

**New Hartford Public Schools
TOWN OF NEW HARTFORD, CONNECTICUT
BOARD OF EDUCATION
REGULAR MEETING MINUTES
Tuesday, December 6, 2016 at 7:00 PM
Antolini School – Multi-Purpose Room
80 Antolini Road, New Hartford, Connecticut**

PRESENT: Josh Adams, Jen Benaitis, Staci Cull, Cindy Duval, Karl Hermonat, Penny Miller, Mary Misiorski, Pat Spaziani and Jen Zenuh; Superintendent of Schools Brian Murphy.

ABSENT: None.

1. CHAIR TO OPEN MEETING:

Chairman Jen Benaitis called the meeting to order at 7:01PM.

2. CHAIR SELECT ORDER OF BUSINESS:

Ms. Benaitis noted that review of the agenda item pertaining to *Fluoride Rinse Program (5141.204)* would be taken up prior to the review of *Business and Non-Instructional Operations/Student Data Protection and Privacy (3520.13)* under *Reports: Policy Review*.

3. OLD BUSINESS:

A. Building Project Update.

Superintendent of Schools Brian Murphy reported that Building Committee Chairman Bud Butler will address the Board at the January, 2017 regular meeting to provide an update on the Antolini School building project.

4. SUPERINTENDENT'S REPORT:

A. First Aid/CPR Training.

Mr. Murphy reported that the district's bus drivers will be receiving training on First Aid and CPR on Thursday, December 8, 2016. He acknowledged the efforts of Bob Diorio for leading this training. Additionally, Mr. Murphy reported that the tutors and secretarial staff will be recertified, too.

B. Staff Meetings/Open House.

While not mandated but in an effort to foster good communication, Mr. Murphy noted that staff meetings, occurring between both certified and non-certified staff and himself, began last spring. These will resume next week, at which point any concerns of staff will be addressed then, according to Mr. Murphy. He reported that an additional Open House, welcoming parents and the community at wide, will also be scheduled for this Spring.

C. Superintendent's Newsletter.

Mr. Murphy noted that a Superintendent's newsletter highlighting programs and activities in New Hartford will also be sent out electronically to all parents prior to the holiday vacation.

Finally, Mr. Murphy reported that a new student, identified with needs that require outplacement and transportation, has transferred into the district, resulting in a significant unanticipated increase to the budget. The increase from this point in the school year to the end of the 2016/2017 academic calendar year will result in \$95K of unanticipated costs. Discussion ensued.

MOTION: Ms. Spaziani, Ms. Misiorski second, to direct Superintendent Murphy to send a letter to the Board of Finance reporting this situation; unanimously approved.

5. CONSENT AGENDA:

A. Approval of Minutes – November 15, 2016.

MOTION: Mr. Adams, Ms. Misiorski second, to approve the November 15, 2016 Minutes; unanimously approved.

Ms. Miller questioned the costs associated with a custodian from Antolini School being pulled to work at Central Office in Town Hall. Mr. Murphy reported that no additional costs are incurred as part of this, explaining that the custodian is performing extra cleaning duties at Central Office for two hours once monthly. In response to an inquiry from Ms. Miller as to why this practice has been occurring, Mr. Murphy explained that while he deems the work of the Town Hall custodian as excellent, his office has found a need for this more extensive, comprehensive cleaning.

MOTION: Mr. Adams, Ms. Spaziani second, to approve the Expenditure Report; unanimously approved.

6. COMMUNICATIONS TO THE BOARD OF EDUCATION:

Ms. Benaitis referenced an email she had sent to the Board canceling the scheduled December 15, 2016 CABE meeting as she deemed it important that this meeting occur at a time when the full Board can attend. Additionally, she noted a request made to add a second public comment opportunity to meetings. Ms. Benaitis reminded the Board that this was in conflict with the recommendation received from CABE. Finally, Ms. Benaitis addressed concerns raised regarding school being held on Veteran's Day. She noted that the State has mandated that the district go to a regional schedule, resulting in flexibility within the calendar of only five (5) days. Ms. Benaitis cited this as the primary reason as to why this district has chosen to align with NWR7 regarding holding school on Veteran's Day but noted that the district continues to offer programs on this day, acknowledging our nation's veterans.

7. CURRICULUM UPDATE:

A. Sexual Abuse Awareness Prevention Program.

Curriculum Specialist Ericka Sacharko addressed the Board regarding the Sexual Abuse Awareness Prevention Program. Mr. Murphy praised Ms. Sacharko's efforts in meeting the requirements of this new state mandated program. She explained that the district's website contains information on this new program. She noted that it is a scripted program and will include covering the required material in three lessons. Ms. Sacharko reported that those lessons are available to review through accessing the school website.

