

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

December 11, 2019 7:00 P.M.

PRESENT: Christi Haskell, Kathleen Barry, Peggy Bourey, Mike Cartier, Cindy Arpin (7:15), Mike Broughton, Audrey Lemieux, Steve Boettcher, Kenneth Di Pietro, Superintendent; Ronald Lussier, Business Manager; Olivia Bessette & Jake Irons, 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 lead the Pledge of Allegiance.
2. **ROLL CALL (taken silently by Board secretary)**
3. **CONSENT AGENDA:**
 - A. Minutes of the meeting of November 20, 2019.

MOTION: Ms. Barry moved to approve the minutes of the November 20th meeting.

SECOND: Ms. Lemieux

VOTE: Passed unanimously.

4. **COMMUNICATIONS:** None presented
5. **PERSONNEL:**
 - A. Resignations & Retirements: None presented
 - B. Appointments & Transfers: None presented
 - C. Request for Leave: Mr. Di Pietro stated that Savannah Marrish, PHS teacher has put in for a request for childrearing leave at the conclusion of her maternity leave on or around March 20th through the end of the school year.

MOTION: Ms. Barry moved to approve the request for childrearing leave through the end of this school year for Savannah Marrish.

SECOND: Mr. Cartier

VOTE: Passed unanimously.

6. **PUBLIC FORUM:**
 - A. CAPSS Student Awards: Four students were presented to the board as this year's recipients of the CAPSS Awards for Plainfield. The students for Plainfield Memorial School that were recognized are: Lily Ouillette and Solomon Hardy. The two students from Plainfield Central School are: Emma Ferguson and Lawrence Smith.
 - B. Public Forum/Agenda Items: As no one came forward, the chair moved to the next item on the agenda.
 - C. Student Representation: Jake and Olivia reported that the girls' soccer team came in second at the state finals, the play presentation this year will be "Anything Goes" and that is getting underway. Last

Saturday the National Honor Society held their annual Breakfast with Santa and it went very well. The concert that was schedule for this evening has been postponed until next Wednesday.

7. **STANDING COMMITTEES & INDIVIDUAL REPORTS:**

Ms. Haskell stated that Mr. Di Pietro has opted to omit his report at the end of the meeting to allow PHS to present to the Board on the manufacturing program that is being developed. Dr. Bitgood said that they have been working closely with Westminster Tool, QVCC and Eastern Connecticut Workforce to establish the program. Mr. LaFayette, PHS Technology Teacher, said that with the new \$22.2 billion project that is being completed at EB to build submarines, there are many technology opportunities available in the area. He said that they are working to set up a manufacturing shop at PHS in order to give the students some real life experience. Ms. Kylie Carbone from Westminster Tool spoke to the Board regarding the need for a younger workforce as many aging workers will be retiring in the next several years. She said that they work closely with the district and many others in the state to introduce students to the areas of manufacturing that are available to them.

HVAC & Facilities Town Committee: Ms. Haskell said that there will be a meeting with the Town Selectman to discuss the HVAC needs at the schools and anyone interested in sitting in on that committee should let her know. She also mentioned that the Project 2020 information will now be obsolete and a new plan will need to be developed going forward to 2025.

8. **OLD BUSINESS:**

A. FY20 Budget & Facilities Report: Mr. Lussier said that the budget is going well except for the area of special education tuitions. He said that in all likelihood we will need to have access to the excess cost money that is provided by the state.

Facilities: Mr. Lussier said that there is no new information regarding the facilities in the district as the meeting in November was later in the month and there are no updates available. He did inform the Board that he met with solar company, and they will begin the final phase of the project once the students are out of the building.

B. Budget Transfers: Mr. Lussier said that he is requesting permission to transfer \$147,339 from the non-certified salaries line those accounts that are in the red. He said that this will be a net impact of \$0 to the budget, but will balance the accounts.

MOTION: Mr. Cartier moved to approve the request to transfer \$147,339 to the accounts as presented to the Board.

SECOND: Ms. Lemieux

VOTE: Passed unanimously.

C. ECS Reconciliation: Mr. Di Pietro said that on Wednesday, September 25th, 2019, the Board of Finance (BOF) requested a presentation on the issue of the reduction to FY2020 ECS-State Aid to Plainfield. Chair Christi Haskell and Superintendent Di Pietro reported to the BOF that the law allows the option, but does not require the option, for a municipality to reduce a school appropriation by an amount equal to a reduction in State Aid. The BOF was presented with three (3) options:

- Require a \$64,000 reduction to the FY2020 budget and return those funds to the taxpayers;
- Allow the \$64,000 to remain in the allocation for un-anticipated costs;

- Require the school department to reserve the \$64,000 - and the unused funds will be set-aside at the end of the fiscal year into a restricted set-aside account which is now allowed by law for up to 2% of the allocation for future use by the schools as needed.

Since the presentation, the BOF Chairman contacted the BOE Chairman to suggest that he believes the BOF will require the cost reduction of \$64,000. Mr. Di Pietro suggested the following cuts to the budget that would not compromise the BOE goals for programs and services:

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| • Administrative staff savings due to retirements | \$11,000 |
| • Solar/LED Project – Unbudgeted Savings | \$18,000 |
| • Fixed Costs Savings (Workers Comp, Unemployment, Liability) | \$35,000 |
| • <u>Total</u> | <u>\$64,000</u> |

Mr. Di Pietro said that the BOF will be taking this under advisement at their meeting next week.

