

**ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT**

Time-Place:

**Council Chambers
820 Enfield Street
Enfield, CT
7:00 PM Regular Meeting**

Date: 03/28/17

- 1. Call to Order – 7:00 PM**
- 2. Invocation or Moment of Silence – Timothy Neville**
- 3. Pledge of Allegiance – Timothy Neville**
- 4. Fire Evacuation Announcement**
- 5. Roll Call**
- 6. Board Guest(s)**
 - a. Special Recognition**
 - b. Randy Daigle**
- 7. Superintendent’s Report**
 - a. Student Representatives Report**
 - b. Budget Presentation**
 - c. Staff PD & Early Release Day**
 - d. March/April Events**
 - e. Grants Report**
 - f. Personnel Report**
- 8. Audiences**
- 9. Board Members’ Comments**
- 10. Unfinished Business**
 - a. Approve Revised 2017-18 School Calendar**
- 11. New Business**
- 12. Board Committee Reports**
 - a. Building Committee**
 - b. Curriculum Committee**
 - c. Finance Committee**
 - d. Leadership Committee**
 - e. Policy Committee**
 - f. Any Other Committees**
- 13. Approval of Minutes:**
 - Special Meeting Minutes – February 7, 2017;**
 - Regular Meeting Minutes – February 14, 2017;**
 - Special Meeting Minutes – February 15, 2017;**
 - Special Meeting Minutes – February 28, 2017 and**
 - Special Meeting Minutes – March 7, 2015**
- 14. Approval of Accounts and Payroll**
 - a. For the Months of November 2016, December 2016, January 2017 and February 2017**
 - b. Line Item Transfers, if any**

- 15. Correspondence and Communications**
- 16. Audiences**
- 17. Executive Session**
 - a. Matter(s) Related to Personnel**
- 18. Adjournment**



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: March 28, 2017
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Board Guest(s)

- a. **Special Recognition:** At this time, we will recognize the members of the Board of Education for their devotion and dedication to the students, families and staff members from the Enfield Public Schools.

- b. **Randy Daigle:** We welcome Randy Daigle to tonight's meeting. He is here to give the Board an update on the Enfield High building project.



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: March 28, 2017
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Superintendent's Report

- a. **Student Representative Report(s):** Enclosed in your packet, you will find a report from the BOE Student Representatives regarding events/happenings at Enfield High School. Student Representatives may have some additional information or comments to share with Board members.
- b. **Budget Presentation:** The Town Manager will present his FY2017-18 Budget on Monday April 3rd at 7:00 PM in Council Chambers. This event is open to the public.
- c. **Staff PD & Early Release Day:** All EPS students will be dismissed early with lunch on Wednesday, March 29th for a half day staff professional development day.
- d. **March/April Events:** Listed below are some of the events that are happening at our schools during March and April:
 - March 29 – Interschool Elementary Concert will be held in the JFK Auditorium at 7:00 PM;
 - April 4 – Henry Barnard Ice Cream Social will be held in the APR at 6:30 PM;
 - April 5 – Prudence Crandall Math Night will be held in the Library at 5:30 PM.
- e. **Grants Report:** The Grant Report for March 2017 is enclosed for your review.
- f. **Personnel Report:** The Personnel Report for March 2017 is also enclosed for your review.



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: March 28, 2017
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Approve Revised 2017-18 School Calendar

The Board adopted the FY2017-18 School Calendar on February 14th. We need to make changes in the months of March and June. Good Friday falls on March 30th which reduces the number of student days in March from 22 to 21. The last day of school will be changed to June 15th which increases the number of student days in June from 10 to 11. The firm graduation date will also be changed from June 20th to June 21st. We have enclosed a copy of the revised calendar in your packets.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriately regarding revising the 2017-18 School Calendar.



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: March 28, 2017
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Executive Session

The Board of Education needs to discuss the following item:

- Matter(s) Related to Personnel

Therefore, I recommend that the Enfield Board of Education enter into executive session, with the appropriate personnel invited, for the reasons described above. An affirmative vote of two-thirds of the members present and voting is required. Board members can remain in Council Chambers for the executive session.

Item # 7a.



EHS Student Representative Report - March 28, 2017

- EHS Junior Prom will be held on March 31st at Chez Josef at 6:00 PM;

There are no athletic events to report.

Item #7e.

ENFIELD PUBLIC SCHOOLS

FY 2017 GRANTS

	<u>Applied For</u>	<u>Awarded</u>	<u>Date Submitted</u>	<u>Approval Date</u>
Adult Education - (Grant Portion)	192,584.00	192,584.00	3/25/2016	7/25/2016
Adult Education - Cooperative	60,404.00	60,404.00	3/25/2016	7/25/2016
Adult Education Program Improvement Project	40,000.00	40,000.00	6/14/2016	8/30/2016
Perkins	66,532.00	61,647.00	6/29/2016	11/14/2016
Head Start State Grants (Enhancement, Extended Services, Early Link)	134,411.00	126,404.00	10/27/2015	6/27/2016
Head Start Federal Grants (FY 3/1/17 - 2/28/18)	824,234.00	824,234.00	10/25/2016	Pending
Title I Entitlement	-	852,861.00	10/14/2016	11/18/2016
Title II Entitlement	-	113,479.00	10/14/2016	11/18/2016
Title III Entitlement	-	16,368.00	10/14/2016	10/24/2016
IDEA Section 611, Special Education Assistance (FY 07/01/16-06/30/18)	1,222,564.00	1,287,968.00	4/13/2016	8/26/2016
IDEA Section 619, Preschool Education (FY 07/01/16-06/30/18)	50,064.00	51,865.00	4/13/2016	8/26/2016
Smart Start Grant- Operations (2nd of the 2 years grant)	120,000.00	120,000.00	12/19/2014	7/20/2016
SHEFF Open Choice Academic, Student and Social Support	55,200.00	55,200.00	10/25/2016	12/20/2016
Open Choice Magnet School (from PSIS Report - ## STUDENTS)	-	720,000.00	-	1/30/2017
Smart Start Grant- Capital Improv.(5/1/17-6/30/18)	75,000.00	-	10/25/2016	Pending
Smart Start Grant- Operations (7/1/17-6/30/19)	65,000.00	-	10/25/2016	Pending
TOTAL	2,905,993.00	4,523,014.00		

**CERTIFIED PERSONNEL MATTERS
January 3, 2017 THROUGH March 24, 2017**

RETIREMENT:

<u>NAME</u>	<u>DOH</u>	<u>EFFECTIVE DATE</u>	<u>POSITION/LOCATION</u>	<u>REASON</u>
Carol Graboski	11/15/96	06/30/17	Special Education / Enfield High	Retirement
Cathy Lataille	09/01/76	06/30/17	Remedial Math / P Crandall	Retirement
Anne Leclair	09/01/97	06/30/17	Grade 2 / Enfield Street	Retirement
Danny O'Connell	09/01/97	06/30/17	Math / Enfield High	Retirement
Janet Parks	09/01/04	06/30/17	FACS / JFK Middle	Retirement
Ralph Patterson	09/01/73	06/30/17	Music / Elementary Level	Retirement
Barry Scott	09/01/99	06/30/17	Computer / JFK Middle	Retirement
Alyson Wilk	09/01/87	06/30/17	PE Health / Parkman	Retirement
Ann Ziter	01/04/82	06/30/17	Grade 2 / H Memorial	Retirement

