

**PENDING BOARD OF EDUCATION APPROVAL**  
**REGULAR BUSINESS MEETING OF THE PLAINVILLE BOARD OF EDUCATION**  
**PLAINVILLE, CONNECTICUT**  
**MONDAY, DECEMBER 11, 2017**  
**Plainville High School Cafeteria**  
**Plainville, Connecticut**

**Order of Business**

**6:00 p.m.**

- I. Facilities Subcommittee Meeting, PHS Teachers' Lounge, PHS Cafeteria**  
**(Minutes under separate cover)**

**6:30 p.m.**

- II. Finance Subcommittee Meeting, PHS Teachers' Lounge, PHS Cafeteria**  
**(Minutes under separate cover)**

**7:00 p.m.**

**Regular Business Meeting of the Plainville Board of Education, PHS Cafeteria**

**III. CONVENE: PLEDGE OF ALLEGIANCE**

Chair Andrea Saunders called the regular business meeting of the Plainville Board of Education to order at 7:00 PM. Deborah Hardy led the Pledge of Allegiance.

**Members Present:** Mesdames Hardy, Peterson, Saunders, St. Lawrence, Tyrrell, Wells and Messr. White

**Also Present:** Maureen Brummett, Ed.D., Superintendent of Schools  
Steven LePage, Assistant Superintendent  
Sam Adlerstein, Director of Business and Operations

**Absent:** Michael Giuliano, Board Member  
Nicole Palmieri, Board Member  
Nathan Michalek, Student Representative

**Late Arrivals:** None

**Early Departures:** None

**Returns:** None

**IV. SPECIAL PRESENTATIONS:**

A. The **Everyday Hero** Award was presented to the following individuals:

- ▶ Steven LePage, Asst. Superintendent
- ▶ Braelyn Patenaude, Grade 3, Linden Street School
- ▶ Lilly Wiczorek, Grade 3, Linden Street School
- ▶ Haley Kalisz, Grade 3, Linden Street School
- ▶ Mason Martinez, Grade 2, Frank T. Wheeler School

**V. APPROVAL OF MINUTES**

**A) A MOTION WAS MADE BY FOSTER WHITE TO APPROVE THE MINUTES OF THE BOARD'S REGULAR BUSINESS MEETING OF NOVEMBER 13, 2017 AS PRESENTED. THE MOTION WAS SECONDED BY DEBORAH HARDY. THE MOTION UNANIMOUSLY CARRIED.**

**VI. CITIZEN COMMENTS**

**John Kisluk, 65 Forestville Avenue**

Mr. stated that he went on the Board's website last week and a pop-up regarding the recent train derailment in town appeared on his computer screen. He had a tough time deleting the pop-up and asked if someone from Technology could explain why this happened and what he can do if it happens again. He then gave praise to Tina Gryguc and Joan Calistro regarding the detailed minutes they take for various Board, Capital Projects, and Turf Committee meetings. He also thanked Mr. LePage for calling him back and speaking with him about an issue he was questioning.

Mr. Kisluk asked if the PHS driveway and tennis courts could be held back on the Capital Budget Plan. Also, he will put a freedom of information request in to the Town with regard to the settlement governing the PHS track. Further, he wanted everyone to know that he was never against the Wheeler Renovation Project. He rather felt that the scope of the project was too large. He felt that a \$5 million renovation was more than adequate for the children. He also commented that the project is going overboard with the state's mandate requesting that an additional 45 students be added to the school as part of their reimbursement process. He asked if anything can be done.

Mrs. Saunders stated that the referendum has already passed which means there is nothing more the Town/Board can do to reduce the scope of the project.

**A) RESPONSE TO CITIZEN COMMENTS**

No Response to Citizen's Comments

**VII. COUNCIL LIAISON**

Mrs. Pugliese stated that the Town was recently notified of receipt of a \$200,000 grant from the Department of Economic and Community Development (Phase I, II and III) for funding under the Remedial Action & Redevelopment Municipal Grant Program, to do an environmental study on the White Oak Corporation's acreage. She stated that White Oak owes \$660,000 in back taxes and the owner wishes to turn the building and property over to the Town. The property is of greater value (\$1.07 million) than the taxes owed. However, some areas may be contaminated which is why the Town applied for the grant. If needed, the Town can apply for another grant to clean-up the property. She stated that this would be a good development opportunity for the Town, as White Oak has had potential buyers that are interested, but are unwilling to purchase the property due to the contaminants.

