

**Willington Board of Education**  
**October 9, 2018 7:00 p.m.**  
**Town Office Building, Lower Level Meeting Room**

Audio Recording: yes

Notes Taken: yes

**Members Present:**

Herb Arico

Tracey Anderson

Michelle Doucette Cunningham

Ann Grosjean

Elena Testa

**Members Excused:**

Chiara Bambara

Stephanie Summers

Also present: Superintendent of Schools Phil Stevens, Hall Memorial School Principal Ken Craig

**1. Call to Order:** at 7:00pm by M. Doucette Cunningham.

**2. Present to Speak: None**

**3. Communications:**

P. Stevens received positive feedback from parents regarding the handling of the minor bus accident involving the girl's soccer team.

**4. Presentation on SBAC Scores:**

K. Craig, HMS Principal, presented on SBAC scores as one measure of looking at student success. Data for Willington students in the areas of language arts and math was displayed. Willington compares favorably to other towns with similar demographics. The state of Connecticut looks at the data in terms of student growth. K. Craig also presented a series of action steps for both HMS and CES to support student achievement.

**5. Board of Education Chairman's Report**

M. Doucette Cunningham is reviewing state statutes regarding vacancy appointments. She is looking into the possible ways that the BOE might be able to get more than the allotted 30 day period to fill vacancies. This will be a topic for discussion at a future meeting. M. Doucette Cunningham clarified that the BOE does not ever need to approve or vote on video or voice recordings. There are statutes regarding document retention. Meeting agendas should state what an executive session is in regard to.

**6. Superintendent Reports**

P. Stevens received letters of resignation from Darien Duchaineau and Sylvia Stevenson, both of whom worked 27 years at CES. Thanks Darren and Sylvia for their effort and work to keep school safe and clean. One of the positions has already been filled. The other position will be posted in December.

The HMS oil tank update has officially been approved. A contract for the project is in place with Service Station. The tank has been ordered. The current plan is to put the tank in over April vacation, after the heating season.

The new art teacher, Alison Specter, is promoting student work and art through an artist of the month. The students who are selected as the artist of the month are getting certificates of recognition and their work is being displayed.

As of October 1, 431 students were enrolled in the Willington Public Schools. This is consistent with enrollment over the last five years.

The BOE Retreat is scheduled for October 30, 2018 5-8 pm at HMS Media Center.

P. Stevens would like to have the board members visit the schools in small groups for a guided tour. This is an important part of establishing the vision for the schools.

Edutrack has 116 users who have made 56 online payments. P. Stevens is working with the Town Treasurer to track transaction fees.

## **7. Financial Report**

### **A. Transfers:**

Transfers were requested to true-up the salary accounts due to staff turnover. The excess funds were due to prepaid line items.

H. Arico made a motion to approve the transfers as follows:

- \$6,025 from Transportation
- \$7,879 from Systemwide Support
- \$13,803 to CES Elementary School Education (K-4) Staffing
- \$101 to HMS Middle School Education (5-8) Staffing

Motion seconded by E. Testa.

<b>VOTE:</b>	Yes	No	Abstain
Herb Arico	--X--	----	----
Tracey Anderson	--X--	----	----
Michelle Doucette Cunningham	--X--	----	----
Ann Grosjean	--X--	----	----
Elena Testa	--X--	----	----

Motion passes.

**B. 2019-2020 Budget timeline**

P. Stevens asked the members of the BOE for feedback regarding their preferences for budget discussions. J. Jacoby used a workshop format with meetings close together. The BOE discussed the timing on the meetings and the voting process.

**8. Committee Reports**

**A. Policy committee**

The policy committee met again today. They have worked through all except for one policy. The next step is to have a full policy on the entire 6000 series for the BOE to review. There will be one more policy committee meeting before the policy is brought to the full board.

**B. Sub committee: student clubs and extracurricular activities**

The subcommittee for extracurricular activities will be meeting with the recreation department and the youth and social services departments. It makes sense to have a joint approach. The meeting will be treated like a special meeting with a posted agenda. No decisions or votes will be made at the meeting.

**9. New Business**

**A. Approve minutes of September 11, 2018**

E. Testa made a motion to approve the minutes of the September 11, 2018 meeting as written.

Motion seconded by A. Grosjean

<b>VOTE:</b>	Yes	No	Abstain
Herb Arico	--X--	----	----
Tracey Anderson	--X--	----	----
Michelle Doucette Cunningham	--X--	----	----
Ann Grosjean	--X--	----	----
Elena Testa	--X--	----	----

Motion passes.

**B. Approve Agreement for Child Nutrition Programs (ED-099)  
Reimbursement (including National School Lunch Program  
and School Breakfast Program) between CSDE and WPS**

M. Doucette Cunningham made motion to table the agreement for child nutrition programs reimbursement. H. Arico seconded the motion.

<b>VOTE:</b>	Yes	No	Abstain
Herb Arico	--X--	----	----
Tracey Anderson	--X--	----	----

Michelle Doucette Cunningham	---X--	----	----
Ann Grosjean	--X--	----	----
Elena Testa	--X--	----	----

**10. Old Business**

**A. Reading of Series 6000 Policies, Instruction:** There are still a few more edits to be done before reading the policies.

**11. Present to Speak: None**

**12. Board Comments**

Herb Arico: Enjoyed the SBAC presentation. It was very clear. Would like to request a list of all of the members of the board and subcommittees with contact information.

Tracey Anderson: Thanks to Darren and Sylvia for their commitment to the schools. Thanks to the school for the smooth handling of the bus incident.

Michelle Doucette Cunningham: Congratulations to Darren and Sylvia for your retirements. Congratulations to the artists of the months and the art teacher.

Ann Grosjean: Thank you to Darren and Sylvia for their years of service. Enjoy your retirements!

Elena Testa: No comments.

**13. Executive Session:** Executive session was not held.

**14. Adjournment:** The meeting was adjourned at 8:49pm.

Respectfully submitted,  
Bekah Rupert  
Recording Secretary