RESIGNATIONS:

<u>NAME</u>	<u>DOH</u>	<u>EFFECTIVE DATE</u>	<u>POSITION/LOCATION</u>	<u>REASON</u>
Kevin Pomerleau	09/01/02	01/31/17	Chemistry / Enfield High	Resignation
Kimberly Kunz	01/04/16	03/13/17	PREK / Head Start	Resignation
Kristen Sixbey	09/01/15	06/30/17	English / JFK Middle	Resignation
Justin Terailia	09/01/13	06/30/17	Grade 4 / P Crandall	Resignation

**NON-CERTIFIED PERSONNEL MATTERS
JANUARY 3, 2017 THROUGH MARCH 24, 2017**

<u>NAME</u>	<u>DOH</u>	<u>EFFECTIVE DATE</u>	<u>POSITION/LOCATION</u>	<u>REASON</u>
Brenda White	08/15/94	02/17/17	Adm. Secretary / Enfield High 10 mth	Resignation

DRAFT

Enfield Public Schools 2017/18 School Calendar



SCHOOL HOURS

Regular School Hours

8:35 - 11:10 Intgr. Pre-K AM
12:20 - 2:50 Intgr. Pre-K PM
9:05 - 3:31 - Full Day Pre-K

8:55 - 3:21 - K-2
8:40 - 3:06 - 3-5
7:48 - 2:36 - 6-8
7:26 - 2:02 - 9-12

Two Hour Delay Hours

Cancelled - Intgr. Pre-K AM
12:20 - 2:50 - Intgr. Pre-K PM
11:05 - 3:31 - Full Day Pre-K

10:55 - 3:21 - K-2
10:40 - 3:06 - 3-5
9:48 - 2:36 - 6-8
9:26 - 2:02 - 9-12

Early Release Days with Lunch

8:35 - 11:10 - Intgr. Pre-K AM
Cancelled - Intgr. Pre-K PM
9:05 - 2:00 - Full Day Pre-K

8:55 - 1:50 - K-2
8:40 - 1:35 - 3-5
7:48 - 1:00 - 6-8
7:26 - 12:20 - 9-12

Head Start School Hours

Part Day - 9:30 - 1:00
Full Day - Use Head Start full day Schedule

Head Start Two Hour Delay

Part Day - Cancelled
Full Day - Use Head Start 2 hour delay schedule

Head Start Early Release

Part Day - 10:55
Full Day - 10:55

Last Two Days of School:

The last two days of school will be Early Release Days with lunch for grades K-8. The last day of school is subject to change due to school cancellations.

Firm Graduation Dates:

EHS: (June 21, 2018) 185th Day

Note: In the event that school closings require that school be extended beyond June 29th, makeup days from that point will be deducted from the April vacation commencing with the "first day" of the vacation and working into the week.

**Approved: 02-14-17
Revised:**

Professional Learning Days

- August 29 - Staff Convocation
- August 30
- August 31
- October 10
- November 7
- February 20

Prof. Learning/Community

Mtg. & Early Rel. Days w/Lunch

- September 27
- October 25
- December 13
- January 10
- March 28
- April 25
- May 30

Color Code
Full Day PL
Half Day PL
Elem. Conf.

School Closing Hotline - 860-253-5170
Website - www.enfieldschools.org

AUGUST - 0 Days								SEPTEMBER - 19 Days							
s	m	t	w	th	f	s		s	m	t	w	th	f	s	
			1	2	3	4	5	3	[4]	"5"	6	7	8	9	
6	7	8	9	10	11	12		10	11	12	13	14	15	16	
13	14	15	16	17	18	19		17	18	19	20	21	22	23	
20	21	22	23	24	25	26		24	25	26	27>	28	29	30	
27	28	*29*	<30>	<31>											

OCTOBER - 20 Days								NOVEMBER - 17 Days								DECEMBER - 16 Days							
s	m	t	w	th	f	s		s	m	t	w	th	f	s		s	m	t	w	th	f	s	
1	2	3	4	5	6	7					1	2	3	4							1	2	
8	[9]	<10>	11	12	13	14		5	6	<7>	8	9	[10]	11		3	4	5	6	7	8	9	
15	16	17	18	19	20	21		12	13	14>	15	16>	17	18		10	11	12	13>	14	15	16	
22	23	24	25>	26	27	28		19	20	21	[22]	[23]	[24]	25		17	18	19	20	21	22	23	
29	30	31						26	27	28	29	30				24	25	26	27	28	29	30	

[9] Columbus Day Observed - NS
<10> Professional Learning Day - NS
25> K-12 Early Release & Staff PL

<7> Election Day & Staff PL - NS
9 - 9-12 Evening Conferences
[10] Veteran's Day - NS
13 & 15 - K-5 Evening Elementary Conf.
14>&16> 6-12 Early Rel & Staff PL
14>&16> K-5 Early Rel. Day - Elem. Afternoon Conf.
[22-24] Thanksgiving Break - NS
28 - 6-8 Evening Conferences
29 - 6-8 Afternoon Conferences
30 - 9-12 Evening Conferences

[4] Labor Day - NS
"5" First Day of School
27> K-12 Early Release & Staff PL

13> K-12 Early Release & Staff PL
[25-29] Christmas Vacation - NS

JANUARY - 21 Days							
s	m	t	w	th	f	s	
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28	29	30	31				

FEBRUARY - 18 Days							
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18	[19]	<20>	21	22	23	24	
25	26	27	28				

MARCH - 21 Days							
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11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28>	29	[30]	31	

[1] New Year's Day - NS
10> K-12 Early Release & Staff PL
[15] MLK Day - NS

[19] President's Day - NS
<20> Staff PL - NS

28> K-12 Early Release & Staff PL
[30] Good Friday - NS

APRIL - 16 Days							
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1	2	3	4	5	6	7	
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15	16	17	18	19	20	21	
22	23	24	25>	26	27	28	
29	30						

MAY - 22 Days							
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20	21	22	23	24	25	26	
27	[28]	29	30>	31			

JUNE - 11 Days							
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3	4	5	6	7	8	9	
10	11	12	13	14	*15*	16	
17	18	19	20	21*	22	23	
24	25	26	27	28	29	30	

[9-13] Spring Vacation - NS
25> K-12 Early Release & Staff PL

[28] Memorial Day Observed - N/S
30> K-12 Early Release & Staff PL

"15" - 181st Student Day
21* - 185th Student Day - EHS Graduation

Enfield Public Schools 2017/18 School Calendar



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7:48 - 1:00 - 6-8
7:26 - 12:20 - 9-12

Head Start School Hours

Part Day - 9:30 - 1:00
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Head Start Two Hour Delay

Part Day - Cancelled
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Head Start Early Release

Part Day - 10:55
Full Day - 10:55

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EHS: (June 20, 2018) 185th Day
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Approved: 02-14-17

Revised:

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February 20

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March 28
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Color Code
Full Day PL
Half Day PL
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s	m	t	w	th	f	s	s	m	t	w	th	f	s
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	[4]	"5"	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	*29*	<30>	<31>			24	25	26	27	28	29	30

29 Staff Convocation Day - NS
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<31> Professional Learning Day - NS
[4] Labor Day - NS
"5" First Day of School
27> K-12 Early Release & Staff PL

OCTOBER - 20 Days						
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NOVEMBER - 17 Days						
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DECEMBER - 16 Days						
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31						

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JANUARY - 21 Days						
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FEBRUARY - 18 Days						
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18	[19]	<20>	21	22	23	24
25	26	27	28			

MARCH - 22 Days						
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[30] Good Friday - NS

APRIL - 16 Days						
s	m	t	w	th	f	s
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY - 22 Days						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	[28]	29	30	31		

JUNE - 10 Days						
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10	11	12	13	*14*	*15*	16
17	18	19	20*	21*	22	23
24	25	26	27	28	29	30

[9-12] Spring Vacation - NS
[13] Good Friday - NS
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15 *14* - 181st Student Day
21 *20* - 185th Student Day - EHS Graduation

Approved: 02-14-17

Revised:

DRAFT

**BOARD OF EDUCATION
SPECIAL MEETING MINUTES
FEBRUARY 7, 2017**

A special meeting of the Enfield Board of Education was held in the Alcorn Professional Development Conference Room located at 1010 Enfield Street, Enfield, CT on February 7, 2017.