The Council will hold a Public Hearing on January 2, 2018 to hear comments regarding the use of town property on Norton Place Extension for the new dog park. The Town took over the property a few years ago after a small hurricane destroyed houses in that area. The Council then purchased the property from the residents and demolished the homes.

At a recent meeting, the Town Council also discussed the \$1.9 million revenue shortfall that will impact this current fiscal year. ECS funding for Plainville will be reduced by \$1.9 million as part of the Governor's budget. Mrs. Pugliese stated that the Council is working diligently to find solutions. Possible areas: vacant positions will not be filled;

reduction in purchasing; and a possible tax increase. She stated that this is an arduous process and the Town is in constant dialogue with the Superintendent and Board.

Mrs. Pugliese then wished everyone a very Merry Christmas and Happy New Year! She stated that this year was a hard year for many people and hopes things will turn around for both the State and the Town.

## **VIII. SUPERINTENDENT'S REPORT**

### **A. Budget Development Process/Preliminary Status & 5-Year Capital Budget Plan Proposal for FY2018-19**

Dr. Brummett opened this portion of the meeting by reviewing the District's Vision document. She stated that the vision document is what guides all decisions, including the budget process. She then reviewed the agenda and called upon Mr. Adlerstein and Mr. Ross who will report on their areas of expertise.

Mr. Adlerstein began with a review of the district's seven year budget history; current projections; estimated FY19 contractual increases; per pupil expenditures; and a review of Plainville's ECS grant.

Dr. Brummett reviewed the administrators' budget schedules and thanked all administrators for the thoughtful and thorough job they did with regard to their requests. This year's sessions were moved up by a month allowing the process to move quickly. She then reviewed the FY2018-19 Budget Calendar timeline with BOE members. They will be asked to vote on the calendar under New Business.

Dr. Brummett and Mr. Adlerstein then reviewed the Capital Budget with the Board. Dr. Brummett noted that Steve Busel, Director of Facilities, met with the Facilities Subcommittee this evening to discuss their needs. This year's Facilities Department requests include:

▶ Repair of the PHS Smoke Stack (deteriorating)	\$ 65,000
▶ Districtwide Cleaning Equipment	\$ 7,783
▶ Linden: Upgrade Building Automation System (lighting)	\$ 15,535
▶ PHS Upgrade A/C with Larger Unit	\$ 13,000
▶ Remove Underground Storage Tank at the Middle School	\$ 15,000
TOTAL--FACILITIES:	\$116,318

It was noted that the following items on last year's Capital Budget are now complete:

- ▶ PHS handicapped automatic handicap access door was installed
- ▶ PHS kitchen floor was repaired
- ▶ Districtwide security improvements are on hold (applied for security grant)
- ▶ PHS Technology Dept. partition doors are also on hold

Dr. Brummett then called upon Kevin Ross, the District's IT Director, to discuss Technology requests. Mr. Ross explained that since 2015, the district has been taking advantage of the State's E-Rate system. (This system is offered to help schools improve their networks and connectivity.) Mr. Ross noted that over \$23 million dollars in state funding was not used by other school districts.

▶ Since 2015, Plainville has had \$181,477.68 available if the district matches the rate dollar to dollar.

▶ In 2015 the district used \$33,535.15 for new network gear at Linden and Wheeler.

▶ In 2016 the district used \$67,010.38 for new wireless districtwide

▶ In 2017 the district used \$11,552 for a new Core switch at PHS

TOTAL OFFSET TO PLAINVILLE TO DATE = \$112,097.53

► In 2018 the district is looking to replace the networking equipment at Toffolon for approximately \$45,000. Total cost to Plainville will be \$22,500.

This year's requests include:

► Replacement Chromebooks at the elementary level	\$110,000
► Replacement Projects at PHS	\$ 87,500
► Networking Upgrades at MSP	\$ 45,000
► E-Rate Funding Match—Network Upgrades (MSP)	(\$ 22,500)
► Computer cases for grade 6 students	<u>\$ 4,900</u>
TOTAL—TECHNOLOGY:	\$224,900

Mr. Ross explained that the Chromebooks that are being replaced are from the 2014-15 school year. (Students received them when they were in grades 6, 7, and 8. These students are now in grades 9, 10, 11) The district is looking for Chromebooks for grades 6, and 10 and 11 next year (550 Chromebooks at \$200 for a total of \$110,000, including an additional \$4,900 for new cases for grade 6 students). Mr. Ross then reviewed the Capital Tech budgets for 2018-19 and 2019-20.

