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

January 25, 2017

The Brooklyn Board of Education held its regular monthly meeting on January 25, 2017 in the middle school library. In attendance were: Mrs. Genna, Mrs. Codding, Mr. Atchinson, Mrs. Lyons, Mr. Anderson, and Mrs. Trivella. Dr. Conway, Superintendent, Mr. Otto, Board of Finance, Mrs. Holmes, Finance Director, and Mr. Tusia, Director of Property Services, 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 7:05 pm.

1. Public Comments

None

Motion to move Agenda items 11a) Approval of Brooklyn Middle School Roof Project Educational Specifications, and 11b) Request of Town of Brooklyn for Approval of Resolutions for Roof Construction to discuss next

(Codding / Anderson)

Unanimous vote to approve

11. Old Business

a. Approval of Brooklyn School Roof Project Educational Specifications

Mr. LaFleur, from PM Resources, LLC, gave a brief explanation of the Educational Specifications for the Middle School Roof Project.

Motion to approve the Educational Specifications for the new roof at Brooklyn Middle School

(Codding / Anderson)

Unanimous vote to approve

b. Request of Town of Brooklyn of Approval of Resolutions for Roof Specifications

Motion to request that the Town’s legislative body approve the following resolutions for the roof projects at the Brooklyn Middle School and Brooklyn Elementary School:

* Authorize the board of education to apply to the Commissioner of Education for a school construction grant and to accept or reject such grant;
* Authorize the establishment of a building committee effective immediately after the board of education’s approval of the architectural designs;
* Authorization for the preparation of the schematic drawings and outline specifications for the proposed projects;
* Authorization of the expenditure of the full costs of the projects (up to $2,200,000 for the elementary school and up to $2,600,000 for the middle school); and,
* Authorization of the financing of the local share of the projects (up to $600,000 for the elementary school and up to $800,000 for the middle school).

(Codding / Anderson)

Unanimous vote to approve

1. Approval of Minutes – December 20, 2016 and January 11, 2017

Motion to Approve the Minutes of December 20, 2016 and January 11, 2017

(Trivella / Atchinson)

Unanimous vote to approve

1. Correspondence and Communications

Nothing to discuss

1. Set Aside Policy 9311

Motion to set aside Board Bylaw 9311 Formulations, Adoption, Amendment of Policies to approve the policies listed on the January 25, 2017 Consent Agenda after consideration at one regular meeting

(Codding / Trivella)

Unanimous vote to approve

1. 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 revised
  8. 3453 – School Activity Funds - adopt
  9. 3517 – Security of Buildings and Grounds – replace with CABE as revised
  10. AR3517 – Security of Buildings and Grounds – replace with CABE as revised
  11. 3541.311 – (renumber from 3541.3) School Transportation – Requests for Bus Change - adopt
  12. 3541.313 – School Bus Video Cameras - revise
  13. 3541.5 – Safety Complaints/records and Reports – rescind – covered in 3541.1
  14. 3542 – Food Service – School Lunch Service – replace with CABE as revised
  15. 3542.34 – Nutrition Program – replace with CABE
  16. AR3542.34 – Nutrition Program - rescind
  17. 5000 - Student Personnel - Replace with CABE; adopt
  18. 5010 - Goals & Objectives in Student Personnel Services - Rescind
  19. 5113.2 Truancy - Replace with CABE as revised
  20. 5114.12 Student Handbooks - Rescind
  21. 5121 - Examination/Grading/Rating - Replace with CABE as revised
  22. 5123 - Promotion/Acceleration/Retention - Revise Brooklyn Policy
  23. 5125 - Student Records/Confidentiality - Replace with CABE
  24. AR 5125 - Student Records/Confidentiality - Replace with CABE as revised
  25. 5131 - Conduct & Discipline - Replace with CABE as revised
  26. AR 5131.1/5131.11 - Bus Conduct - Move language from Policy 5131.11 to the end of Administrative Regulation 5131.1
  27. 5131.3 - Student Driving/Parking - Adopt as presented
  28. 5131.5 - Vandalism - Adopt
  29. 5131.6 - Alcohol Use, Drugs, and Tobacco (including Performance Enhancing Substances) - Replace with CABE as revised
  30. 5131.7 - Weapons & Dangerous Instruments - Replace with CABE as revised
  31. 5131.911 - Hazing - Bullying - Replace with CABE as revised

Motion to approve the Consent Agenda (not to include the following items):