1. **CALL TO ORDER:** The meeting was called to order at 6:05 PM by Chairman Sirard
2. **PLEDGE OF ALLEGIANCE:** Chairman Sirard
3. **FIRE EVACUATION ANNOUNCEMENT:** Chairman Sirard announced the fire evacuation announcement.
4. **ROLL CALL:**

MEMBERS PRESENT: Rich Regnier, Ray Peabody, Lori Unghire, Walter Kruzel, Tina LeBlanc, Tim Neville, Stacy Thurston and Tom Sirard

MEMBERS ABSENT: Vincent Grady

ALSO PRESENT: Dr. Jeffrey A. Schumann, Superintendent; and Chris Drezek, Deputy Superintendent

Chairman Sirard stated that Mr. Grady is unable to attend tonight's meeting due to work commitments.

5. **SUPEINTENDENT'S FY2017-18 BUDGET PRESENTATION**

Dr. Schumann presented his proposed FY2017-18 Budget to the Board. He reviewed accomplishments made across the district, who we are, per pupil expenditure comparisons, funding streams, needs requested and known budget increase drivers, initiatives moving forward, spending projections, unknowns, five-year historical budget perspectives and value adds.

Dr. Schumann is requesting a 4.98% budget increase for a total budget of \$71,377,477. We are prepared to address any questions from Board members. Mr. Bourassa distributed budget books.

Dr. Schumann added the budget book is in the format requested by the Town Council previously. The budget presentation is available on-line and we can make copies of this presentation.

Mr. Neville thanked Dr. Schumann for his presentation. He is encouraged to see that you addressed the need for an additional counselor and nurse. He asked about the PBIS and where will the money come from.

Dr. Schumann stated the training program for PBIS is \$32K and the funding will come from the curriculum line item. The software for the program is \$7K and this funding will come from the software line item.

Mr. Neville asked if we are doing this in collaboration with the State. Dr. Schumann stated SERC is doing the training for us. The software used is called SWIS. We can track the time and where the behavior issues are at each building. Crandall is piloting this program and we

will go districtwide with this program next year.

Mr. Neville asked about the money that will come out of our ECS funding and if you have any inside information on this? Traditionally, we won't hear about this until May or June when our budget is already set. Dr. Schumann stated he does not have any ideas of what the Governor will present. We will need to wait until Thursday. We looked at numbers for free and reduced lunches and HUSKY numbers along with current enrollment numbers. He believes we are in a good place.

Mr. Neville asked about insurance costs. Dr. Schumann stated we have listed health care projections and percentages in the budget booklet are based on what we have received from the Town to date. These numbers are subject to either go up or down and adjustments will need to be made.

Mr. Peabody thanked Dr. Schumann for the presentation. He would like to know if you have prioritized the items you would like to add in case we need to scale back.

Dr. Schumann stated the priority would be for the elementary level first. We have cut out the Kindergarten aides. He knows this is a large amount to ask for. Superintendents across the state are looking at the same concerns. Mr. Peabody supports this.

Mr. Peabody would like to do something different this year. He would like us to send our budget presentation to our 3 legislators. We are going to need their help to put some pressure on the governor to not balance the state budget on the backs of the school system. This is unethical.

Mr. Neville would also like to set a date for them to attend a Board meeting. They can hear from us our concerns. We need to use our legislators and have them work for us.

Mr. Peabody is in agreement with Mr. Neville. He would like to start the ball rolling earlier. We need to get this information to them as soon as possible. This way they will be prepared for when the meet with us.

Chairman Sirard stated he is planning to speak before the Appropriations Committee on behalf of the Board. Representative Stokes has facilitated this for him.

Mr. Neville is assuming our transportation grant will be cut again this year. This is another area that we need to plan for. He would like Chairman Sirard to address this with the Appropriations Committee and it might help us.

Chairman Sirard stated he plans to discuss the backwardness of the budget process and how it is unfair to towns. He also plans to bring Dr. Schumann's information with him. He is working on his speech now. He is confident that he can articulate and represent everyone's wishes when he addresses them.

Mr. Neville asked about the LEGO Building Tomorrow project 3 year program. Dr. Schumann it is a 3 year project and we are in year 2. It will end at the end of the 2017-18 school year. We have been meeting with the LEGO Board regularly to see if we will continue with this program. We are now doing this all in-house with Enfield employees. They give us \$60K to support the program.

Mr. Neville stated we can see the success coming from this program. The question for us is when will we need to take over that \$60K to support this program? Dr. Schumann stated we are looking at the end of the 2017-18 school year for this program to end. We will negotiate this with them next year.

Mr. Peabody stated we looked at what the unfunded mandates are costing Enfield 3 years ago - \$4.8 million dollars. Do we have a cost of current unfunded mandates to give to our legislators? The cost of CREC tuitions is another concern and the cost of being a member of CABA. Sending out letters to the heads of these groups will help us greatly. They keep knocking public education down.

Dr. Schumann stated we negotiated with CABA and are members through FY2018. They will also be a seat for us at the table.

Mr. Neville stated we used to have a representative from the Board on CABA. Dr. Schumann stated that still exists but we do not have a Board representative. Mr. Neville added that he would like to be our representative. They would look at these items mentioned tonight. Dr. Schumann stated we can notify CABA with our representative.

Mr. Neville stated KITE will hold a workshop on February 17th at FERMI in the Café at 8:00 AM. Contact Ashley Levesque if you are interested to attend.

6. APPROVAL OF BOE BUDGET WORKSHOPS AND ADOPTION SCHEDULE

Board members agreed to meet on the following days to continue discussing the FY2017-18 budget: Tuesday, February 14th in Council Chambers at 7:00 PM, Wednesday, February 15th and Tuesday February 21st in the Alcorn Professional Development Conference Room at 6:30 PM.

7. EXECUTIVE SESSION:

Mrs. LeBlanc moved, seconded by Mr. Kruzal to enter into Executive Session for Matter(s) Related to Personnel.

A vote by **show-of-hands 7-1-0** passed with Mrs. Thurston in dissent.

The Board remained in the Alcorn Professional Development Conference Room for the Executive session. Dr. Schumann and Mr. Drezek joined the Board in Executive Session.

No Board action occurred while the Board was in Executive Session.

8. ADJOURNMENT

Mrs. Thurston moved, seconded by Mr. Peabody to adjourn the Special Meeting of February 7, 2017.

All ayes, motion passed unanimously.

Meeting stood adjourned at 7:40 PM.

