

**BOE Draft Minutes of 10/10/17**  
**Tuesday, October 10, 2017 7:00 PM**  
Board Room, 4 Vision Boulevard, Somers, CT 06071

1. Board Meeting - draft minutes of 10/10/2017

**Regular Board of Education Meeting (DRAFT)**

October 10, 2017 7:00 PM  
Board Room in Central Office

**Attendance Taken at 7:03 PM:**

Present Board Members:

Sarah Bollinger  
Ms. Barbara Capuano  
David Palmer  
Bruce Devlin  
Rick Lees  
Mrs. Anne Kirkpatrick

Absent Board Members:

Mr. Jeremy Anderson  
Marybeth Marquardt  
Mrs. Kate McLellan

Updated Attendance:

Sarah Bollinger was updated to present at: 7:05 PM

**1. CALL TO ORDER**

Discussion:

The regular meeting of the Board of Education was called to order at 7:03 p.m. by Chairman Devlin in the Mabelle B. Avery Middle School Board of Education meeting room.

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MINUTES**

**3.1. Draft Minutes of 9/28/2017**

Rationale:

The Board of Education to approve or amend the Minutes of 9/28/2017.

**Motion Passed:** Draft minutes of 9/28/2017 passed with a motion by Mrs. Anne Kirkpatrick and a second by Ms. Barbara Capuano.

**5 Yeas - 0 Nays.**

Sarah Bollinger	Absent
Ms. Barbara Capuano	Yes
Marybeth Marquardt	Absent
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Mr. Jeremy Anderson	Absent
Mrs. Kate McLellan	Absent
Mrs. Anne Kirkpatrick	Yes

**3.2. Draft Minutes of the 10/2/2017 Special Meeting of Board of Education**

Rationale:

For the Board of Education to approve the minutes of the 10/2/2017 Special Meeting.

**Motion to Amend Passed:** To amend the motion from: "Draft minutes of the 10/2/2017 Special Meeting of the Board of Education" to: "Draft minutes of the 10/2/2017 Special Meeting of the Board of Education to include T. Potrikus in the attendance" passed with a motion by Mrs. Anne Kirkpatrick and a second by Ms. Barbara Capuano.

**5 Yeas - 0 Nays.**

Sarah Bollinger	Absent
Ms. Barbara Capuano	Yes
Marybeth Marquardt	Absent
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Mr. Jeremy Anderson	Absent
Mrs. Kate McLellan	Absent
Mrs. Anne Kirkpatrick	Yes

#### **4. AUDIENCE TO CITIZENS/STAFF/STUDENTS**

Discussion:

J. Martin addressed the BOE regarding school buildings affected by potential layoffs.

#### **5. CORRESPONDENCE**

#### **6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**

#### **7. CONSENT AGENDA**

##### **7.1. Warrant of 10/10/2017**

Rationale:

The Board of Education will review and approve the warrant of 10/10/17.

**Motion Passed:** The BOE reviewed the 10/10/2017 warrant in the amount of \$245,390.64 and passed with a motion by Sarah Bollinger and a second by Ms. Barbara Capuano.

**6 Yeas - 0 Nays.**

Sarah Bollinger	Yes
Ms. Barbara Capuano	Yes
Marybeth Marquardt	Absent
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Mr. Jeremy Anderson	Absent
Mrs. Kate McLellan	Absent
Mrs. Anne Kirkpatrick	Yes

##### **7.2. Retirement of John Dzwonkus, Custodian at Mabelle B. Avery Middle School.**

Rationale:

Mr. John Dzwonkus will be retiring after 26 years as a custodian for the Somers Public Schools on December 29, 2017.

**Motion Passed:** The BOE reviewed the retirement letter of Mr. John Dzwonkus, Custodian at Mabelle B. Avery Middle School for 26 years and, with regret, passed with a motion by Sarah Bollinger and a second by Ms. Barbara Capuano.

**6 Yeas - 0 Nays.**

Sarah Bollinger	Yes
Ms. Barbara Capuano	Yes
Marybeth Marquardt	Absent
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Mr. Jeremy Anderson	Absent
Mrs. Kate McLellan	Absent
Mrs. Anne Kirkpatrick	Yes

**7.3. Resignation of Somers High School Secretary**

**Rationale:**

Mrs. Pam Blauvelt, 10 month Secretary in the Main Office of Somers High School for the last 14 years is resigning as of October 19, 2017.

**Motion Passed:** The BOE reviewed the resignation letter of Mrs. Pam Blauvelt, 10-month Secretary in the Main Office of Somers High School for the last 14 years, and with regret passed with a motion by Sarah Bollinger and a second by Ms. Barbara Capuano.

**6 Yeas - 0 Nays.**

Sarah Bollinger	Yes
Ms. Barbara Capuano	Yes
Marybeth Marquardt	Absent
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Mr. Jeremy Anderson	Absent
Mrs. Kate McLellan	Absent
Mrs. Anne Kirkpatrick	Yes

**8. NEW BUSINESS**

**8.1. 1st Warning - DBS policy 5113 revised**

**Rationale:**

The Policy Committee reviewed the attached policy and is recommending revision - 1st Warning - DBS policy 5113.

**Discussion:**

Chairman Devlin advised the BOE to direct any questions to A. Kirkpatrick or another member of the Policy Committee.

**8.2. 1st Warning - DBS Policy 4112.51 Reference checks**

**Rationale:**

The Policy Committee has reviewed the attached policy and is recommending revision. 1st Warning - DBS Policy 4112.51 Reference checks

**Discussion:**

Chairman Devlin advised the BOE to direct any questions to A. Kirkpatrick or

another member of the Policy Committee.

