The Board of Education

Town of Brooklyn

116 Gorman Road

Brooklyn, CT 06234

Aimee Genna, Chair Eric Anderson

Kelly Codding, Vice Chair Mae Lyons

Keith Atchinson, Secretary Joan Trivella

Draft

Minutes

December 20, 2016

The Brooklyn Board of Education held its regular monthly meeting on December 20, 2016 in the middle school library.

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

Mrs. Genna called the meeting to order at 7:01pm.

In attendance were: Mrs. Genna, Mr. Atchinson, Mrs. Lyons, Mr. Anderson (7:03), Mrs. Codding (7:08) and Mrs. Trivella, Dr. Conway, Superintendent, and Mrs. Holmes, Business Manager. Mr. Otto, Board of Finance was also in attendance.

Motion: Mrs. Trivella moved that the Board move Agenda Item 11b immediately after Agenda Item 4.

Second: Mr. Atchinson

Vote: Unanimous

Motion: Mrs. Trivella moved to add Agenda Item 12d Use of Facilities by an Individual to the agenda

Second: Mrs. Lyons

Vote: Unanimous

1. Public Comments

None

1. Approval of Minutes – Regular Meeting November 15, 2016

Motion: Mrs. Trivella moved to approve the minutes of November 15, 2016

Second: Mrs. Lyons

Vote: Unanimous

1. Correspondence and Communications

None

\*11b. Roger LaFleur and Tim Mulcahy from PM Resources were in attendance. Discussion ensued regarding replacing the elementary school roof and repairing the middle school roof. Discussion also included materials being used, cost, time frame and the process for approval of the education speculations. Mr. LaFleur expressed concern about timing to complete the project for summer and the need to start the process soon.

Mr. LaFleur handed out a form showing pros/cons to replace or repair the middle school roof – discussion ensued.

Motion: Mr. Anderson moved to accept the educational specifications for a new metal standing seam roof at Brooklyn Elementary School.

Second: Mrs. Codding

Unanimous vote to approve

Motion: Mr. Anderson moved to allow Mr. LaFleur to go out to bid for an RFQ/ RFP for architect services for the replacement of the elementary school roof and the middle school roof.

Second: Mr. Atchinson

Vote: Unanimous

The Board came to the consensus about exploring roof replacements for both schools.

1. Set aside Policy 9311

Motion: Mrs. Trivella moved to set aside Policy # 9311

Second: Mrs. Lyons

Vote: Unanimous

1. Consent Agenda Items – Policies
   1. 4000 Concepts & Roles in Personnel – replace with CABE; adopt
   2. 4111/4211 Recruitment and Selection – replace with CABE as revised
   3. 4111.1/4211.1 Equal Employment Opportunity – replace with CABE; adopt
   4. 4112 Appointment – replace with CABE as revised
   5. 4112.1/4212.1 Provisions of Negotiated Agreements/Contracts – use CABE, adopt
   6. 4112.5/4212.5 Security Check/Fingerprinting – use CABE as revised
   7. 4112.6/4212.6 Personnel Records – add last 2 paragraphs from CABE
   8. 4113.4 Job-Sharing – adopt
   9. AR4113.4 Job-Sharing – adopt
   10. 4115 & 4115.1 Evaluation/Evaluation Policy – replace both with CABE
   11. 4115 Evaluation and Support Program as revised
   12. 4115.31 Athletic Coaches – replace with CABE 4115.3 Evaluation, adopt
   13. 4117.4 Non-renewal/Suspension – replace with CABE
   14. 4118.11/4218.11 Nondiscrimination – replace with CABE; adopt
   15. 4118.13/4218.13 Conflict of Interest- adopt
   16. 4118.21 Academic Freedom- replace with CABE
   17. 4118.23/4218.23   Conduct and Dress – replace with CABE
   18. 4118.231/4218.231 Smoking, Drinking, and Use of Drugs on School Premises – replace with CABE
   19. 4118.24/4218.24   Staff/Student Relations – replace with CABE 4118.24/4218.24

