The Board of Education

Town of Brooklyn

119 Gorman Road

Brooklyn, CT 06234

Aimee Genna, Chair Eric Anderson

Kelly Codding, Vice Chair Mae Lyons

Keith Atchinson, Secretary Joan Trivella

February 22, 2017

The Brooklyn Board of Education held its regular monthly meeting on February 22, 2017 in the middle school library. In attendance were: Mrs. Genna, Mrs. Codding, Mr. Atchinson, Mrs. Lyons, Mrs. Trivella, and Dr. Conway, Superintendent. Mr. Otto, Board of Finance and Mrs. Holmes, Business Manager, were also in attendance. Members of the teaching staff and public were in the audience.

Absent: Mr. Anderson

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

Mrs. Genna called the meeting to order at 7:05 pm.

1. Public Comments

Mr. Kerouac asked for clarification on a meeting that took place on January 25, 2015. He stated he received a cancellation notice or the meeting, then noticed minutes for the meeting had been posted.

Mr. Atchinson clarified that the meeting scheduled for 5:00 pm was cancelled, but not the regular Board of Education meeting scheduled for 7:00 pm.

Mrs. Wimmer commented that Budget Workshop meetings are required to be posted, however, the last two have not been.

1. Approval of Minutes –January 25, 2017

Correction - page 5 - Dr. Conway did not attend the CABE retreat with Mrs. Trivella.

Motion to approve the Board of Education meeting minutes of January 25, 2017

(Trivella / Lyons)

Unanimous vote to approve

1. Correspondence and Communications
   * 1. Killingly High School Agricultural Science Presentation

Mr. Ken Couture, Department Coordinator of the Killingly Agricultural Education Center at Killingly High School gave a presentation on the agricultural education program at Killingly High School. He gave an overview of the program. A current student, Nick Perreault, spoke to his personal experiences and successes in the program.

5. Set aside Policy 9311

Motion to set aside Board Bylaw 9311

(Codding / Trivella)

Unanimous vote to approve

6. Consent Agenda Items – Policies

* 1. 0200 – Goals/Objectives - adopt
  2. 1212 – School Volunteers – replace with CABE
  3. AR1212 – School Volunteers – replace with CABE
  4. 1220 - Citizens Advisory Committees - adopt
  5. 2210 – Administrative Leeway in Absence of Board Policy - adopt
  6. 2220 – Representative and Deliberative Groups - adopt
  7. 3326 – Paying for Goods and Services – replace with CABE as
  8. 3453 – School Activity Funds - adopt
  9. 3517 – Security of Buildings and Grounds – replace with CABE as

revised

* 1. AR3517 – Security of Buildings and Grounds – replace with CABE

as revised

* 1. 3541.311 – (renumber from 3541.3) School Transportation –

Requests for Bus Change - adopt

* 1. 3541.313 – School Bus Video Cameras - revise
  2. 3541.5 – Safety Complaints/records and Reports – rescind –

covered in 3541.1

* 1. 3542 – Food Service – School Lunch Service – replace with CABE

as revised

* 1. 3542.34 – Nutrition Program – replace with CABE
  2. AR3542.34 – Nutrition Program - rescind
  3. 5141 – Student Health Services – replace with CABE as revised
  4. 5141.1 – Emergency Medical Care – rescind (1986 regulation and

standing orders)

* 1. 5141.21 – Administering Medications – replace with CABE as

as revised

* 1. AR5141.21 – Administering Medications – replace with CABE as

as revised

u. 5141.25 – Students with Special Health Care needs – replace with

CABE as revised

v. AR5141.25 – Students with Special Dietary Needs (Food Allergy Management) – rescind – part of CABE policy, Standing Order, Wellness Policy

w. AR5141.27 – First Aid/Emergency Medical Care – rescind out dated and no policy

x. 5141.3 – Health Assessments and Immunizations – replace with CABE as revised – Adopted October 22, 2008

y. AR5141.3 – Health Assessments and Immunizations – replace with CABE as revised – Adopted October 22, 2008

z. 5141.31 – Student Health/Communicable Diseases - rescind

Page 1 covered in 5141.3, Pages 2 & 3 covered in standing orders – public policy on these topics has changed, also covered in 5141.22

