

Board of Education Regular Meeting  
October 2, 2017

Call to Order

Board Chair Gee called the meeting to order at 4:30 p.m. in the Suffield Middle School Auditorium. Present: Board members Kendra Wiesel, Susi Keane, Matt Service (arrived 5:15 p.m.), Jeanne Gee, Lori D'Ostuni, John Richter, Natalie Semyanko, Michael Sepko, Superintendent Karen Berasi and Assistant Superintendent Brian Hendrickson

Executive Session

At 4:30 p.m., Wiesel moved to go into executive session for the purpose of a personnel matter: interview the finalist candidates for the A. Ward Spaulding School Assistant Principal position. D'Ostuni seconded the motion and all members voted in favor.

At 6:07 p.m., D'Ostuni moved to come out of executive session, Wiesel seconded the motion and all members voted in favor.

Board Chair Gee called the regular meeting to order at 6:15 pm. In addition to those listed above, Bill Hoff, Business Manager was also in attendance.

The meeting opened with the Pledge of Allegiance.

Recognition

None

Suffield High School Student Representative

Zachariah Service updated the Board on events occurring at Suffield High School this month. Zachariah highlighted the fall sports teams' records, the new Wildcat period in the high school schedule, student involvement at the Big E, and recognition of student academic awards.

Public Comment

None

Approval of Minutes

Semyanko moved to approve the September 5, 2017 meeting minutes. Wiesel seconded the motion and all members voted in favor. The motion carried 8-0.

Consent Agenda

None

Discussion/Action Items

- 2017-2018 District and School Improvement Plans  
Superintendent Berasi said the district, school and special services department improvement plans are posted on the district's website. Ms. Berasi noted the district's long term improvement goals and key measurements have not changed from last year's plan. This year's plan includes comparison data from this year to last and going forward will show at least three years' worth of data to look at trends over time. Ms. Berasi highlighted the changes made over the last two

years to support the long term and short term goals and how all the initiatives are working together. The building principals and director of special services gave an overview of their school and department improvement plans, specifically the collaborative development process, the identified goals, and how those goals will be accomplished and measured.

- August 2017 Financial Report

Mr. Hoff reported that this report is still preliminary as all hiring has not been finalized. He noted the reduction in one and one-half positions and that administration is delaying the hiring of a technology integrationist until there is a state budget in place. He discussed the unknown status of the grants also due to the uncertainty at the state level. Mr. Hoff said it is very difficult to plan for this year as well as next year and the longer the delay in a state budget, the more difficult operations becomes for the school district and the town. Mr. Hoff and Ms. Berasi urged board members and the community to contact their legislators to encourage them to pass a budget. The Board discussed sending a letter to the legislators as well. Superintendent Berasi noted she received communication from First Selectman Melissa Mack stating the Governor's executive order cut eight million dollars to the Town of Suffield. Justin Donnelly, Board of Finance Chair, will be scheduling a Tri-board meeting in the near future to determine next steps.

- Review and Possible Approval of the Draft 2018 BOE Meeting Schedule

**MOTION #18-05:** Semyanko moved to approve the 2018 BOE meeting schedule as presented. Service seconded the motion and all members voted in favor. The motion carried 8-0.

- A. Ward Spaulding School Partial Roof Replacement Project - Approval of Education Specifications

**MOTION #18-06:** Service moved to approve the Educational Specifications for A. Ward Spaulding School Partial Roof Replacement Project as presented. Richter seconded the motion and all members voted in favor. The motion carried 8-0.

- Nomination of Former Board Member to Receive the CABE Philip S. Fenster Distinguished Service Award

Superintendent Berasi received a request from CABE that they would like to give the Philip S. Fenster Distinguished Service Award to a former Suffield Board of Education member and long-time employee of CABE, Bonnie Carney, who recently passed. The Board needs to formally nominate her for this award.

**MOTION #18-07:** D'Ostuni moved to nominate Bonnie Carney for the CABE Philip S. Fenster Distinguished Service award. Semyanko seconded the motion and all members voted in favor. The motion carried 8-0.

### Reports to the Board

- Superintendent's Report

- Superintendent Berasi reiterated the difficulty operating without a state budget and urged board members and citizens to contact their representatives.
- Ms. Berasi said the first teacher collaboration early release day is October 6 and the PDEC committee planned the entire day, which will focus on social emotional learning.
- Ms. Berasi will hold her first Community Advisory Board meeting of the year on Wednesday. There are many new members this year including many community members.

- Board Chair's Report –
  - Board Chair Gee also urged the community to contact their legislators urging them to pass a budget.
- Business Manager's Report
  - Mr. Hoff said a meeting is scheduled this Wednesday with an electricity company who is reviewing usage and possible areas for saving on electricity at the middle and high schools. Mr. Hoff said the fire alarms are functioning at the high school, but the company is still doing some work in the building.

### Subcommittee Reports

- September 7, 2017 Teaching and Learning subcommittee meeting – Board member Semyanko reported the committee discussed the full day kindergarten program and decided a full board presentation to review data on the program would be beneficial. The committee also discussed the new teacher induction program. Board member Semyanko reviewed the dates for the curriculum cabinet workshops this year.
- September 11, 2017 Policy subcommittee meeting – Board member D'Ostuni said the following policies/regulations required legislative changes and are being placed on a 30-day read: Policy #5113 – Attendance, Excuses, Dismissal; Policy #5113.2 – Truancy; Policy/Regulation #4131 – Staff Development; Regulation #5125 – Student Records: Confidentiality; Policy #4111 – Recruitment and Selection; Policy/Regulation #5144.1 – Use of Physical Force; Policy #4112.51/4212.51 – Employment/Reference Checks. The next policy meeting is October 16.
- September 22, 2017 Budget Subcommittee meeting – Board Chair Gee said the committee met to discuss the impact of no state budget on the district and reviewed tiered responses provided by the Superintendent and Mr. Hoff in anticipation of cuts to the district. She noted the administration has been proactive and thoughtful on a very difficult task.

### Future Business

None

### Executive Session

At 8:08 p.m., Service moved to go into executive session for the purpose of discussion and review of the Tentative Agreement between the Suffield Board of Education and the Teamsters Union. Sepko seconded the motion and all members voted in favor.

At 8:36 p.m., Sepko moved to come out of executive session. Service seconded the motion and all members voted in favor.

The Board resumed the regular session.

### Action Items

- Approval of the Tentative Agreement between the Suffield Board of Education and the Teamsters Union.  
**MOTION #18-08:** Service moved to approve the tentative agreement between the Suffield Board of Education and the Teamsters Union as presented. Semyanko seconded the motion and all members voted in favor. The motion carried 8-0.

- Appointment of the A. Ward Spaulding Assistant Principal  
**MOTION #18-09:** Keane moved for the Superintendent to negotiate any items to appoint Kris Pryce as the Assistant Principal of A. Ward Spaulding School. Sepko seconded the motion and all members voted in favor. The motion carried 8-0.

Adjournment

Richter moved, Keane seconded to adjourn the meeting at 8:41 p.m.

*Minutes are subject to approval at the next meeting on November 6, 2017.*

Respectfully submitted,

Lori D'Ostuni  
Secretary