Tina LeBlanc
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary

**BOARD OF EDUCATION
REGULAR MEETING MINUTES
FEBRUARY 14, 2017**

A regular meeting of the Enfield Board of Education was held at Town Hall in Council Chambers, located at 820 Enfield Street, Enfield, CT on February 14, 2017.

1. **CALL TO ORDER:** The meeting was called to order at 7:00 PM by Tom Sirard.
2. **INVOCATION OR MOMENT OF SILENCE:** Walter Kruzel
3. **PLEDGE OF ALLEGIANCE:** Walter Kruzel
4. **FIRE EVACUATION ANNOUNCEMENT:** Tom Sirard announced the fire evacuation announcement.
5. **ROLL CALL:**

MEMBERS PRESENT: Rich Regnier, Raymond Peabody, Lori Unghire, Walter Kruzel, Tim Neville, Stacy Thurston and Tom Sirard

MEMBERS ABSENT: Vin Grady and Tina LeBlanc

ALSO PRESENT: Dr. Jeffery Schumann, Superintendent; Mr. Christopher Drezek, Deputy Superintendent; EHS Student Representatives Abigail Bosco and Meghan Connery

6. **BOARD GUEST(S):**

a. **JFK Pre-Referendum Chair**

Mr. Rutledge reported that they received a draft report from Dean Petrucelli about structural repairs. The repairs needed are estimated at \$16 million. We will review this report at our next meeting along with program and educational needs. We will also be looking into receiving estimates for an environmental assessment of the building. We are still working towards our deadline for 70% reimbursement rate from the state for the project. The project would need to be submitted in early June.

Chairman Sirard thanked Mr. Rutledge for his report.

7. **SUPERINTENDENT'S REPORT:**

- a. Student Representatives Report – as presented
- b. President's Day & Staff PD – as presented
- c. Special BOE Meetings – as presented
- d. February Events – as presented

8. **AUDIENCES** - None

9. **BOARD MEMBER COMMENTS**

Mr. Kruzel stated the Buzz Robotics program will hold a Pasta Supper on February 24th at St. Bernard's from 5-8:00 PM. Tickets are \$10 and \$8. This is a great fundraiser event. The turnout last year was great. He urged everyone to attend. You will get a chance to meet the kids before their first competition.

Mr. Neville reminded everyone about KITE's Workshop on February 17th being held at Fermi in the café at 8:30 AM. He thanked everyone for their kind words and cards regarding his sister's passing. He deeply appreciated hearing from you.

Mr. Regnier congratulated the students, staff and administration for their 100th day of school. The Enfield First Readers will hold a Trivia event fundraiser on February 25th at Mt. Carmel from 7-11 PM. You can register as a team or come as an individual.

Mr. Regnier stated with the K-2 reorganization, the parents have questions that need to be addressed. He would like to see a transition plan presented to all of the stake holders involved. He would like them to get this information from us and not through social media. He also asked about tours for the K-2 students.

Mrs. Unghire stated that Hazardville Memorial will hold a fundraiser event at Red Robin on February 16th starting at 5:00 PM. She urged everyone to support them if you are eating out that night.

Chairman Sirard wished everyone a happy Valentine's Day. He welcomed our new Board member Rich Regnier to his first regular Board meeting. He thanked Mr. Peabody for all of his hard work he has done on our budget.

Chairman Sirard will address the State Appropriations Committee on February 21st. We passed our 100th day and are almost there. He wished the students continued success throughout the remainder of the year.

10. UNFINISHED BUSINESS

a. Transition Update

Dr. Schumann reported the students are now able to use the Music Wing at EHS. The technology for the collaborative spaces has been put on hold due to Apple only working with schools and not municipalities. The purchase order is coming from the Town. We now need to get a waiver from the municipality guaranteeing the merchandise will be going directly to the school. The Town Attorney is reviewing the waiver so we should receive the technology items soon.

b. Continue Discussion and Action if any, Regarding Adopting the FY2017-18 Budget

Dr. Schumann distributed copies of the presentation from the last meeting.

Mr. Neville would like to receive class matrices for JFK and EHS. He asked about the 30 science computers and charging cart. Dr. Schumann stated they need a certain kind of computer that will work with the software.

Mr. Peabody added that certain applications will only perform on a certain platform. He asked about our three year technology plan. We need to look at this and our curriculum needs.

Mr. Neville asked about the SPED Professional Students item. Is this for professional development for students? Dr. Schumann stated this is for the work stipends for the ETLA students and contractual services for the students. He can get additional information on this.

Mr. Neville stated he is assuming some of these services are from an outside provider that we would go out for a bid. Dr. Schumann stated that is correct, they are on the State bid list. Mr. Neville added the legal line item seems to fluctuate based on the needs.

Mr. Neville asked about the SPED transportation line item and the percentage of students needing transportation and if we are sharing the costs with other districts for SPED transportation. Dr. Schumann stated Smyth Bus transports our SPED students in and out of district that require special transportation. Smyth will check to see if any buses currently being used can accommodate additional SPED students. They are always looking to save us money.

Chairman Sirard asked if we are transporting any Choice SPED students that are outplaced. Dr. Schumann stated the Choice students are transported by Hartford and they pay for their transportation.

Mr. Neville would like to know if we could possibly share these expenses with other districts.

Mr. Neville asked about USD/Hospitalization. Dr. Schumann stated this is for State placements. We are the NEXUS and are responsible for providing the students with education while they are hospitalized.

Mr. Neville stated there was an article in the newspaper about how Enfield and another town have the highest number of kids for SPED costs. Dr. Schumann believes the article referenced Enfield was among the top 10 for outplacements. We currently have 41 outplaced students. Out of the 41 outplaced students, 11 were placed by the state. The overall cost for some of these placements is around \$200-240K. The total number of outplaced students is relatively small for our district but when you average the daily rates, the cost is rather significant. We have done a good job with our outplacements. There are only 3 students that are driving our daily rates up.

Mr. Neville stated there are some costs we have no control over. Having this discussion is important so people understand the outplacement costs.

Chairman Sirard stated the increase in SPED transportation is understandable when you factor in the outplaced students. Dr. Schumann stated some of these cases have been arbitrated and we have no choice since we are the NEXUS.

Chairman Sirard stated it is a \$30K increase in SPED transportation from the previous year. Dr. Schumann stated there are unknown costs.

Mr. Neville asked about the EXCESS costs. The funds come back to the town. Dr. Schumann stated and they are they given to us. We never know what this amount will be. The state uses a formula. Next year this is subject to change.

Mr. Neville asked if the transportation grant is factored into this. Dr. Schumann stated no.

Mr. Peabody appreciates the work that has been done on the budget. Breakdown on the data is needed regarding certified staff, counselors, paras, etc.

Dr. Schumann stated certified staff is only teachers, administrators are only administrators, and non-certified are clerical and nurses. Para's are found under non-certified Special Education.

Mr. Peabody would like to be able to explain this. He would like this broken down per building. We need to be able to explain this to our constituents.

Chairman Sirard stated we have two fixed costs – insurance and benefits costs. This is an area we have no control over. Do we have any better understanding on this yet? Dr. Schumann

stated not yet. This is still being discussed by the Insurance Committee. No recommendations have been made yet.

Chairman Sirard stated the SPED cost increase is higher than every other district. Dr. Schumann stated we are trying to budget conservatively for EXCESS costs.

