

The Board of Education

Town of Brooklyn
119 Gorman Road
Brooklyn, CT 06234

Aimee Genna, Chair
Joan Trivella, Vice Chair
Keith Atchison, Secretary

Mae Lyons
Nathan Richards
Melissa Perkins-Banas

October 24, 2018

The Brooklyn Board of Education held its regular monthly meeting on October 24, 2018 in the Central Office Community Room. In attendance were: Mrs. Genna, Mrs. Trivella, Mrs. Lyons, Mr. Atchison, Mr. Richards, and Mrs. Perkins-Banas. Mrs. Buell, Superintendent, and Mr. Otto, Board of Finance were also in attendance. Members of the teaching staff and public were in the audience.

1. Attendance, Establishment of a Quorum, Call to Order

Mrs. Genna called the meeting to order at 7:08 pm

- a. Introduction of new Board Member Melissa Perkins-Banas

Mrs. Genna welcomed Mrs. Melissa Perkins-Banas to the Board of Education.

2. Pledge of Allegiance, Lead by Girl Scouts

3. Public Comment

None

Motion to add Agenda Item 5a - Presentation from Girl Scout group 2
(Richards / Lyons)

Unanimous vote to approve

Motion to add Agenda Item 6b ii - Presentation of STAR Data
(Trivella / Richards)

Unanimous vote to approve

Motion to add Agenda Item 6c iii - Retirement Letter from Mrs. Linda Congdon-Marr
(Trivella / Richards)

Unanimous vote to approve

4. Approval of Minutes

- a. Board of Education Regular meeting September 26, 2018

Motion to approve the Regular Meeting Minutes of September 26, 2018
(Trivella / Lyons)
Unanimous vote to approve

5. Presentation from Brooklyn Girl Scouts by Molly Landis, Kate Landis, Alyssa Newson, Emma Russell, and Maya Orbegozo.

Girl scout representatives from Troop 65416 suggested installing a gaga pit outside at the elementary school. The girls explained the origin of the game and the schematics associated with pit. Gaga is a ball game played inside a circular enclosure. It promotes fair play and sportsmanship. The girl scouts plan to buy a gaga pit kit and build it themselves.

Motion to approve the installation of a gaga ball pit on the playground of the elementary school pending approval of the building administrators and the facilities director.
(Trivella / Richards)
Unanimous vote to approve

- a. Presentation from Girl Scout group 2 - Installation of 2 Buddy Benches

Representatives from Troop 65416, Stella Atchinson, Ella Anderson, Isabelle Sumner and Avery Juhola presented their idea of building and installing two buddy benches, one at the elementary school and one at the middle school. Each bench would be placed outside where students go to recess. The purpose of the buddy benches is to provide a place for a student to sit and wait to be asked to play if they are feeling alone or left out. The idea of the buddy bench goes hand in hand with the "Start with Hello" initiative which began as a Sandy Hook project. This movement makes students feel safe and included by someone simply saying "hello" to another. The girl scouts will fundraise to raise money to purchase the necessary materials to build the benches.

6. Correspondence and Communication

- a. CABE Deputy Director and General Council Ms. Patrice McCarthy

Mrs. Patrice McCarthy presented the Board of Education members with a Certificate of Membership. She reiterated the importance of Boards of Education reaching out to CABE with any questions or concerns in their day to day decision making. She also spoke to the members about various topics concerning Boards of Education including civility, leadership, legislative priorities, reporting disruptive classroom behavior and fingerprinting.

- b. Review of Educational Technology Plan shared by members of the Technology Committee: Natalie Geeza and Diane Wimmer

Ms. Natalie Geeza and Mrs. Diane Wimmer presented the Technology Plan to the Board of Education members. They gave an overview of the current hardware, software and infrastructure as well plans to update the network in the near future. There are currently 9 chromebook carts at the middle school and discussions have begun about a 1:1 policy at the middle school in the future. Teachers have started using the Discovery Education Tech books in science and social studies and they have proven to be very successful for both teachers and students.

- i. Presentation of STAR Data

Mrs. Buell reviewed the STAR assessment baseline data for elementary and middle school students. STAR assessments are given three times per year in math and reading. Instruction can be customized based on the student performance results. Data teams are consistently collecting and analyzing the scores and using it tailor classroom lessons depending on need. She explained the Tier I, Tier II, and Tier III interventions.

- c. Letters of Retirement: Intent to retire

- i. Suzanne Dillon, PK and K teacher in Brooklyn plans to retire the last day of school after 27 Years in Brooklyn. She is excited to retire to Arizona with her husband, near her daughters.

The Board of Education members accepted Mrs. Dillion's letter of retirement and wished her the best in her retirement.

- ii. Tess Goulet, K Teacher, is excited to retire after 30 years serving the children of Brooklyn.