- D. **Financial System Approval**: Mr. Lussier said that representatives from the Business and Superintendent’s offices have attended several sessions reviewing the programs available to replace the Phoenix systems that will no longer be supported as of July. All agreed that Infinite Visions is the system that would work best for the district. The First Selectman was also contacted about the decision and he agrees.

MOTION: Ms. Barry moved to approve the decision to move forward with Infinite Visions for the district financial software.

SECOND: Mr. Cartier

VOTE: Passed unanimously.

- E. **Policy Revisions**: 5113 – Student Attendance and Truancy: Mr. Sugarman said that the updates to the policy allows schools to reduce student grades for unauthorized absences. He noted that at this time this part of the updated policy would only apply to the high school. The changes to the policy are as follows:

- Five (5) unauthorized absences will result in up to a 5-point grade reduction per quarter.
- For each unauthorized absence per quarter, students will receive a one (1) point loss per class missed, up to five (5) points.
- Absences cannot be the sole reason for course failure.
- Students will be allowed the opportunity to make up work due to absences for full credit within an allotted time.
- A student and their parent/guardian may appeal whether an unauthorized absence may be excused.

MOTION: Ms. Barry moved to waive the reading of policy 5113 Student Attendance and post for review on the district webpage.

SECOND: Mr. Cartier

VOTE: Passed unanimously.

5114 – Student Discipline: Mr. Sugarman said that the policy sub-committee, based on discussion at previous BOE (September 2019) and through School Administration discussion, wish to put forth the following language for alternatives to expulsion for vaping and e-cigarette violations:

- The Student Discipline model policy was revised, pursuant to PA 19-91, to narrow the authority of boards to expel students for conduct on school grounds or at a school-sponsored activity to situations in which the conduct either (1) violates a publicized policy of such board and is seriously disruptive of the educational process, or (2) endangers persons or property. In addition, the definitions for “electronic nicotine delivery system” and “vapor product” have also been revised.
- The BOE attorney and policy sub-committee recommended any language pertaining to alternative to suspension and expulsion be included in school handbooks. The BOE attorney stated, “To the extent the district seeks to divert first-time offending students to an alternative to expulsion, you may consider simply offering this alternative route to parents (or an adult student) as a voluntary opportunity (not a mandated route) ...to include this language in the specific school handbooks.”

MOTION: Ms. Barry moved to dispense with the public reading and post Policy 5114 Student Discipline to the district webpage for review.

SECOND: Ms. Bourey

VOTE: Passed unanimously.

- F. Special Education Status Report: Mr. Sugarman said he submitted a report to the board that summarizes action items being addressed over the summer and the beginning of the year. He informed the board that he is currently working on developing a pupil service action plan with parents, special education staff and students, in order to identify a mission/vision for the department, as well as goals, strategies and performance metrics for our work. He also said that he is in the process of completing the first submission for the district’s excess costs. He said that there are currently 3.2 million eligible for submission.

9. NEW BUSINESS:

A. Curriculum Approval:

Advanced Personal Finance: Mrs. Cadro said that this would be in addition to the required course and there is an option for ECE credit.

MOTION: Ms. Barry moved to approve the curriculum for Advanced Personal Finance.

SECOND: Mr. Cartier

VOTE: Passed unanimously.

Manufacturing: This course will offer blue print reading, engineering and manufacturing math. Students will be able to obtain credit from QVCC.

MOTION: Mr. Cartier moved to approve the Manufacturing curriculum.

SECOND: Ms. Bourey

VOTE: Passed unanimously.

Computer Support Intern: This will offer a hands-on study of technology integration, problem solving and Chromebook repair. This course will be open to a small group of students.

MOTION: Mr. Cartier moved to approve the Computer Support Intern curriculum.

SECOND: Ms. Barry

VOTE: Passed unanimously.

Dialogue, Debate & Deliberation: This course expands upon the work the debate team has done over the years. It will better prepare students for the real world through hands on skills in communication.

MOTION: Mr. Cartier moved to approve the curriculum for Dialogue, Debate & Deliberation.

SECOND: Mr. Boettcher

VOTE: Passed unanimously.

Medical Terminology: This course will support the CNA program while giving students interested in the Allied Health/Medical field an opportunity to be exposed to terminology seen in health records, doctors' reports and other clinical settings.

MOTION: Ms. Arpin moved to approve the curriculum for Medical Terminology.

SECOND: Mr. Broughton

VOTE: Passed unanimously.

- B. Teacher Substitute Wage Proposal: Mr. Di Pietro said that it has become increasingly more difficult to acquire substitutes in district. With Ellis Tech paying \$150/day and Killingly at \$115/day most qualified subs are seeking those districts paying the higher rates. To compensate for that the superintendent is proposing the following pay rates:

Certified Substitutes would be increased from	\$85.00/day to \$100.00/day
Substitutes with Bachelors Degrees would be increased from	\$75.00/day to \$85.00/day
CSDE authorized substitutes without Bachelors would receive	\$75.00/day (new category)

MOTION: Mr. Boettcher moved to approve the new substitute rates as proposed.

SECOND: Mr. Broughton

VOTE: Passed unanimously.

- C. FY2021 Budget Process: Ms. Haskell said that the Board was provided with a calendar of the upcoming meetings pertaining to the development of next year's budget. She asked members to disregard this calendar as some of the dates need to be changed and a new calendar will be sent out.

- D. Superintendent's Report: Mr. Di Pietro waived his report at this time.

10. **ADJOURNMENT:**

MOTION: Ms. Arpin moved to adjourn at 8:41 p.m.

SECOND: Ms. Bourey

VOTE: Passed unanimously.