Ms. Sacharko explained that the reusable curriculum materials resulted in a cost of approximately \$1100. With regards to the number of hours to create and implement this program, all staff had one hour of professional development time in October for this purpose. An additional hour of professional development time in February will be utilized for this purpose, according to Ms. Sacharko.

Additionally, Ms. Sacharko reported that this district has been continuing to work with the other feeder districts into NWR7 to use the same online curriculum.

8. OPPORTUNITY FOR PUBLIC COMMENT:

Maria Moore of 104 Town Hill Road requested that the Enrollment Projection Analysis provided by Milone and MacBroom be available to parents and the wider community through emails that the Town sends out.

Tom Buzzi of 651 Niles Road questioned whether the Sexual Abuse Prevention Program is indeed a state mandate. Mr. Murphy confirmed that it is required of the District to offer this program.

Alicia Krickstone of 90 Niles Road questioned whether the District has a policy to handle a lockdown drill that occurs while students could be outside during recess.

9. REPORTS:

A. Adhoc Committee Update.

Mr. Hermonat reported that the Adhoc Committee met last week to review the Milone & MacBroom report. He noted that another meeting is scheduled for December 15, 2016 at which time Milone & MacBroom will formally present the report. A question and answer session will occur at this meeting, according to Mr. Hermonat.

B. Policy Review.

i. Fluoride Rinse Program (5141.204).

Ms. Misiorski reminded the Board that while their policies are reviewed and adopted, regulations receive only a review and approval. She noted that the Fluoride Rinse Program is a stand-alone regulation and all that is required is a notification from Mr. Murphy. Mr. Murphy explained that the Fluoride Rinse Program fell under the Standing Orders Policy but noted that CABA (Connecticut Association of Boards of Education) has advised that regulations do not require the Board's approval but that CABA also advised that he follow procedures of the past in terms of implementing regulations. He agreed with Ms. Misiorski in that regulations relate to the operations of the schools, which falls to the Superintendent.

It was agreed that the Board would follow the procedure outlined in their Bylaws in that Board members will be notified when regulations are changed or added.

ii. Business and Non-Instructional Operations/Student Data Protection and Privacy (3520.13).

This policy was reviewed and discussed. Ms. Duval agreed to revise some of the language. The policy will be reviewed and discussed again at a future meeting.

iii. Sexual Abuse Prevention and Education Program (5145.511).

This policy was reviewed. At which point parents are notified when abuse is suspected was discussed.

C. Personnel and Negotiations.

Ms. Spaziani reported that negotiations were continuing the day following this meeting.

10. NEW BUSINESS:

MOTION: Ms. Miller, Ms. Spaziani second, to discuss Professional Development Days; unanimously approved.

Ms. Miller questioned whether all staff are included in Professional Development Days. Mr. Murphy explained that by contract, the paraprofessionals have two full days and four hours throughout the school year. Ms. Miller questioned how many PD days are available for the other staff. Mr. Murphy explained that there are six: two before school begins for the year, one in October, one in November, one in January, and one in February of each year. Ms. Miller questioned whether the tutors get to choose which PD day to attend or whether they are assigned. Mr. Murphy explained that the tutors are assigned a specific PD day.

A. Discussion and possible action concerning the employment of the school nurses. (Discussion proposed for Executive Session).

MOTION: Ms. Spaziani, Ms. Misorski second, to enter into discussion and possible action concerning the employment of the school nurses; unanimously approved.

The Board entered into Executive Session at 8:19PM. The Board came out of Executive Session at 8:30PM.

MOTION: Ms. Spaziani, Ms. Zenuh second, to accept the following:

- a two-year agreement with Marie Kitch as a school nurse at 2.5% for two years (2016-2017 and 2017-2018);
- a two-year agreement with Christine A. Holland as a school nurse @2.5% for two years (2016-2017 and 2017-2018); and
- a one-year agreement with Marie Bate as a school nurse @2.5% for one year (2017-2018);

Motion passed with Ms. Spaziani, Mr. Adams, Ms. Misorski, Mr. Hermonat, Ms. Zenuh, and Ms. Benaitis voting aye while Ms. Miller and Ms. Duval were opposed.

11. ADJOURNMENT:

MOTION: Ms. Duval, Ms. Spaziani second, to adjourn at 8:38PM; unanimously approved.

**Respectfully submitted,
Pamela Colombie
Recording Secretary**