The Board of Education members accepted Mrs. Goulet's letter of retirement and wished her the best in her retirement.

- iii. Linda Congdon-Marr, letter of retirement

The Board of Education members accepted Mrs. Congdon-Marr's letter of retirement and wished her the best in her retirement.

- d. Thank you notes

Mrs. Buell reviewed the thank you notes she sent to staff, students, and community members for their contributions.

- e. Letter from Head of School, Mr. Christopher Sanford on behalf of the Board of Trustees regarding the updates made to its by-laws.

Mrs. Trivella reviewed updates recently made to Woodstock Academy's by-laws. She also stated that she received a letter from Mr. Sanford informing that he is working with Brooklyn Middle School to expose the students to the various activities offered at Woodstock Academy.

7. Brooklyn's Best

Mrs. Buell highlighted some recent accomplishments and activities of staff and students at the elementary and middle school.

8. Administrative Reports:

- a. Current budget balance

Mrs. Buell stated that she has been unable to analyze the current budget balance closely in that there is a staff shortage with no replacement in the central office. She will get back to the members with answers to any questions they have.

- b. High School Tuition Report

Mrs. Buell was unable to generate this report.

- c. Enrollment Report

Enrollment is up slightly, but remains consistent.

- d. Update on ECHIP Lite

Mrs. Buell met with representatives from EastConn. She is in the process of getting quotes from various insurance companies.

9. Board of Education Committee Reports

Negotiations are continuing.

Nothing to report from the Budget Committee

Policies are in the process of being reviewed.

10. Board Representatives to other Committees

Board of Finance has not met.

Mrs. Trivella attended EastConn's Head Start Program Presentation. They are in the process of updating their policies, procedures, job descriptions, etc.

Mrs. Trivella encouraged all the Board of Education members to take advantage of the workshops and trainings made available by CAFE.

11. Old Business

- a. Status of projects: Generator work has been rescheduled from 11/5-11/6.

The generator project is ongoing. The power at the elementary school will be shut off at the end of the school day on November 5th and remain off on November 6th while the work is being completed.

12. New Business

- a. Approval of Policy changes:

- i. 5141.4 Reporting of Child Abuse
- ii. 411.3 Minority Recruitment
- iii. 4111 Recruitment and Selection
- iv. 5141 Student Health Services
- v. 5141.3 Health Assessments and Immunizations
- vi. 3520.13 Data-Based Information and Management Systems
- vii. 3231 Medical Reimbursement for Special Education
- viii. 5113 Attendance/Excuses/Dismissal
- ix. 5113.2 Truancy

Pull the following policies for discussion:

5141.4

5141

5141.3

3520.13

3231

5113

Motion to approve the following policies:

4111.3

4111

5113.2

(Trivella / Atchinson)

Unanimous vote to approve

Amend the following policies as noted:

5141.4 c *remove optional paragraph*
 5141 b *remove “grades 9 and 10” language*
 c *remove optional paragraph*
 e *remove alternate language*
 g *remove “grades 9 and 10” language*
 5141.3 b *remove optional language; remove “grade 10 or 11” language*
 3520.13 e *remove note; add pre-k*
 3231 a *add optional language; remove notes*
 5113 *no change*

Motion to approve the above referenced policies as amended
 (Trivella / Lyons)
 Unanimous vote to approve

b. First Read of Policies

Policies were handed out for a first read.

c. Estimates for Air Conditioning

The approximate cost for air-conditioning is \$1.3 million per school for a total of \$2.6 million for both the elementary and the middle school.

d. Discussion of Food Services Contract

There is currently no food services director in that she resigned her position. Mrs. Buell has been looking into how to proceed with managing the cafeteria. She spoke with EastConn, and has met with the cafeteria employees to explain the changes in the food services program if the district used EastConn’s food services. Discussion ensued regarding various options for food services.

13. Other

Mrs. Genna stated that there are sample ballots available at the town hall.

14. Public Comment

None

15. Executive Session

- a. Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual may require that discussion be held at an open meeting.

Motion to go into executive session A at 10:28 pm

(Trivella / Richards)

Unanimous vote to approve

Out of executive session at 10:38 pm

Motion to uphold the decision of the Superintendent

(Trivella / Perkins-Banas)

Unanimous vote to approve

- b. Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual may require that discussion be held at an open meeting.

Motion to go into executive session B at 10:38 pm

(Trivella / Lyons)

Unanimous vote to approve

Out of executive session at 10:50

No vote taken. The Board of Education members directed the Superintendent to follow up with the employee.

16. Adjournment

Motion to adjourn at 10:52 pm

(Lyons / Perkins-Banas)

Unanimous vote to approve

Respectfully Submitted

Joann M. Engel
Recording Secretary

Keith Atchinson

Board of Education Secretary