

**PLAINFIELD BOARD OF EDUCATION
PLAINFIELD HIGH SCHOOL LIBRARY**

February 13, 2019 7:00 P.M.

PRESENT: Christi Haskell, Audrey Lemieux, Kathleen Barry, Steve Boettcher, Matthew Radant, Peggy Bourey, Cindy Arpin, Mike Cartier, Kenneth Di Pietro, Superintendent; Ronald Lussier, Business Manager; Marissa Flores & Vincent Valenti, Student Representatives; Sterling Representative; Tammy St. Amour, Recorder

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Ms. Haskell called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.
2. **ROLL CALL (taken silently by Board secretary)**
3. **CONSENT AGENDA:**

A. Minutes of the meeting of January 9, 2019.

MOTION: Ms. Lemieux moved to approve the minutes of the January 9th meeting.

SECOND: Ms. Arpin

VOTE: Passed with abstention from Ms. Barry & Mr. Boettcher.

B. Minutes of the Budget Workshop of January 26, 2019.

MOTION: Mr. Radant moved to approve the minutes of the January 26th meeting.

SECOND: Mr. Boettcher

VOTE: Passed with abstention from Mr. Cartier & Ms. Bourey.

C. Minutes of the Expulsion Hearing of January 28, 2019.

MOTION: Ms. Lemieux moved to approve the minutes from the Expulsion Hearing of January 28th.

SECOND: Ms. Barry

VOTE: Passed with abstention from Mr. Cartier.

4. **COMMUNICATIONS:** Mrs. Haskell presented a certificate to SHE with regard to the Preschool NEAYC Accreditation.
5. **PERSONNEL:**

A. Resignations & Retirements:

A letter of resignation for the purpose of retirement at the end of the 2019 school year was received from Mrs. Susan Round, Reading Specialist at SHE.

MOTION: Ms. Barry moved to accept Mrs. Round's letter of resignation for the purpose of retirement, with regret.

SECOND: Ms. Lemieux

VOTE: Passed unanimously.

A letter of resignation was received from Mr. Timothy Craig, PHS English teacher. Mr. Craig will be leaving his position to pursue other interests on February 22, 2019.

MOTION: Ms. Barry moved to accept the letter of resignation from Mr. Timothy Craig effective February 22, 2019.

SECOND: Ms. Arpin

VOTE: Passed unanimously.

A letter of resignation for the purpose of retirement was received from Mrs. Victoria Schmidt. Ms. Schmidt has been a teacher at Plainfield Memorial School for 23 years. She retired from her position effective January 9, 2019.

MOTION: Ms. Barry moved to accept Mrs. Schmidt's letter of resignation for the purpose of retirement, with regret.

SECOND: Ms. Bourey

VOTE: Passed unanimously.

B. Appointments & Transfers: None presented.

6. PUBLIC FORUM:

A. Public Forum/Agenda Items: Mr. Art Gagnon of Central Village asked for clarification with regard to the charges for special education tuition that we charge. Mr. Di Pietro and Mr. Lussier explained how the rates of determined.

B. Student Representatives: Marissa said that the girls' indoor track team has qualified for states and girls' basketball has won the eastern division. Boys' basketball has a 7-9 record at this point.

Vincent said that the set for the theater production are being made. Anyone interested in helping is welcome to attend on Wednesday evenings from 6:00 – 9:00. They are collected ads for the playbill. The Winter Guard will be competing on Saturday and there will be a combined concert with the Chamber Choir next month.

C. PHS NEASC Accreditation Status: Dr. Bitgood stated that the last visit by the NEASC committee was in 2010. He said that this process is an opportunity for the school to get an outside look at our processes and ways. He said that we are currently in the self-reflection phase and the first visit by the committee will be on April 30th.

7. STANDING COMMITTEES & INDIVIDUAL REPORTS:

Mrs. Haskell asked the chairs of their committees to briefly explain to the public what each committee is responsible for and the process that they go through to bring forward information to the full board.

Mr. Nagel informed the Board that the Safety Committee met this month. He said that this committee also includes members of the police and fire departments in town and looks at safety issues in district from all aspects.

Restraint & Seclusion Policy: Mr. Sugarman informed the Board that they will need to be revisions to the Restraint & Seclusion Policy in order to be in alignment with updated state regulations. Mr. Sugarman

provided the Board with an overview of the changes to the policy. He will present the Board with the correction once the policy has been revised.

MOTION: Ms. Barry moved that the Board of Education amend the district Restraint, Seclusion & Exclusion Policy to state that the district follows the State Regulations for restraint, seclusion & exclusion.

SECOND: Mr. Radant

VOTE: Passed unanimously.

8. OLD BUSINESS:

A. FY19 Budget & Facilities Report: Mr. Lussier said that there is one area of significant concern. Due to several unanticipated outplacements, the tuition account is over budget by approximately \$600,000. He said that they have been able to mitigate a majority of the overrun with transfers.

- PMS Recovery Update: Mr. Lussier said that the latest projection of school paid purchases for the claim is \$670,809. He said that they met with the claims adjusters and supplied the claims review team with all of the supporting documentation for the reimbursement.

Facilities:

Early Childhood Center	No Issues to report.
Shepard Hill Elementary School	The "eyebrow" gutter system is being revisited by the roofing contractor. There were further leaks during the last rain event.
Moosup Elementary School	A faulty circuit breaker has been replaced in the gym heater unit. The unit is now operational.
Plainfield Memorial School	The gym roof top unit for heating and cooling is currently operating on heat only. Repair to the A/C component is temporarily on hold pending budget availability.
Plainfield Central School	The flashing and EPDM roofing has been repaired around the base of the "penthouse" on the roof of PCS. That area will be monitored closely at the next rain event.
Plainfield High School	All parking lot lighting has been replaced by LED. The library roof repairs are planned for after the start of the new fiscal year.