Chairman Sirard asked about the increase in elementary behavioral support. Dr. Schumann stated we have received an equal amount of crises response calls from last year's total already this year. We are seeing the need for assistance at earlier ages.

Chairman Sirard stated these are behavioral concerns. Dr. Schumann stated other districts are experiencing the same things.

Mr. Peabody stated there are times when the students are placed in a protective hold and are not being transported.

Chairman Sirard stated the PC's are for the most extreme cases which brings our baseline up. We are seeing more extreme cases.

Mr. Neville stated we do not place students in protective custody, the police do. PBIS is a proactive step. He commends us for doing this. Crandall is our pilot school. Dr. Schumann added it is a positive method to change the culture in a building.

Mr. Neville added this is a valuable piece in our education. PC's are extreme and our staff has done a great job. Addressing this need at the elementary level is a good thing.

Chairman Neville asked which schools this program will be used in. Dr. Schumann stated in our K-2 schools. Dr. Schumann stated we have noticed an increase at the K-2 and 3-5 schools.

Chairman Sirard stated our preschool programs are getting our kids ready for kindergarten. Are the behavioral issues because the students are not ready for school? Dr. Schumann does not believe that is the reason. We are looking to open another classroom with another grant.

Mr. Regnier stated he is concerned with the increase of instruction time and the decrease of extra-curricular time. Instruction time is important but exercise is also needed.

Mr. Peabody added that art and music are other ways for kids to blow off steam. We need to keep these programs in place for our kids along with recess time. This might be contributing to the behavioral problems we are seeing.

Mrs. Thurston asked if the students that are having behavioral problems, can they go see a specialist, like a safe haven. Dr. Schumann stated we would use the school counselor for this. Each school will now have a fulltime counselor.

Chairman Sirard asked about the Stowe Preschool Principal. Dr. Schumann stated this is already in the budget. Ms. Middleton is waiting to hear about another grant for this. Chairman Sirard stated the grant will pay for this position. Dr. Schumann stated that is correct.

Mr. Neville asked about the girl's coding program at JFK. Will this fall under title IX? Dr. Schumann stated there are other areas for coding for all students like the LEGO League and Robotics. This particular program is to entice girls and is being offered this spring. Mr. Neville stated the stipend for this position is \$2,800. Dr. Schumann added the ETA has a MOU agreement for this stipend position.

Mr. Neville would like to see the matrices for the students in grades 9-12. It is hard to break down the team sizes. We are concerned when we hear additional teachers are needed. Dr. Schumann stated they will be used in AP Computer Sciences I & II. The position is for another math teacher at the high school. Mr. Neville stated we were told during a Curriculum meeting that another person was not needed for these courses.

Chairman Sirard added for clarification, the opportunities for coding is open to all students. This particular program is to entice females into coding.

Mr. Neville asked about the need for the 5 iPads for data collecting during PE. Dr. Schumann stated this is for student use during PE. They will input fitness information.

Mr. Peabody asked why we are including facility issues in our budget for future issues. Dr. Schumann stated it is listed because the programs require certain items that are currently not available.

Mr. Neville stated under library services, each bullet item is the same. This will need to be corrected.

Mr. Neville asked about the Family and Consumer Sciences breakdown per building. It doesn't make sense to him. Matrices will help him know how many students are taking these courses. Chairman Sirard stated this is for materials and supplies.

Mr. Neville would like to see the matrices to know how many are for JFK and EHS.

Mr. Neville would like a breakdown by school/semester. He would like to know how many students are enrolled in each program. We need to know where the money is going.

Mr. Neville asked about music equipment repairs. Repairs cost a lot if they are not maintained properly.

Mr. Peabody stated instead of buying instruments, parents should lease them. He added up all of the instruments at \$102,500K. Dr. Schumann stated this is for future needs and are not included in the budget.

Mr. Neville added we have a lease program now for students.

Chairman Sirard stated if they qualify for free/reduced lunches, there could be a lease available.

Mr. Peabody asked for Board members to send their questions to Dr. Schumann.

11. NEW BUSINESS

a. Election of Officer – Vice Chairperson of the Board of Education

Mr. Peabody moved, seconded by Mr. Neville to nominate Walter Kruzel as the Vice Chairman of the Board of Education.

Discussion:

Mr. Neville stated that Mrs. LeBlanc also supports Mr. Kruzel being our Vice Chairman.

A vote by **roll-call 7-0-0** passed unanimously.

Mr. Kruzel thanked everyone and will try to fill the shoes left behind.

Chairman Sirard stated we need to replace our Policy Committee chairperson. Mr. Neville stated we need to do this relatively soon. We have items that need to be addressed.

Dr. Schumann stated we can place this on the February 21st special meeting agenda.

b. Approved 2017-18 School Calendar

Mr. Neville moved, seconded by Mr. Kruzel that the Enfield Board of Education approves the 2017-18 calendar as presented.

A vote by **roll-call 7-0-0** passed unanimously.

c. Approve Enfield High School 2017 Safe Grad Contribution

Mrs. Thurston moved, seconded by Mrs. Unghire that the Enfield Board of Education approves donating \$1,000 to the Enfield High Class of 2017 Safe Graduation.

A vote by **roll-call 7-0-0** passed unanimously.

12. BOARD COMMITTEE REPORTS

a. Building Committee

Mr. Kruzel stated that we have not met due to the snow.

b. Curriculum Committee

Mr. Neville reported the Curriculum Committee will meet on February 15th.

c. Finance Committee

Mr. Peabody reported the Finance Committee will meet on February 21st

d. Leadership Committee

Chairman Sirard stated the Leadership Committee has not held any meetings since our last Leadership meeting.

e. Policy Committee

Mr. Kruzel reported the Policy Committee needs to meet again. We have several policy changes to review and need to appoint a Chair for this committee.

f. Facilities Joint Committee

Mr. Neville reported we will meet on February 23rd. We will be looking into asbestos, roofs and exteriors. He will update everyone at our next Board meeting.

g. Any Other Committee Reports

Insurance Committee

Mr. Kruzel reported the Insurance Committee met. Mrs. LeBlanc will update us on this.

Opening Ceremony Committee

Mrs. Unghire reported we will meet again.

Mr. Neville asked when this will take place. Mrs. Unghire stated the tentative date was May 4th. We are now looking at May 13th. A Saturday date would be better for more people.

13. APPROVAL OF MINUTES

Mr. Kruzel moved, seconded by Mrs. Thurston that the Special Meeting Minutes of January 4, 2017 A & B be approved. A vote by **show-of-hands 6-0-1** passed with Mr. Regnier abstaining.

Mrs. Thurston moved, seconded by Mr. Kruzel that the Regular Meeting Minutes of January 10, 2017 be approved. A vote by **show-of-hands 6-0-1** passed with Mr. Regnier abstaining.

Mr. Kruzel moved, seconded by Mrs. Thurston that the Regular Meeting Minutes of January 27, 2017 be approved. A vote by **show-of-hands 5-0-2** passed with Mr. Regnier and Mrs. Thurston abstaining.

14. APPROVAL OF ACCOUNTS PAYROLL - None

15. CORRESPONDENCE AND COMMUNICATIONS - None

16. AUDIENCES - None

17. EXECUTIVE SESSION - None

18. ADJOURNMENT

Mrs. Thurston moved, seconded by Mr. Kruzel to adjourn the Regular Meeting of February 14, 2017.

All ayes, motion passed unanimously.

