

June 22, 2016

The Brooklyn Board of Education held its regular monthly meeting on June 22, 2016 in the middle school library. In attendance were: Mrs. Genna, Mrs. Lyons, Mr. Atchinson, Mrs. Coddling, and Mrs. Trivella. Also present were Dr. Berry, Superintendent, and Mr. Otto, Board of Finance. Members of the teaching staff and public were in the audience.

Absent: Mr. Anderson (excused)

Mrs. Lyons arrived at 7:15

1. Call to Order

Mrs. Genna called the meeting to order at 7:07 pm.

2. Comments by:

- a. BEA - none
- b. Local 1303 - none
- c. PTO – none
- d. PAC – (Parent Advisor Committee) none
- e. Public – none

3. Minutes of

- May 25, 2016 Board Minutes

Amend page 2 – correct to Sandford

Under Transportation Contract amend to read that it is an annual savings that is incurred

Amend page 5 – accept retirement with great appreciation

Amend page 10 – Mr. Anderson will check references

Motion to approve the meeting minutes as amended

(Coddling / Trivella)

Unanimous vote to approve

- May 25, 2016 Special Meeting Minutes

Motion to accept the minutes as presented

(Coddling / Atchinson)

Unanimous vote to approve

- June 2, 2016 Special Meeting Minutes

Motion to approve the minutes as presented

(Coddington / Trivella)  
Unanimous vote to approve

- June 15, 2016 Special Meeting Minutes

Motion to approve the minutes as presented  
(Coddington / Anderson)  
Unanimous vote to approve

4. Administrative Reports:

a. Elementary School Principal

Report on the end of the year activities was enclosed

Mrs. Genna thanked Mrs. Nault for her service as the interim elementary principal.

b. Middle School Principal

Statement from Mr. Yanku was enclosed.

Report was enclosed in the Board of Education members' packets.

Mrs. Genna stated that graduation was a great success.

c. Assistant Principal

- Sports Report

Report was enclosed in the Board of Education members' packets.

- ERR Report

Report was enclosed in the Board of Education members' packets.

d. Special Education Director:

- Special Education Enrollment Report

Report was enclosed in the Board of Education members' packets.

e. Finance Director

- Rose Wing Roof

Mrs. Holmes stated that the state has approved the project. She anticipates that the project will be complete before the start of school.

Mrs. Genna corrected the agenda – the Town Meeting is scheduled for Thursday, June 23, 2016, not Wednesday, June 23, 2016.

Mrs. Holmes stated that \$71,664.00 needs to be cut from the budget. She presented a short list of proposed cuts for the Board's consideration. Some possible areas are custodial supplies and a part time custodial staff member.

Further discussion ensued as to where it would be appropriate to make cuts to the budget. It will be discussed further at the town meeting tomorrow in the middle school auditorium at 7:00 pm.

f. Superintendent

- Payment of Bills

The New England Center for Children monthly access fee is for an autism curriculum encyclopedia for three students in the autism program. The cost is \$100.00 per student per month.

Motion to approve the bills as presented  
(Trivella / Coddling)  
Unanimous vote to approve

- Enrollment Report

The report was enclosed in the Board of Education members' packets.

Discussion ensued concerning the number of students currently enrolled in each grade for the 2016-2017 school year, and the number of teachers needed at each level.

- Teacher Retirements

Dr. Berry stated she has given Mrs. Genna all the information she has concerning retirements at the present time.

- Facilities Calendar

Enclosed in the Board of Education members' packets.

## 5. Public Comments

Mr. Kerouac suggested that when looking at areas to cut from the budget, the members should be looking at percentages rather than figures.

## 6. Committee Reports:

### a. Budget

Discussed earlier in the meeting

### b. Curriculum

Nothing to discuss at this time.

### c. Policy

Mrs. Trivella stated that the policies not voted on needed to be reviewed by administrators and other school personnel. Mrs. Malstrom will distribute them to the appropriate staff for their review.

### d. Communications

Mr. Atchinson stated that the new group email for general email communications goes to the board of education members.

He informed that members of the public could log on to [brooklynct.org/subscribe](http://brooklynct.org/subscribe), which allows access to agendas, minutes and other town information.

He also stated that he would like weekly update reports from Dr. Berry.

### e. Capital / Facilities

Nothing to discuss at this time in that the budget has not yet passed.

### f. EASTCONN

Mrs. Trivella stated that there was no meeting in June.

g. High School Relations – WA

Woodstock Academy's graduation was a success.

Mrs. Coddington stated that there would be a retreat in September for all Board of Education members in all sending towns. All members will be invited to help improve relations.

She also informed that there would be a joint staff development day. An email will be sent to Dr. Berry and Mr. Yanku inviting all 7<sup>th</sup> and 8<sup>th</sup> grade teachers to meet with teachers from other sending towns. It will be held on Election Day and Brooklyn teachers have been requested to attend.

The Board of Trustees voted to accept a new safety policy which includes the addition of armed security on campus.

h. High School Relations – KHS

Mr. Atchinson stated that he has spoken to the new principal.

i. Recreation Committee

Mrs. Lyons stated that she did not attend the meeting.

j. Transportation

Mrs. Trivella informed that transportation plans are in place. They are working on route optimizations, and are utilizing some of the current drivers.

k. Board of Selectmen Liaison

Nothing at this time

l. Board of Finance Liaison

There is a budget vote tomorrow in the middle school auditorium at 7:00 pm.

Mr. Otto stated that the theory that the 2016-2017 budget cannot go below the 2015-2016 budget, it not true. At present, the Board of Finance is not asking the Board of Education to go below last years' budget.

Representatives from PTO, BEA, BOF, and other committees that have issues to bring to the Board will be asked to present these issues to the Board of Education or appropriate committee as necessary.

PTO – none

BEA – none

BOF – none

#### 7. New Business

- Letter from Kevin Filchak, BEMHS, Director

The meetings will be held in executive session due to the sensitive nature of the discussions.

#### 8. Old Business

Mrs. Genna stated that the Board of Education met yesterday and voted to offer the elementary principal vacancy to a candidate. Dr. Berry has been asked to make the offer, however, the offer has not been made to the candidate yet in that graduation was right after the meeting and the following day was the last day of school.

Mrs. Genna thanked the search committee for their efforts. She stated that it is time for the schools, staff, and administration to put aside their differences and put the needs and interests of the students first.

#### 9. Public Comments

In an effort to ensure safety in school, Mrs. Atchinson suggested having public voting moved to another location, or not have school on those days.

Mr. Kerouac stated that the senior center could accommodate the public on voting days.

Mrs. Wimmer stated changes in polling places must be done through the Secretary of State.

The PAC (Parent Advisory Committee) handed out their first newsletter. There is one open position and the vacancy will be filled using a lottery system. They will be handing out information packets to any new student in any grade. Their email address is [brooklynelementary@pac.com](mailto:brooklynelementary@pac.com). She will speak to Mr. Kelleher about getting the newsletters posted on the school website.

An audience member asked for clarification on the status of the elementary principal search.

Mrs. Genna stated that the Board of Education members have chosen a candidate, but the position has not yet been offered to said candidate. Dr. Berry will present the offer.

Mr. Atchinson stated that the votes were as follows:

3 votes for Michaud  
2 votes for Nault  
1 abstention

#### 10. Adjournment

Motion to adjourn at 8:59 pm  
(Coddling / Atchinson)  
Unanimous vote to approve

Respectfully submitted

Joann M. Engel  
Recording Secretary