Remove the following items:

h. 3453 – School Activity Funds - adopt

k. 3541.311 – (renumber from 3541.3) School Transportation –

Requests for Bus Change - adopt

n. 3542 – Food Service – School Lunch Service – replace with CABE

as revised

q. 5141 – Student Health Services – replace with CABE as revised

s. 5141.21 – Administering Medications – replace with CABE as

as revised

t. AR5141.21 – Administering Medications – replace with CABE as

as revised

x. 5141.3 – Health Assessments and Immunizations – replace with CABE as revised – Adopted October 22, 2008

y. AR5141.3 – Health Assessments and Immunizations – replace with CABE as revised – Adopted October 22, 2008

Motion to approve all other items on the Consent Agenda

(Trivella / Codding)

Unanimous vote to approve

Amend the following policies as noted below:

h. 3453 - change language to read *Brooklyn Public Schools*

k. 3541.311 - change language to *his / her* regarding school principal

change language to *parent / guardian* throughout

n. 3542 - remove words “for school” once from the first line of paragraph 3

q. 5141 - change language to include *preschool* on first page

s. 5141.21 - change language to *and / or* on last page

t. AR5141.21 - change language to *parent / guardian consent*

x. 5141.3 - no change

y. AR5141.3 - add preschool to page 1

Motion to approve the above listed policies as amended

(Lyons / Codding)

Unanimous vote to approve

7. Administrative Reports

Mrs. Holmes gave an explanation and overview of the current status of budget line items.

Dr. Conway stated that the excess cost reimbursement will be forthcoming for the special education tuition line items.

8. Public Comments

None

9. Board of Education Committee Reports

The Woodstock Academy is currently working on their budget.

EastConn has not met recently.

March 8, 2017 is the day all Board of Education members are welcomed to the State Capitol to discuss issues concerning schools.

The Recreation Department is working on their budget.

10. Board Representatives to Other Committees

Mr. Atchinson did not attend the meeting at Killingly High School.

11. Old Business

11a) New policies 2nd reading

3511 Compliance with 504 Regulations

Dr. Conway recommended using the good practice policies from CABE.

3516.12 Asbestos Control

Dr. Conway recommended using the good practice policies from CABE.

3542.43 Charging Policy

Dr. Conway worked with Mrs. Marquis and Mrs. Taft concerning the charging policy in the cafeteria. If a student’s account is in the negative, the student would receive cereal and a cheese stick for lunch until the outstanding balance is paid.

Motion to approve policies 3516.12 Asbestos Control and 3542.43 Charging Policy

(Codding / Lyons)

Unanimous vote to approve

12. New Business

1. Approval of 2017/18 School district calendar

Dr. Conway presented the EastConn Regional School Calendar. She informed that there is no day off in honor of Veteran’s day. She recommended that the Veteran’s Day paid holiday for staff be on another day when students are not in session.

Motion to accept the calendar as presented with November 22, 2017 and the last day of school as a half days, and January 16, 2018 as a professional development day.

(Codding / Lyons)

Unanimous vote to accept

1. Teacher request for one-year sabbatical leave

Motion to approve Gena Laplante’s request for one-year sabbatical leave

(Codding / Trivella)

Unanimous vote to approve

1. Mid-year evaluation – Leadership Team (Board of Education and Superintendent – executive session anticipated)

Motion to move agenda item 12c to after item 14

(Lyons / Codding)

Unanimous vote to approve

13. Other

None

14. Public Comments

An audience member asked when next year’s school calendar would be available. Dr. Conway informed that the calendar would be posted on the school’s website as soon as possible.

Mr. Otto informed that this year’s budget constraints are extremely tight. He urged the Board of Education members to be mindful of the same during budget time.

Motion to go into executive session at 9:02 pm

(Codding / Trivella)

Unanimous vote to approve

The Board came out of executive session at 9:55 pm.

15. Adjournment

Motion to adjourn at 9:56 pm  
 (Codding / Trivella)

Unanimous vote to approve

Respectfully Submitted

Joann M. Engel

Recording Secretary