* 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 revised
  8. 3453 – School Activity Funds - adopt
  9. 3517 – Security of Buildings and Grounds – replace with CABE as revised
  10. AR3517 – Security of Buildings and Grounds – replace with CABE as revised
  11. 3541.311 – (renumber from 3541.3) School Transportation – Requests for Bus Change - adopt
  12. 3541.313 – School Bus Video Cameras - revise
  13. 3541.5 – Safety Complaints/records and Reports – rescind – covered in 3541.1
  14. 3542 – Food Service – School Lunch Service – replace with CABE as revised
  15. 3542.34 – Nutrition Program – replace with CABE
  16. AR3542.34 – Nutrition Program – rescind

q. 5000 - Student Personnel - Replace with CABE; adopt

1. 5114.12 Student Handbooks - Rescind
2. 5121 - Examination/Grading/Rating - Replace with CABE as revised
3. 5131 - Conduct & Discipline - Replace with CABE as revised
4. 5131.3 - Student Driving/Parking - Adopt as presented

(Trivella / Anderson)

Unanimous vote to approve

Mrs. Genna stated that items a-p would be put on the next meeting agenda.

Motion to approve the following policies:

r. 5010 - Goals & Objectives in Student Personnel Services - Rescind

s. 5113.2 -Truancy – Replace with CABE as revised

v. 5123 – Promotion / Acceleration / Retention – Revise Brooklyn Policy

w. 5125 – Student Records / Confidentiality – Replace with CABE

x. AR 5125 – Student Records / Confidentiality – Replace with CABE as revised

z. AR 5131.1/5131.11 – Bus Conduct – Move language from Policy 5131.11 to the end of Administrative Regulation 5131.1

bb. 5131.5 – Vandalism – Adopt

cc. 5131.6 – Alcohol Use, Drugs and Tobacco (including Performance Enhancing Substances) – Replace with CABE as revised

dd. 5131.7 – Weapons & Dangerous Instruments – Replace with CABE as revised

ee. 5131.911 – Hazing – Bullying – Replace with CABE as revised

(Trivella / Anderson)

Unanimous vote to approve

Motion to accept the following 5000 policies as amended:

5000 – approve as presented

5114.12 – approve and delete the last paragraph

5121 – approve as presented

5131 – approve as presented

5131.3 – change language from *junior high school* to *middle school* and add the word *guardian*

(Trivella / Codding)

Unanimous vote to accept

1. Administrative Reports

The Administrative Reports were included in the Board of Education members’ packets.

Mrs. Holmes gave a brief explanation of the current status of the budget.

1. Public Comments

None

1. Board of Education Committee Reports

Mrs. Codding stated that the Woodstock Academy Finance Committee would be increasing the tuition by $331.00 per student.

Mrs. Trivella informed that the Woodstock Academy remains focused on the Hyde School and how it will utilize the property. She also stated that she attended a CABE retreat in New Haven on diversity and cultural competency, which was very informative.

Mrs. Genna stated that the Board of Finance is continuing their budget discussions.

1. Board Representatives to Other Committees

Nothing to report at this time.

Mrs. Genna asked for a consensus from the Board of Education members to discuss Item 11c after Item 14.

1. Old Business
2. Approval of Brooklyn Middle School Roof Project Educational Specifications

Discussed earlier in meeting – see above

1. Request of Town of Brooklyn of Approval of Resolutions for Roof Construction

Discussed earlier in meeting – see above

c) Approval of New Superintendent Candidate Profile

Discussed later in the meeting – see below

1. New Business
2. New policies 1st reading

3511 Compliance with 504 Regulations

3516.12 Asbestos Control

3542.43 Changing Policy

The policies will be reviewed and discussed at a later date.

b) Acceptance of Administrator Retirement Announcement

Mrs. Genna read a resignation letter submitted to the Board of Education by Mrs. MaryBeth Sweet, Brooklyn Middle School’s Assistant Principal. Mrs. Sweet intends to retire with her last day being June 30, 2017.

Motion to accept Mrs. Sweet’s retirement, with gratitude for her service, with her last day being June 30, 2017

(Codding / Atchinson)

Unanimous vote to approve

1. Other

Mr. Anderson asked if there have been any changes to the current breakfast and lunch program.

Dr. Conway informed that choice was added to the breakfast program at the elementary school.

1. Public Comments

None

11. c) Approval of New Superintendent Candidate Profile

(8:06 pm) Mrs. Genna stated that Board of Education members would recess to discuss the superintendent candidate profile.

The meeting reconvened at 8:52 pm.

Motion to approve the superintendent candidate profile as amended

(Trivella / Codding)

Unanimous vote to approve

1. Adjournment

Motion to adjourn at 8:53 pm

(Codding / Trivella)

Unanimous vote to approve

Respectfully submitted

Joann M. Engel

Recording Secretary