**8.3. 1st Warning - DBS Policy 5125 Student Records- Confidential.**

Rationale:

The Policy Committee has reviewed the attached revision and is recommending revision. 1st Warning - DBS Policy 5125 Student Records - Confidential.

Discussion:

Chairman Devlin advised the BOE to direct any questions to A. Kirkpatrick or another member of the Policy Committee.

**8.4. 1st Warning - DBS Policy 5113.2 Truancy**

Rationale:

The Policy has reviewed the attached policy and is recommending revision. 1st Warning - DBS Policy 5113.2 Truancy

Discussion:

Chairman Devlin advised the BOE to direct any questions to A. Kirkpatrick or another member of the Policy Committee.

**9. OLD BUSINESS**

**9.1. 2018 Board of Education Meeting Schedule - 2nd Warning**

Rationale:

The Board will review and approve/amend the 2018 Board of Education Meeting Schedule.

**Motion Passed:** The BOE reviewed the 2018 Board of Education Meeting Schedule and passed with a motion by Ms. Barbara Capuano and a second by Mrs. Anne Kirkpatrick.

**6 Yeas - 0 Nays.**

Sarah Bollinger	Yes
Ms. Barbara Capuano	Yes
Marybeth Marquardt	Absent
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Mr. Jeremy Anderson	Absent
Mrs. Kate McLellan	Absent
Mrs. Anne Kirkpatrick	Yes

**10. ADMINISTRATIVE REPORTS**

**10.1. Transportation Update**

Rationale:

Mr. Boutwell will present an update on transportation.

Discussion:

Mr. B. Boutwell, Director of Business Services, updated the BOE on transportation. He distributed the report to the BOE members. SPS continues to work with First Student. This is the first year out of a five-year contract. Currently, there are 15 vehicles (12 large buses and three smaller buses). Fourteen vehicles are used within town while one bus goes to Cheney Tech. Van Pool is used for out of district transportation. CREC coordinates transportation for Choice students. First Student also transports students who

are in the Transition Program at SHS. There have been no issues with transportation at this point. SES and MBA will conduct bus evacuations this week.

### **10.2. Somers High School Senior Exit Survey - Class of 2017**

#### Rationale:

Somers High School Principal, Mr. Gary Cotzin will present the Class of 2017 Senior Exit Survey.

#### Discussion:

Mr. G. Cotzin, SHS Principal, updated the BOE regarding the SHS Senior Exit Survey - Class of 2017. In general, the data presented was positive and was reflective of results from the NEASC report including, but not limited to, positive connections among staff and students, a sense of comradery as well as pillars that are exuded at SHS (responsibility, kindness, etc.) Mr. Cotzin included comparative data from the classes of 2015 and 2016. There was nothing in the report that was a cause for concern, and he stated that there are always areas to improve upon. Superintendent Czapla stated that the Student Advisory Group that he meets with echoed the positive results from the survey. Overall, the students are positive and happy with the educational environment at SHS.

### **10.3. Superintendent's Update**

#### Rationale:

Brian Czapla, our Superintendent, will give the Board of Education an update on issues.

#### Discussion:

Superintendent Czapla reported that nothing has changed regarding the budget since last Friday although legislators had met over the weekend. The superintendent met with all of the affected staff in each of the SPS buildings to discuss the situation. November 1, 2017 is the day in which layoffs may be implemented. The superintendent has begun developing a communications plan for the district. Surveys were distributed to staff, students, parents, and community members. Kindergarten enrollment will be closely monitored. Due to the resignation of a SHS secretary, the superintendent stated he will need to replace her since SHS is already down a secretary. A teacher has been appointed as a part-time Chemical Hygiene Officer. One of the chemistry teachers was sent for training and is working with OSHA . BOE members were reminded of EMeeting training on 12/11/17 at 6 p.m.

## **11. COMMITTEE REPORTS**

#### Discussion:

### **11.1. Budget**

#### Discussion:

No report.

### **11.2. Curriculum**

#### Discussion:

A. Kirkpatrick reported that the next meeting will be held on 10/23/17 at 6:30 p.m.

### **11.3. Policy**

Discussion:

A. Kirkpatrick reported that the next meeting will be held on 10/23/17 at 6 p.m.

**11.4. Salary and Negotiations**

Discussion:

D. Palmer reported that there will be a meeting with Attorney Connon.

**11.5. Planning**

Discussion: `

No report.

**11.6. Other Committees**

Discussion:

None.

**12. OTHER**

Discussion:

B. Capuano commended Superintendent Czapla regarding all he has been doing with the district and how he has reacted to the budget issue. A. Kirkpatrick stated that there has been positive feedback.

**13. ADJOURNMENT**

**Motion Passed:** Adjournment at 7:45 p.m. was passed with a motion by Ms. Barbara Capuano and a second by Sarah Bollinger.

**6 Yeas - 0 Nays.**

Sarah Bollinger	Yes
Ms. Barbara Capuano	Yes
Marybeth Marquardt	Absent
David Palmer	Yes
Bruce Devlin	Yes
Rick Lees	Yes
Mr. Jeremy Anderson	Absent
Mrs. Kate McLellan	Absent
Mrs. Anne Kirkpatrick	Yes

Respectfully Submitted,

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Rick Lees, Board of Education Recording Secretary  
Shannin Burns, Board Secretary