and Expulsion/Due Process**
- g) **DBS Code 5118 – Students: Nonresident Attendance**
- h) **DBS Code 5123 – Students: Promotion/Acceleration/Retention**
- i) **DBS Code 6111 – Instruction: School Calendar**
- j) **Admin. Reg. 6163.1 – Instruction: Instructional Resources for Students (does not need BOE approval)**
- k) **DBS Code 3323 – Business/Non-Instructional Operations: Soliciting Prices (Bids and Quotations)**
- l) **DBS Code 3310 – Business: Expenditures/Expending Authority, Purchasing Guides**

9.0 OLD BUSINESS

10.0 ADMINISTRATIVE REPORTS

10.1. Somers Public School Facilities Status

Mr. J. MacFeat, Supervisor of Buildings/Grounds, discussed the state of the SPS buildings and grounds:

- New fire alarm systems were placed at SES and SHS.
- The Smart Start Preschool room was painted and will receive an air conditioner.
- New countertops were placed at SES.
- SES obtained a generator for emergency lighting, refrigerators/freezers, and heating system.
- Three new scoreboards were obtained for the athletic fields and will be installed within the next few weeks.
- The SHS oil tank will be monitored and cleaned out during the 2018 April vacation in order to remove sludge from the bottom of the tank. The supply pipe was raised to 20 inches from the bottom of the tank.
- System-wide: additional security cameras were affixed at the schools. Trooper Hevey and administrators will advise where to add more cameras.
- A new van was purchased for the Maintenance Department.
- Boilers at SHS have been attended to but continue to have small leaks when the boilers are running.

10.3. Entry Plan Update

Superintendent Czapla updated the Board on the Entry Plan. He thanked the BOE for welcoming him. From April 12, 2017-June 12, 2017, Superintendent Czapla visited the school district 17 times which he stated was “invaluable.” It was during this time where he met with people, teachers, attended school activities, spring concerts, plays, convened with a group of SHS students, met with town representatives, and began acquiring a sense of the community. He has attended meetings with surrounding superintendents; and, as of July 1, 2017 has toured the school buildings with the principals and J. MacFeat. Since some administrators have been on vacation, he is looking forward to meeting with them on a regular basis. He commended L. Ford for her exceptional knowledge and input. He will be attending a Rotary meeting on Wednesday, July 12, 2017. He is currently drafting an introductory letter to be distributed to parents and is working on a parent survey that will most likely be sent out in the fall surrounding communications and how to better meet communication needs. The BOE will be included every step of the way. An administrator retreat will be held on 8/22/17 in order to come together as a collaborative team. He will continue to make contact with community organizations and surrounding superintendents. He stated he would like to attend as many events as possible. Superintendent Czapla is impressed with the parents, students, teachers, and school system and is eager to work with the BOE.

Chairman Devlin acknowledged the positive responses regarding the superintendent. The BOE will develop a list of contacts in the community for Superintendent Czapla.

11.0 COMMITTEE REPORTS

Minutes will be taken at all subcommittee meetings.

11.1. Budget – No report.

11.2. Curriculum – No report.

11.3. Policy – A. Kirkpatrick reported that the committee met prior to the Board meeting on 7/10/17. The next two meetings are scheduled on 8/14/17 at 6 p.m. and 8/28/17 at 6 p.m.

11.4. Salary & Negotiations – D. Palmer reported that the Nurses’ negotiations are underway. The next meeting is on 7/24/17 from 10-12 p.m. The administrators’ meeting will begin once school has resumed. Superintendent Czapla met Atty. William Cannon who assists with negotiations.

11.5. Planning – D. Palmer reported that the committee met the third week of June. Superintendent Czapla reported that a structural engineer reviewed five concerns from a CREC report. The committee is currently awaiting the report from the structural engineer. Superintendent Czapla has asked that the group from CREC who wrote the original report return in order to answer questions. Because the CREC report is a year old, the instructed price needs to be re-evaluated.

11.6. Other Committees – None.

12.0 OTHER

- **Chairman Devlin requested Superintendent Czapla email him the date of Convocation Day. Board members were encouraged to attend.**
- **J. Anderson questioned strategic planning for the district. Superintendent Czapla stated he would like to have a full year prior to initiating strategic planning in order to obtain a better sense of community, determine operations, etc.**
- **Superintendent Czapla suggested sending an email of introduction to state legislators to develop a working relationship with them. Board members were encouraged to voice their concerns to the legislature. The State budget is still in question.**

13.0 ADJOURNMENT

It was MOVED (M. Marquardt), SECONDED (B. Capuano) to adjourn the BOE meeting at 8:04 p.m. PASSED 6-0.

Respectfully submitted,

**Rick Lees, Jr., Secretary
Shannin Burns, Recording Secretary**

These minutes are not official until approved at a subsequent meeting.