Dr. Adlerstein then discussed Plainville's long-term population which is forecast as stable (slightly increasing through the forecast period from 18,145 reported in 2015 to 18,760 expected in 2025) and Market forecast. He and Dr. Brummett discussed the updated enrollment forecast; All Day Preschool; Open Choice and Magnet Schools.

Dr. Brummett commented that the all-day Pre-K program is attracting more people to Plainville. It has been proven that children who attend a high quality pre-school do well over the course of their lives. Most have fewer legal problems, are high academic achievers, acquire higher paying jobs and own their own homes as adults. She stated that Christopher St. Lawrence, a High School student is developing a video which will highlight all of the programs Plainville offers. The video will be placed on the Board's website.

Discussion ensued.

Dr. Brummett and Mr. Adlerstein gave a brief explanation on how the billing process will work for the Pre-K program. This process will help to collect all Pre-K tuition fees by the end of the school year.

Dr. Brummett thanked Mr. Adlerstein and Mr. Ross for their in-depth presentations.

## **IX. BOARD SUBCOMMITTEE REPORTS**

### **A. Student Representative Report—No Report**

### **B. Facilities Subcommittee Report**

Mrs. Tyrrell stated that a meeting took place this evening to discuss this year's current budget as well as next year's proposed budget. The subcommittee also discussed the status of the Middle School boiler and the meeting with the State which took place regarding the Wheeler Renovation Project. She reiterated that the scope of the project cannot be changed as the referendum has already passed.

### **C. Policy Subcommittee Report—No Report**

Three policies and are up for final approval.

### **D. Finance Subcommittee Report**

Dr. Brummett stated that the subcommittee met this evening to discuss this year's current budget, Board considerations for next year's budget, and the hard freeze which has been put in place. The Finance subcommittee will meet again on January 4.

**E. Advocacy Update—No Report**

**F. Turf Committee Report**

Dr. Brummett stated that the Turf Committee will meet again prior to the holiday break to discuss payments for the track.

**G. PAC Liaison--Plainville High School Report**

Mr. White reported on the following:

► The November 8<sup>th</sup> PHS PAC meeting was cancelled. The next meeting will be held on Wednesday, January 10 at 7 PM in the PHS Learning Commons.

**H. PTO Liaison--Toffolon Elementary School Report**

Mrs. Saunders in absence of Ms. Palmieri reported on the following items:

► The Toffolon Extravaganza took place on December 1 and was a huge success. Games, crafts and many other activities took place. Student Council students sold hot chocolate during the event.

► Toffolon students took part in a Pepsi Recycling Rally

► The PTO sponsored a pot luck dinner for teachers during Parent/Teacher Conferences.

► The PTO cancelled their December meeting. The next meeting is set for Thursday, January 11 at 7 PM in the Toffolon Cafeteria.

**I. PTO Liaison--Linden Street Elementary School Report-No Report**

**J. PTC Liaison--Middle School of Plainville Report**

Ms. St. Lawrence reported on the following:

► The PTC met on November 14<sup>th</sup>. The Middle School box top collection netted approximately \$190.

► The PTC sold luminary bags at a cost of \$5.00 each at the Annual Tree Lighting Festival on December 8. Twenty-four lit luminaries guided the path around town during the Holiday Stroll.

► Mrs. Lynch held a Barnes and Noble Book Fair at the Middle School. Proceeds were donated to the Military Mailroom.

► Members of Student Council held a Bake Sale during conferences. Proceeds were donated to the Veteran's Center in Rocky Hill.

► MSP students, in conjunction with Wheeler students, participated in Pajama Day on December 8<sup>th</sup>. The cost to wear pajamas to school on that day was \$1. Proceeds went to benefit Connecticut Children's Medical Center (Cancer Unit).

► The PTC will meet tomorrow evening (December 12) at 7 PM in the MSP Library

**K. PTO Liaison--Wheeler Elementary School Report—No Report**

Mrs. Saunders reported on the following:

► Winter Fest will be held on Friday, December 15

► Wheeler students, in conjunction with Middle School students, participated in Pajama Day on December 8<sup>th</sup>. The cost to wear pajamas to school on that day was \$1. Proceeds went to benefit Connecticut Children's Medical Center (Cancer Unit).