Meeting stood adjourned at 8:12 PM.

Tina LeBlanc
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary

**BOARD OF EDUCATION
SPECIAL MEETING MINUTES
FEBRUARY 15, 2017**

A special meeting of the Enfield Board of Education was held in the Alcorn Professional Development Conference Room located 1010 Enfield Street, Enfield, CT on February 15, 2017.

1. **CALL TO ORDER:** The meeting was called to order at 6:32 PM by Walter Kruzel.
2. **FIRE EVACUATION ANNOUNCEMENT:** Walter Kruzel announced the fire evacuation announcement.
3. **PLEDGE OF ALLEGIANCE:** Walter Kruzel
4. **ROLL CALL:**

MEMBERS PRESENT: Raymond Peabody, Lori Unghire, Tina LeBlanc, Tim Neville, Stacy Thurston and Walter Kruzel

MEMBERS ABSENT: Rich Regnier, Vin Grady and Tom Sirard

ALSO PRESENT: Dr. Schumann, Superintendent and Mr. Christopher Drezek, Deputy Superintendent

5. **CONTINUE DISCUSSION AND ACTION IF ANY, REGARDING ADOPTING THE FY2017-18 BUDGET:**

Dr. Schumann reviewed the requested budget items from the February 14th meeting that Board members wanted additional information on. The matrices requested were sent out to Board members today. He also distributed the January 18, 2017 enrollments, and the elementary instruction time allotments.

Mr. Neville asked about tuition for pupil magnet line item. Dr. Schumann stated this is for students that have been placed or attend a magnet school out of our district. Mr. Drezek added that we still need to pay for their SPED services even though they are at a magnet school. Dr. Schumann added that Hartford will pay for the Hartford students needing SPED services that attend school here in Enfield. There is a negotiated rate that is used.

Mrs. LeBlanc asked if we do an assessment or do we use what they come with. Dr. Schumann stated we will follow the IEP unless additional services are needed. We would then need to hold a PPT meeting.

Mrs. LeBlanc asked what will happen if one of our students at a magnet school needs additional services. Dr. Schumann stated they would hold a PPT meeting. When a student is placed by DCF in another district, we are the NEXUS and are responsible financially for the student.

Mrs. LeBlanc stated that parents have commented that they are going to CREC schools for SPED services and we are still paying for these services. This frustrates her.

Mr. Peabody asked about magnet costs and SPED costs and shouldn't they all be included together. Dr. Schumann stated some of the costs are combined. We have students placed all over the state.

Dr. Schumann stated our technology plan from 2015 is still in place. We are waiting to receive the new guideline for the 2017 technology plan. Mr. Neville added we will need to complete

this. Some of grants require a technology plan. Dr. Schumann added we will need to make a new technology plan for 2017-18.

Dr. Schumann reviewed the number of certified, non-certified, nursing and para staff per each school and department with Board members.

Mr. Neville would like to receive a clear definition about what the elementary counselors do and would like this to be included in the budget book. The public needs to understand what they are doing at the elementary level. Mr. Peabody agreed with this. We need to educate the public. They are not just guidance counselors at the elementary level. They are counselors.

Mr. Peabody asked about the reduction of staff or layoffs at the K-2 level. Dr. Schumann stated we will have a reduction of 1.5 staff. Positions have been eliminated but no one has been terminated.

Mr. Neville asked if the 10 month coordinators teach. Dr. Schumann their role is an administrator and they do not teach more than .4.

Mr. Peabody asked about the Student Success Academy position. Dr. Schumann stated this is a stipend position.

Mr. Neville thanked Dr. Schumann for this information. The matrices received do not give him the information he is looking for. The ones we received before could give you detailed information. He is looking for reading and remedial sections. He believes this can be done using the master scheduler.

Dr. Schumann will look into this. We are using a new system and no one knew how to generate this.

Mr. Neville appreciated receiving the updated enrollment information.

Mr. Peabody asked about a utilization report. Mr. Neville added classroom performance would be helpful showing how many students are taking AP classes, reading classes, etc.

Mr. Neville would like to discuss the final numbers that are needed for the budget report we need to present to the Town Council. When do we need to present this to them? Dr. Schumann stated February 28th.

Mr. Neville is not looking to make any cuts. Our bargaining units have worked very hard with us. May or June may dictate things differently. We are looking at 18% for insurance costs. There are too many uncertainties and unknowns. Once we make a cut, it will not come back. This budget is reasonable.

Mr. Peabody asked about retirements. Dr. Schumann stated we have received 6 and we plan for 10 retirements. The amount in the budget book reflects 10 retirements.

Dr. Schumann spoke with the Town Manager today. They are planning to use 15% for insurance costs. We can adjust this line item from 18% to 15% for a reduction of \$302,745.

Mr. Neville does not want to go to 15% if it doesn't take care of the fund. Dr. Schumann stated we are still looking at vendors. They are comfortable that there is enough to pay for the cost of the insurance premiums and replenishing the fund. They always start conservatively and then scale back. He does not know what the actual costs are.

Mr. Neville would like to defer this to Mrs. LeBlanc. We don't want to go back to where we were. Is there is a guarantee. Dr. Schumann stated the Town Manager is confident with what

they are telling him. Mr. Neville asked if this is a self-insured fund. Dr. Schumann is not sure. The committee will make their recommendation.

Mr. Neville stated we should have some say in this. There was also supposed to be a policy. Dr. Schumann stated the policy will come after. They are looking at policies now. Mrs. LeBlanc added the policy will be looked at in May. We need to go through a budget season first and have a clear clean fiscal process of how the claims were processed. Then we will look at the policy in May.

Mr. Neville stated once the committee makes a recommendation, who will decide this? Mrs. LeBlanc stated the Town Council and Board will need to decide. Dr. Schumann added we are a major player in this. Mrs. LeBlanc added that she gave her opinion on this to the committee. Numbers were discussed and she is hopeful that the final number will be lower than 15%.

Dr. Schumann stated we receive a number in November. The Town Manager receives a number in March and then we will all know the May number. Mrs. LeBlanc added based on the 15% number, she feels this is for a self-insured number.

Mr. Peabody asked if we could look at the retiree numbers and the insurance reduction number from the proposed budget. Dr. Schumann stated the Board can reduce the budget using the 15% insurance number. The retiree number has already been reduced. You can reduce the budget by \$302,745.

Mr. Peabody stated we need to decide by our next meeting what we want to present to the Town Council.

Mr. Peabody asked about the 6 behavioral specialist and their roles. Dr. Schumann stated they will implement and train staff on our PBIS protocols and software use. They will work with families and students setting up behavioral plans. The cost is 1 fte. in each elementary school. There is also \$32K under training in professional development and the training will be provided by SERC.

Mr. Neville asked about the technology hardware. Dr. Schumann stated there is a line item in the budget for technology hardware for the Chromebooks needed for Science for \$6K. Mr. Peabody added the issue is from the software needing to be used on a Chromebook.

Mr. Neville thought this should be included in the technology requests. We also have the 6 iPads for PE. Are there any other technology items that are needed? Dr. Schumann believes this is all of them. He added that we are responsible for the software and IT is responsible for the hardware.

Mr. Neville stated we have discussed at Curriculum meetings where are we going with technology. Dr. Schumann stated the IT department is working on this and are hopeful to have this in place for May. Mr. Peabody added that there are applications that can look at each device on your system like Apple Harvest and SMS.