B. LED Lighting Conversion Report: Mr. Di Pietro said that PMS and SHE are virtually finished with the LED conversion. He said that there has been some issues with light quality due to bulb placement in the fixtures, clean up by the workmen, and some code issues with the lights in the PMS gym. He said that the district received notice from MCOR (loan company) that they wanted signatures to initiate the loans for the three project (PMS, SHE, & ECC) before they were completed and prior to the approval of MES. Mr. Di Pietro said that the payment of any loans has been delayed until an electric bill is received to show that there truly are savings being made. Once verified that the district is receiving the proposed savings, they will continue with authorization for Moosup Elementary.

MOTION: Mr. Boettcher moved to give the superintendent authorization to continue with the ECC project, but to put a hold on the authorization for Moosup Elementary until all questions are answered and the cost offset is verified. (If not verified on the bill, there will be a special meeting).

SECOND: Ms. Arpin

VOTE: Passed unanimously.

C. FY18 Audit Corrective Action: Mr. Di Pietro said that the audit revealed that there was an issue with reconciliations between the school and town. He said that currently, our financial system does not communicate with the town system. This does not allow for the identification of reconciliation issues in

a timely manner. He said that the town and school departments will review its current reconciliation procedures and will consider implementing additional controls to remedy the condition.

- D. PHS Graduation Requirements: Mr. Di Pietro said that with the approval of the A/B schedule to begin next school year, the Board needs to take action on the reduction of the amount of credits needed to graduate from 27 to 26. The new schedule includes a requirement for freshmen to have a directed study along with new state requirements that include one year of world language and two year for PE and Health.

MOTION: Ms. Barry moved to change the amount of graduation credits to 26 from 27 and to support the State graduation requirements to include one year of world language and two years of PE and Health.

SECOND: Ms. Lemieux

VOTE: Passed unanimously.

9. NEW BUSINESS:

- A. FY 19 Budget Transfers: Mr. Lussier asked the members of the Board to approve the transfers that he has presented to them in order to balance insufficient accounts. There is a \$0 net impact to the budget.

MOTION: Mr. Radant moved to approve the requested transfers.

SECOND: Ms. Lemieux

VOTE: Passed unanimously.

- B. Killingly Vo Ag Committee Member: Mr. Brad Bourque has been representing the town on the committee and wishes to continue to serve for another term.

MOTION: Ms. Lemieux moved to approve a three-year term for Brad Bourque on the Killingly VoAg Committee.

SECOND: Ms. Barry

VOTE: Passed unanimously.

- C. Grants Update: Mrs. Cadro, for informational purposes, provided the Board with a listing of all the grants and entitlements that were received this year. She said that these grants help to provide such things as remedial services and money for tech. ed. courses for the students.

- D. High School Science Curriculum – Anatomy and Physiology: Mrs. Cadro said that there are presently several standards that students are required to know for state testing that are not a graduation requirement at the high school. As such, they would like to add chemistry as a required science course. She said that they would also like to change the name of Life Science to become Anatomy & Physiology and offer three levels in the course (academic, honors and advanced placement).

MOTION: Ms. Lemieux moved to add Chemistry as a required course at PHS.

SECOND: Mr. Cartier

VOTE: Passed unanimously.

MOTION: Ms. Lemieux moved to change Life Science to Anatomy & Physiology.

SECOND: Ms. Barry

VOTE: Passed unanimously.

- E. Special Education Report: Mr. Sugarman addressed the Board and reviewed his first month in the position as Asst. Superintendent. He said that he is looking closely at compliance issues and making sure that we are following regulations and meeting timelines. He noted that he will be evaluating the programs that are being offered along with forming partnerships with parents to improve communications and listen to concerns. Mr. Sugarman said that he will continue to update the Board as he continues to manage the Pupil Services Office.
- F. Special Education Excess Cost: Mr. Di Pietro said that we have had 12 students since August sent to outside placements that were not predicted to do so. The tuition costs along with the increase in transportation costs have substantially increased the budget. He said that he would like to request from the Town the ability to use the Excess Cost money that is provided from the state to offset some of this increase. The state reported grant to Plainfield for this fiscal year will exceed \$700,000. Mr. Di Pietro said that although our additional costs amount to \$583,157, he would like to request \$350,000 of the excess cost money from the Town to compensate for this increase. The remainder has been covered by cost reductions from the administration.

MOTION: Mr. Boettcher moved to request from the Board of Finance \$350,000 of the excess cost grant to cover unanticipated tuition costs.

SECOND: Mr. Radant

VOTE: Passed unanimously.

- G. MES – LED Conversion Consideration: Due to some financing concerns and some unanswered questions regarding the MES LED conversion, Mr. Di Pietro suggests that the Board table this agenda item until next month's meeting.

MOTION: Ms. Barry moved to table the MES LED Conversion Consideration.

SECOND: Ms. Lemieux

VOTE: Passed unanimously.

- H. FY2020 Budget Update: Mr. Di Pietro provided the members of the Board with an updated budget that includes the change to World Language at PHS. He also said that a redistribution of secretarial services may take place to offset some work where needed.

- I. Superintendent's Report: Mr. Di Pietro stated that he does not have a report at this time.

10. **ADJOURNMENT:**

MOTION: Mr. Cartier moved to adjourn at 9:02 p.m.

SECOND: Ms. Arpin

VOTE: Passed unanimously.