- ▶ A Vendor Fair was held on November 18<sup>th</sup>. Thirty vendors attended.
- ▶ A Grandparents' Breakfast was held on December 1 and 8. Families could pay \$2 to have a picture taken with their "grand" guest. Frames were made available to decorate.

**L. CREC Council Report—No Report**  
CREC did not meet during the month of December

**M. Chairperson's Report**  
Mrs. Saunders stated that there is a common theme with regard to Plainville's students. All of the children are oriented toward working for charitable causes and are doing a wonderful job helping many people.

This past Saturday the Police and Salvation Army held their annual Stuff a Cruiser. She thanked the police and Salvation Army members for their efforts.

In conclusion, Mrs. Saunders wished everyone a Happy, Healthy, and Safe Holiday season.

**X. UNFINISHED BUSINESS**

**A) Request Approval of Policy: Students—Absences & Excuses Policy No. 5113—  
2<sup>nd</sup> Reading**

**A MOTION WAS MADE BY DEBORAH HARDY TO REMOVE STUDENTS—ABSENCES & EXCUSES POLICY NO. 5113 FROM POSTPONEMENT. CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOULSY CARRIED.**

**A MOTION WAS MADE BY DEBORAH HARDY TO APPROVE REVISED POLICY NO. 5113 STUDENTS—ABSENCES & EXCUSES, AS PRESENTED. CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOULSY CARRIED.**

**B) Request Approval of Policy: Students—Truancy Policy No. 5113.3—2<sup>nd</sup> Reading**

**A MOTION WAS MADE BY DEBORAH HARDY TO REMOVE STUDENTS—TRUANCY POLICY NO. 5113.3 FROM POSTPONEMENT. CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOULSY CARRIED.**

**A MOTION WAS MADE BY DEBORAH HARDY TO APPROVE REVISED POLICY NO. 5113.3 STUDENTS—TRUANCY, AS PRESENTED. CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOULSY CARRIED.**

**C) Request Approval of Policy: Students—Use of Physical Force Policy No. 5144—  
2<sup>nd</sup> Reading**

**A MOTION WAS MADE BY DEBORAH HARDY TO REMOVE STUDENTS—USE OF PHYSICAL FORCE POLICY NO. 5144 FROM POSTPONEMENT.**

**CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.**

**A MOTION WAS MADE BY DEBORAH HARDY TO APPROVE REVISED POLICY NO. 5144, STUDENTS—USE OF PHYSICAL FORCE, AS PRESENTED. CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.**

## **XI. NEW BUSINESS**

### **A) Board Open Forum**

Foster White commented on the value of collaboration with regard to Plainville's students and the *Go Baby Go* Program. This program brings High School and Middle School students together to modify eight vehicles for children who are handicapped and not mobile. He stated that the look on the children's faces when they were placed in the cars and became mobile for the first time was priceless.

He also commented on how wonderful the recent Middle School Band Concert was and reported that the High School's Winter Concert will be held on December 20 @ 7:30 PM in the High School Auditorium. He stated that this is an ideal way to get into the Christmas spirit.

Crystal St. Lawrence loves to go to the Middle School Band Concerts. They are fun and you can actually see the progression of the students year by year. She also likes to attend the Art showcases throughout the district, as the students do a phenomenal job.

Becky Tyrrell asks that the Board re-visit the subcommittee list and perhaps add additional members. She thanked the Superintendent and Mr. Adlerstein for sharing the budget information with them. She stated that she appreciates working with the Town Council and Town Manager, knowing that everyone is on the same page. She commented that it takes a lot of effort to not be in crisis mode by doing things for the right reasons. She wished everyone a Happy Holiday season.

### **B) Quarterly Special Education Cost Report (October, January, March and June)---No Report**

As of December 11<sup>th</sup> there are currently 20 out-placements, plus 10 transition services and support placements and 4 magnet and tech support placements. The original budget for tuitions is as follows: \$851,452. Budgeted Excess Cost Payments: \$650,000. Revised budget for tuitions: \$1,501,452. Expenditures to date: \$1,722,394. Expected remaining expenditures: \$16,940. Expected Choice Reimbursement: (\$237,452). Potential deficit: \$0.

### **C) Discussion and Request to Approve 2018-19 Budget Calendar**

This calendar will include all key meeting dates for the 2018-19 budget season.