                                  Staff/Student Non-Fraternization

      t.     4118.3/4218.3 Duties of Personnel – replace with CABE; adopt

      u.    4121 Substitute Teachers – replace with CABE; adopt

      v.    4131 Staff Development – replace with CABE

                     w.  4132.1 Copyrights and Patents – replace with CABE; adopt

                     x.   4152.6/4252.6 Family and Medical Leave – replace with CABE as revised

                     y.   AR 4152.6/4252.6 Family and Medical Leave – replace with CABE as revised

                     z.   4215 Supervision and Evaluation – replace with CABE

     aa. 4112.2 Certification (rescind)

    bb. 4112.4/4212.4 Health Examination (rescind)

    cc. 4113.1 Load/Scheduling/Hours of Employment (rescind)

    dd. 4113.2 Work Year (rescind)

    ee, 4117.2 Resignation (rescind)

    ff. 4117.3 Personnel Reduction (rescind)

    gg. 4117.41 Suspension (rescind)

    hh. 4118 Rights, Responsibilities and Duties (rescind)

    ii. 4131.1 Exchange Teaching (rescind)

    jj. 4131.3 In-Service Staff Development (rescind)

    kk. 4131.3 Continuing Education Units (rescind)

    ll. 4131.5 Continuing Education Units (Staff Technology Competencies) (rescind)

   mm. 4133 Travel: Reimbursement (rescind)

    nn. 4135.1 Agreement (rescind)

   oo. 4135.11 Recognition (rescind)

   pp. 4135.12 Personnel Covered (rescind)

   qq. 4135.13 Board Rights (rescind)

   rr. 4135.16 Work Stoppages (rescind)

   ss. 4135.3 Negotiations/Consultation (rescind)

   tt. 4135.4 Staff Complaints and Grievances (rescind)

   uu. 4136 Meetings/Workshops (rescind)

   vv. 4140 Compensation and Related Benefits (rescind)

   ww. 4141 Salary Guides (rescind)

   xx. 4142 Salary checks and Deductions (rescind)

   yy. 4143 Extra Pay for Extra Work (rescind)

   zz. 4144 Insurance/Health & Welfare Benefits (rescind)

aaa. 4145 Retirement Compensation (rescind)

bbb. 4146 Employee Amenities (rescind)

ccc. 4146.2/4246.2 Gifts/Awards from Board of Education (rescind)

ddd. 4148.1/4248.1 Employees with HIV, ARC and AIDS (rescind)

eee. 4151.1 Personal Illness/Injury Leave (rescind)

fff. 4151.11 Industrial Accident/Illness Leave (rescind)

ggg. 4151.4 Professional Purposes Leave (rescind)

hhh. 4151.5/4251.5 Legal and Civic Duties Leave (rescind)

iii. 4151.7 Emergency/Personal Leave (rescind)

jjj. 4151.9/4251.9 Military Leave (Short Term) (rescind)

kkk. 4152.1 Sabbatical Leave (rescind)

lll. 4211.1 Vacancies (rescind)

mmm. 4212.4 Health Examinations (rescind)

nnn. 4213.1 Load/Scheduling/Hours of Employment (rescind)

ooo. 4216 Continuing Contract/Probationary Status (rescind)

ppp. 4216.1 Seniority (rescind)

qqq. 4217 Disciplinary Action (rescind)

rrr. 4217.3 Layoff/Recall (rescind)

sss. 4231 Growth in Job Skills (rescind)

ttt. 4233 Travel: Reimbursement (rescind)

uuu. 4234.1 Agreement (rescind)

vvv. 4234.11 Recognition (rescind)

www. 4234.12 Personnel Covered (rescind)

xxx. 4234.13 Board Rights (rescind)

yyy. 4234.14 Association Rights (rescind)

zzz. 4234.15 Savings Clause (rescind)

aaaa. 4234.16 Work Stoppages (rescind)

bbbb. 4234.3 Negotiations/Consultation (rescind)

cccc. 4234.4 Grievance/Complaints (rescind)

dddd. 4241 Salary Guides (rescind)

eeee. 4242 Salary Checks and Deductions (rescind)

ffff. 4243 Overtime Pay (rescind)

gggg. 4244 Insurance/health & Welfare Benefits (rescind)

hhhh. 4246.3 Employee Amenities (rescind)

iiii. 4250 Leaves and Vacations (rescind)

jjjj. 4251.1 Personal Illness & Injury Leave (rescind)

kkkk. 4251.11 Industrial Accident/Illness Leave (rescind)

llll. 4251.3 Bereavement Leave (rescind)