Mr. Neville would like to know what items we have and what our refresh plan is. Mr. Peabody added this was discussed at the last ITPC meeting. Dr. Schumann stated the administrator lease is being looked at by the Town Attorney. Once this is approved, we will begin to purchase and roll out the new Administrator machines. We will need to find ways to purchase the machines we are using in the classrooms. We do not have a refresh plan for these machines. We will need to look for grants. The Town will manage them but we need to purchase them.

Mr. Neville stated at some point, we will need an inventory list. Mr. Peabody added this is a work in progress and will be done. Dr. Schumann added that Mr. Russell is looking to have something in place that is 95-99% accurate in late spring.

Mr. Peabody asked for clarification regarding ITPC line item. Dr. Schumann stated that is for the IT staff, leases, hardware, servers and network maintenance.

Mr. Peabody thought we were not going to be charged for the network. This should be an in-kind service. He is looking for an updated MOU agreement. Dr. Schumann stated we are paying for our cellphones, we pay for our portion to run the network and IT employee salaries. We are paying \$750K and the total IT cost is around \$4 million. Mr. Peabody added this is an area if the IT line item was broken down, we could see what we are actually paying for. Dr. Schumann will get the Board of the IT budget to review.

Mr. Neville thought the MOU would break these items out. We were going to update this. Was this ever updated? Dr. Schumann does not believe changes were made. We have all been getting along nicely and working together cooperatively. Mr. Neville would like this to be documented. Dr. Schumann stated he can discuss this at the ITPC monthly meeting.

Vice Chairman Kruzel and Mr. Neville agreed that Dr. Schumann can discuss this at the next meeting.

Mr. Neville would like to know if any Board member would like to discuss what we will present to the Town Council. He has expressed his opinion about not making any cuts to the budget.

Mr. Peabody does not believe we can present the budget as is, based the financial times we are facing. He agrees with what is in the budget and the initiatives. They will give us a number and we need to know what the impact of any reductions to these new initiatives would be. What can be pushed off until next year? We need technology. We might need to target growth areas. There are some areas we cannot reduce. We need to look at a reasonable increase. We need to look at programs to keep our schools going in the right direction.

Mr. Neville does not want to make any cuts. He does not want to cut any programs, initiatives or AP classes. The items in the budget are needed. What are the impacts if we do not replace technology items? Which ones are needed for our curriculum?

Mr. Peabody does not want to reduce any staff numbers. Our bargaining units have worked with us. We need to look at the impact for any technology reductions. What do we take out in order to pass a reasonable budget? He has asked parents to come to meetings to fight for us.

Vice Chairman Kruzel stated we can reduce our budget for the insurance line item from 4.98% to 4.53%.

Mr. Neville asked if Mr. Peabody has a number he is looking for? Our budget is currently at \$71,074,732. Mr. Peabody stated he is looking to get closer to \$70 or \$69 million. We are looking at multiple reductions from the state that will be passed onto the Town and us.

Mrs. LeBlanc will not vote for any decreases even knowing what the state is predicting. Any reduction will undermine what we have done with our school system.

Mr. Peabody agrees with Mrs. LeBlanc about cutting our budget. There is no fluff in our budget. He will not vote for a zero percent increase.

Mrs. Thurston asked if we can present the Town Council with a 4.53% budget and let them decide. A lot of us do not want to make any cuts. Let them tell us what the number is. Mrs. LeBlanc added that we have never presented any budget since she has been a Board member with what the Superintendent has asked for.

Mr. Neville stated that he could look at reducing the 5 iPads for PE. Anything else would be cutting programs and staffing. We have done the work. He feels a 4.53% budget is justifiable.

Mr. Peabody stated this budget has value added to it. We are all in agreement but we need to have a contingency plan for where we may end up.

Mrs. Unghire also agrees to present a 4.53% budget.

Vice Chairman Kruzal would like to discuss this with our caucuses.

Mr. Peabody added that we could go forward with a 4.53% budget and vote on this tonight. We are all in agreement and want to support Dr. Schumann's efforts.

Dr. Schumann stated you have a majority of the Board present tonight. It sounds like you are ready to vote.

Mr. Peabody stated he could vote on this tonight. We would still need to continue to sharpen our pencils.

Mr. Neville is frustrated waiting for all Board members to be present. He has pushed for these budget discussions. He is ready to vote on this tonight. He wished we had a full house at tonight's meeting.

Board members were in agreement to vote on this tonight. Vice Chairman Kruzal asked for a brief recess.

Recess:

Mr. Peabody moved, seconded by Mr. Neville for a brief recess. A vote by **show of hands 6-0-0** passed unanimously.

All Board members agreed to a brief recess at 8:00 PM. Board members returned at 8:06 PM.

Mr. Peabody moved, seconded by Mr. Neville that the Enfield Board of Education reduce the insurance line item by 3% and present a 4.53% Budget to the Town Council.

A vote by **roll call 6-0-0** passed unanimously.

6. BOARD MEMBER COMMENTS:

Vice Chairman Kruzal stated we all did a good job tonight.

7. ADJOURNMENT:

Mrs. Thurston moved, seconded by Mrs. Unghire to adjourn the Special Meeting of February 15, 2017.

All ayes, motion passed unanimously.

Meeting stood adjourned at 8:08 PM.

Tina LeBlanc
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary

**BOARD OF EDUCATION
SPECIAL MEETING MINUTES
FEBRUARY 28, 2017**

A special meeting of the Enfield Board of Education was held in the Board Conference Room located at 27 Shaker Road, Enfield, CT on February 28, 2017.

1. **CALL TO ORDER:** The meeting was called to order at 6:30 PM by Chairman Sirard
2. **PLEDGE OF ALLEGIANCE:** Chairman Sirard
3. **FIRE EVACUATION ANNOUNCEMENT:** Chairman Sirard announced the fire evacuation announcement.
4. **ROLL CALL:**

MEMBERS PRESENT: Rich Regnier, Ray Peabody, Lori Unghire (arrived at 7:12 PM), Walter Kruzel, Tim Neville, Stacy Thurston and Tom Sirard

MEMBERS ABSENT: Vincent Grady and Tina LeBlanc

ALSO PRESENT: Mr. John Coccia, Chief Personnel Officer; Mr. Christopher Drezek, Deputy Superintendent; Board Attorney Jared Lucan and CSEA Union Representative Joanna James

5. **PRESENTATION AND DISCUSSION RELATED TO CSEA/SEIU LOCAL 760 GRIEVANCE**

Board Attorney Jared Lucan reviewed the process for the grievance hearing.

CSEA/SEIU Local 760 union representative Joanna James presented each grievance.

6. **EXECUTIVE SESSION:**

Mr. Neville moved, seconded by Mrs. Thurston to enter into a non-meeting.

A vote by **show-of-hands 6-0-0** passed unanimously.

The Board remained in the Board Conference Room for the non-meeting session portion of the meeting. Mr. Coccia, Mr. Drezek and Attorney Lucan joined the Board in Executive Session per Chairman Sirard's request.

Mrs. Unghire arrived at 7:12 PM.

No Board action occurred while the Board was in Executive Session.

7. **ACTION IF ANY, RELATED TO COLLECTIVE BARGAINING**

Mr. Neville moved, seconded by Mr. Kruzel that the Enfield Board of Education denies CSEA grievance #17,499 for Eula Ruffin heard by the Board on February 28, 2017, on the grounds that the grievance is untimely, and that the union failed to establish any provision of the collective bargaining agreement having been violated.