**A MOTION WAS MADE BY FOSTER WHITE TO APPROVE THE FY2018-19 BUDGET CALENDAR AS PRESENTED. DEBORAH HARDY SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.**

## **XII. CONSENT AGENDA--Board Approval**

- (A) Budget Object Summary
- (B) Food Service Report
- (C) Check Registers
- (D) Request Approval of PHS Jazz Band trip to Berklee Jazz Festival, Boston, MA,

February 9 & 10, 2018

(E) Request Approval of PHS Band Competition in Virginia Beach, VA, March 28-31, 2018

(F) HR Report (Informational Item)

(G) Private Donation for the month of November (Informational Item)---None

**A MOTION WAS MADE BY CRYSTAL ST. LAWRENCE TO APPROVE THE CONSENT AGENDA AS PRESENTED. BECKY TYRRELL SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.**

### **XIII. ADJOURNMENT**

**A MOTION WAS MADE BY BECKY TYRRELL TO ADJOURN THE MEETING. DEBORAH HARDY SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED. The meeting adjourned at 8:20 PM.**

Respectfully submitted,



Joan Calistro

Recorder of Minutes



**REGULAR BUSINESS MEETING OF THE PLAINVILLE BOARD OF EDUCATION  
PLAINVILLE, CONNECTICUT  
SUMMARY OF MOTIONS  
MONDAY, DECEMBER 11, 2017**

**2092. Approval of Minutes**

A MOTION WAS MADE BY FOSTER WHITE TO APPROVE THE MINUTES OF THE BOARD'S REGULAR BUSINESS MEETING OF NOVEMBER 13, 2017 AS PRESENTED. THE MOTION WAS SECONDED BY DEBORAH HARDY. THE MOTION UNANIMOUSLY CARRIED.

**Unfinished Business--**

**2093. Request Approval of Policy: Students—Absences & Excuses Policy No. 5113—  
2<sup>nd</sup> Reading**

A MOTION WAS MADE BY DEBORAH HARDY TO REMOVE STUDENTS—ABSENCES & EXCUSES POLICY NO. 5113 FROM POSTPONEMENT. CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.

A MOTION WAS MADE BY DEBORAH HARDY TO APPROVE REVISED POLICY NO. 5113 STUDENTS—ABSENCES & EXCUSES, AS PRESENTED. CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.

**2094. Request Approval of Policy: Students—Truancy Policy No. 5113.3—2nd  
Reading**

A MOTION WAS MADE BY DEBORAH HARDY TO REMOVE STUDENTS—TRUANCY POLICY NO. 5113.3 FROM POSTPONEMENT. CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.

A MOTION WAS MADE BY DEBORAH HARDY TO APPROVE REVISED POLICY NO. 5113.3 STUDENTS—TRUANCY, AS PRESENTED. CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.

**2095. Request Approval of Policy: Students—Use of Physical Force Policy No. 5144—  
2<sup>nd</sup> Reading**

A MOTION WAS MADE BY DEBORAH HARDY TO REMOVE STUDENTS—USE OF PHYSICAL FORCE POLICY NO. 5144 FROM POSTPONEMENT. CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.

A MOTION WAS MADE BY DEBORAH HARDY TO APPROVE REVISED POLICY NO. 5144, STUDENTS—USE OF PHYSICAL FORCE, AS PRESENTED. CRYSTAL ST. LAWRENCE SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.

**2096. Discussion and Request to Approve 2018-19 Budget Calendar**

**A MOTION WAS MADE BY FOSTER WHITE TO APPROVE THE FY2018-19 BUDGET CALENDAR AS PRESENTED. DEBORAH HARDY SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.**

**2097. Consent Agenda--Board Approval**

- (A) Budget Object Summary
- (B) Food Service Report
- (C) Check Registers
- (D) Request Approval of PHS Jazz Band trip to Berklee Jazz Festival, Boston, MA, February 9 & 10, 2018
- (E) Request Approval of PHS Band Competition in Virginia Beach, VA, March 28-31, 2018
- (F) HR Report (Informational Item)
- (G) Private Donation for the month of November (Informational Item)---None

**A MOTION WAS MADE BY CRYSTAL ST. LAWRENCE TO APPROVE THE CONSENT AGENDA AS PRESENTED. BECKY TYRRELL SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED.**

**2098. Adjournment**

**A MOTION WAS MADE BY BECKY TYRRELL TO ADJOURN THE MEETING. DEBORAH HARDY SECONDED THE MOTION. THE MOTION UNANIMOUSLY CARRIED. The meeting adjourned at 8:20 PM.**