mmmm  4251.7 Emergency/Personal Leave (rescind)

nnnn. 4251.8 Association Leave (rescind)

oooo. 4251.9 Military Leave (Short-Term) (rescind)

pppp. 4252.4 Military Leave (Long-Term) (rescind

Mrs. Genna removed the following items:

c) 4111.1/4211.1 Equal Opportunity Employment – replace with CABE; adopt

k) 4115 Evaluate and Support Program as revised

n) 4118.11/4218.11 Nondiscrimination – replace with CABE; adopt

v) 4131 Staff Development – replace with CABE

x) 4152.6/4252.6 Family and Medical Leave – replace with CABE as revised

y) AR 4152.6/4252.6 Family and Medical Leave – replace with CABE as revised

Motion: Mrs. Lyons moved to approve the listed policies above as presented except items c, k, n, v, x and y.

Second: Mr. Atchinson

Vote: Unanimous

Motion: Mr. Anderson moved to change the word “sexual” to “gender” in item c Policy # 4111.1 and to approve items c, k, n, v, x and y.

Second: Mrs. Trivella

Vote: Unanimous

1. Administrative Reports

Mrs. Holmes discussed adjustment to grants for salaries as well as adjustment to administration salaries for the superintendent’s salary.

1. Public Comments

None

1. Board of Education Committee Reports

Mrs. Trivella handed out Design Principles for a New School Funding Formula in Connecticut. Mrs. Trivella gave an update regarding a webinar discussing CABE getting together with the Big 6 to create a new formula for K-12 funding.

10. Board Representatives to Other Committees

Mr. Atchinson stated he received an email from Killingly High School requesting to give a presentation from their agricultural department. Mrs. Genna suggested our Jan. 25th meeting.

Mr. Atchinson stated he received an email from Killingly High School regarding Brooklyn students attending Killingly High School that made Honor Roll.

1. Old Business

a)Superintendent Search

Dr. Conway stated that the focus groups and online survey are completed and the data has been sent to Dr. Osga, the data and a candidate profile are expected to be complete in early January. The application deadline is set for Feb. 22nd; interviews will be conducted in March.

b)Roof Project

Moved directly after item #4 on agenda

c)New policies 2nd reading

3541 Transportation

AR3541 Transportation

4118.14/4218.14 Nondiscrimination on the Basis of Disabilities

AR4118.14/4218.14 Nondiscrimination on the Basis of Disabilities

4212 Appointment

Motion: Mrs. Trivella moved to approve the policies and regulations

Second: Mr. Anderson

Vote: Unanimous

d)BOE Goals

Board members discussed providing opportunities for Brooklyn students to reach their greatest educational, social, emotional and physical potential.

1. New Business

a)Lighthouse District Training

A discussion ensued regarding the Lighthouse District Training – Strengthening School Boards and Improving Student Achievement

Motion: Mrs. Trivella moved to approve the Board’s participation in the Lighthouse District Training Program

Second: Mrs. Codding

Vote: Unanimous

b)Update from Woodstock Academy sending schools Superintendent’s meeting

Dr. Conway shared the latest information about student tuition and possible plans for change in the tuition formula

c)Discussion of Board Recorder Position

Discussion ensued regarding current payment of $45/hr for this position. Dr. Conway suggested that the information presented be reviewed by board members and a request be made to add it to next month’s agenda if needed.

d) Use of Facilities by an individual

Discussion ensued whether or not to allow individuals to use school facilities. Dr. Conway mentioned they would need approval from the BOE and provide proof of insurance through homeowner’s or TULIP.

Motion: Mrs. Codding moved to approve the request of an individual to use school facilities with a certificate of insurance.

Second: Mr. Atchinson

Vote: Unanimous

1. Other

A request was made by a board member to experience school lunch before a new food service option is considered.

1. Public Comments

Mrs. Wimmer discussed payment for the board recorder position. She suggested they are paid too little.

Mr. Kerouack discussed the use of school facilities by an individual. He suggested it would be nice to have a separate facility other than school, municipal buildings and fairgrounds for individual(s) use. He expressed concern regarding maximum capacity with renting out the auditorium.

1. Adjournment

Motion: Mr. Atchinson moved to adjourn at 9:39pm.

Second: Mrs. Codding

Vote: Unanimous

Respectfully Submitted

Melissa Costa