A vote by **roll-call 6-0-1**, with Mrs. Unghire abstaining, the grievance failed and is therefore denied.

Mrs. Thurston moved, seconded by Mr. Kruzel that the Enfield Board of Education denies CSEA grievance #17,500 for Ramila Panchal heard by the Board on February 28, 2017, on the grounds that the grievance is untimely, and that the union failed to establish any provision of the collective bargaining agreement having been violated.

A vote by **roll-call 6-0-1**, with Mrs. Unghire abstaining, the grievance failed and is therefore denied.

Mr. Kruzel moved, seconded by Mrs. Thurston that the Enfield Board of Education denies CSEA grievance #17,501 for Karen Colwell heard by the Board on February 28, 2017, on the grounds that the grievance is untimely, and that the union failed to establish any provision of the collective bargaining agreement having been violated.

A vote by **roll-call 6-0-1**, with Mrs. Unghire abstaining, the grievance failed and is therefore denied.

Mr. Kruzel moved, seconded by Mrs. Thurston that the Enfield Board of Education denies CSEA grievance #17,502 for Samantha Smith heard by the Board on February 28, 2017, on the grounds that the grievance is untimely, and that the union failed to establish any provision of the collective bargaining agreement having been violated.

A vote by **roll-call 6-0-1**, with Mrs. Unghire abstaining, the grievance failed and is therefore denied.

Mr. Neville moved, seconded by Mrs. Thurston that the Enfield Board of Education denies CSEA grievance #17,503 for George Marusak heard by the Board on February 28, 2017, on the grounds that the grievance is untimely, and that the union failed to establish any provision of the collective bargaining agreement having been violated.

A vote by **roll-call 6-0-1**, with Mrs. Unghire abstaining, the grievance failed and is therefore denied.

8. ADJOURNMENT

Mrs. Thurston moved, seconded by Mr. Kruzel to adjourn the Special Meeting of February 28, 2017.

All ayes, motion passed unanimously.

Meeting stood adjourned at 7:27 PM.

Tina LeBlanc
Secretary
Board of Education

Respectfully Submitted,

Chris Drezek, Deputy Superintendent

**BOARD OF EDUCATION
SPECIAL MEETING MINUTES
MARCH 7, 2017**

A special meeting of the Enfield Board of Education was held in the Board Conference Room located at 27 Shaker Road, Enfield, CT on March 7, 2017.

1. **CALL TO ORDER:** The meeting was called to order at 6:30 PM by Chairman Sirard
2. **PLEDGE OF ALLEGIANCE:** Chairman Sirard
3. **FIRE EVACUATION ANNOUNCEMENT:** Chairman Sirard announced the fire evacuation announcement.
4. **ROLL CALL:**

MEMBERS PRESENT: Ray Peabody, Walter Kruzel, Tina LeBlanc, Tim Neville, Stacy Thurston and Tom Sirard

MEMBERS ABSENT: Rich Regnier, Vincent Grady and Lori Unghire

ALSO PRESENT: Mr. John Coccia, Chief Personnel Officer; Mr. Christopher Drezek, Deputy Superintendent; Dr. Jeffrey Schumann, Superintendent; Board Attorney Jared Lucan and CSEA Union Representative Joanna James

5. **PRESENTATION AND DISCUSSION RELATED TO CSEA/SEIU LOCAL 760 GRIEVANCE**

Board Attorney Jared Lucan stated we are here today to consider the three intuitional grievances brought by the Union on behalf of members of the bargaining unit. The first grievance #17,507 relates to grievance procedures. The second grievance #17,508 relates to union activity. The third grievance #17,509 relates to information request. These three grievances were originally filed at level two of the contractual grievance process. The Union did not meet with Mr. Coccia on the dates and times offered by Mr. Coccia. Accordingly, the Union has not provided a basis for its grievances.

Board Attorney Mr. Lucan stated that we are also here to consider one grievance #17,495 related to the termination of an employee Bonnie Ares. Again, the Union did not meet with both Ms. Carroll and Mr. Coccia regarding the Ares matter.

Board Attorney Mr. Lucan further stated that on March 2, 2017 the Union's representative, Joanna James was notified that the Board level grievance filed by the Union would be heard by the Board on March 7, 2017 at 6:30 PM. Today at 10:53 AM, Ms. James contacted Mr. Coccia and indicated that the Union was unavailable to discuss the grievances tonight. Prior to today, the Union had not indicated that it was unavailable for the special meeting noticed for tonight.

6. **EXECUTIVE SESSION:**

Mrs. LeBlanc moved, seconded by Mr. Neville to enter into a non-meeting.

A vote by **show-of-hands 6-0-0** passed unanimously.

The Board remained in the Board Conference Room for the non-meeting session portion of the meeting. Mr. Coccia, Mr. Drezek, Dr. Schumann and Attorney Lucan joined the Board in

Executive Session per Chairman Sirard's request.

No Board action occurred while the Board was in Executive Session.

7. ACTION IF ANY, RELATED TO COLLECTIVE BARGAINING

Mr. Peabody moved, seconded by Mrs. Thurston that the Enfield Board of Education denies CSEA, Local 2001 grievance #17,507 received by the Board on February 27, 2017 heard by the Board on March 7, 2017 on the grounds that it is untimely, without merit, was filed to arbitration before being heard by the Board and because the Union failed to appear at the hearing or present any evidence to establish a violation of any specific term of the collective bargaining agreement.

A vote by **roll-call 6-0-0**, passed unanimously and the grievance is therefore denied.

Mr. Peabody moved, seconded by Mrs. Thurston that the Enfield Board of Education denies CSEA, Local 2001 grievance #17,508 received by the Board on February 27, 2017 heard by the Board on March 7, 2017 on the grounds that it is untimely, without merit, was filed to arbitration before being heard by the Board and because the Union failed to appear at the hearing or present any evidence to establish a violation of any specific term of the collective bargaining agreement.

A vote by **roll-call 6-0-0**, passed unanimously and the grievance is therefore denied.

Mrs. Thurston moved, seconded by Mr. Kruzel that the Enfield Board of Education denies CSEA, Local 2001 grievance #17,509 received by the Board on February 27, 2017 heard by the Board on March 7, 2017 on the grounds that it is untimely, without merit, was filed to arbitration before being heard by the Board and because the Union failed to appear at the hearing or present any evidence to establish a violation of any specific term of the collective bargaining agreement.

A vote by **roll-call 6-0-0**, passed unanimously and the grievance is therefore denied.

Mrs. Thurston moved, seconded by Mr. Kruzel that the Enfield Board of Education denies CSEA, local 2001 grievance #17,495 received by the Board on February 23, 2017 and heard by the Board on March 7, 2017 on the grounds that it is without merit as there was just cause to terminate the grievant Bonnie Ares and the Union failed to appear at the hearing or present any evidence to the contrary and because it is untimely.

A vote by **roll-call 6-0-0**, passed unanimously and the grievance is therefore denied.

8. ADJOURNMENT

Mrs. Thurston moved, seconded by Mr. Kruzel to adjourn the Special Meeting of March 7, 2017.

All ayes, motion passed unanimously.

Meeting stood adjourned at 6:57 PM.

Tina LeBlanc
Secretary
Board of Education

Respectfully Submitted,

Chris Drezek, Deputy Superintendent