

Pending BOE Approval

**Watertown Board of Education
Regular Meeting Minutes**

Meeting Date: April 27, 2015
Meeting Time: 7:30 p.m.
Meeting Place: Lecture Hall, Watertown High School

Members Present: Ms. Leslie Crotty, Chairman
Mr. Tom Lambert, Vice Chairman
Mr. Ray Nardella, Secretary
Mr. Victor Vicenzi
Mr. Jim Gambardella
Ms. Janelle Wilk
Ms. Cathie Rinaldi
Ms. Josephine Cavallo-Rosa
Mr. Donato Orsini

Members Absent: None

Others Present: Dr. Bridget Carnemolla – Superintendent of Schools
Ms. Emma Karpinski – Student Council Representative
Ms. Jill Browne – Business Manager

A. Convene Regular Meeting – 7:30 p.m.

A moment of silence was taken to honor Joyce Dufresne.

B. Salute to the Flag

C. Roll Call – Ms. Davidson

D. Minutes

Agenda Item: D.1
Subject: Minutes of the April 13, 2015 Regular Board of Education Meeting

Motion Presented By: Mr. Nardella

Motion Seconded By:	Mr. Lambert
Text of the Motion:	I move that the Board of Education approve the minutes from the April 13, 2015 Board of Education Regular Meeting.
Discussion:	None
Opposed:	None
Abstained:	Mr. Nardella
Vote:	Motion Passes

E. Report from Student Council Representative – Emma Karpinski

At John Trumbull, students had their first Math Night with 22 teacher volunteers guiding over 400 students, parents, and siblings through math activities. Second graders built Power Towers that were stacking cups piled as tall as possible.

At Judson, Dr. Carnemolla visited Judson last week. On May 4th, 4th grade students will take a trip to the Science Center.

In Polk, Smarter Balanced Assessments took place at Polk last week, and occurred at John Trumbull and Judson, too. A team of Polk teachers attended training on Designing Appropriate Behavioral Supports.

Swift students spent last Thursday fixing up storefronts along Main Street for Mrs. Gorski's 7th grade social studies class' 'Our Community' project. 6th grade students were able to meet children's author Avi over a Skype call last week. They were able to ask questions about the writing process and novels Avi had written.

And at the High School, 8th grade band students joined the high school band and choir students for a concert last week. AP Testing for the high school begins May 4th and continues until May 15th. Massachusetts College of Pharmacy and Health Sciences will be visiting May 27th to present on medical careers for May's Career of the Month, and the Paul Mitchell Institute will visit for June's Career of the month, cosmetology.

F. Superintendent's Recommendations and Report

1. Appointments (Information Only)

- a) Ms. Mary Metcalfe to the position of Title 1 Tutor for John Trumbull Primary School, effective April 23, 2015 to June 16, 2015, three (3) hours per day, five days per week at a

rate of \$16.00 per hour.

- b) Ms. Laura Wortman to the position of Long-Term Substitute Teacher for Watertown High School effective, April 23, 2015. She will be paid the substitute rate for the first 10 days of \$75.00 per hour and on the eleventh day; the rate will change to \$226.44 (Step 2) of the WEA Contract.

2. **Presentation**

Ms. Meghan Robinson, Executive Director, youth Service Bureau, will provide an update on the Juvenile Review Board process.

Ms. Robinson – Began her presentation by discussing what the JRB is. It is collaboration between the public school system, the police officers, and the community. It is a way to divert youth away from the juvenile court system. If a child under the age of 18, comes in the content of police officer the police officer can then make a decision on whether or not to issue a summons to this child which would ultimately send them into the court system. If they are suggested to the JRP they are able to keep it within the community. There are several members who sit on this board from the community, the educational system, the police officers and the juvenile review board. There are many people will meet with this child to create a diversion, or an educational opportunity, to keep this child out of the court system. The objectives of the JRB are to get the child to admit responsibility for their actions, as they are not allowed to be in front of the JRB they don't admit responsibility, and it also empowers the families because he keeps it within the community. It also allows for much more personal care to these children. The JRB will decide what an adequate diversion is for the child. This is a voluntary program, something the families have to agree upon. It is not forced upon them. The families do have the choice of the JRB or the court system. Some of the possible diversions may be: counseling, positive youth activities, to interviews, write an essay, letter of apology, all of which are based on the action committed. (There are many more listed in the power point.) They will have a case manager that works directly with the family versus being one of many that a probationary officer might have.

The JRB's goal is also to prevent negative outcomes. If the child ends up in the court system it can provide a negative self image for that child or also, a negative reputation. This process is also faster and much more efficient. In order to be eligible for the JRB, the child must be under the age of 18, it must be their first criminal offense, and you can't have been referred to them previously. A child can be referred by a police summons, a school, a police officer or the family.

At the end of the program, if they are not successful or not doing what was suggested, they can be sent back up to juvenile court. If they do complete the program they will be released without a juvenile record. Some of the offenses are, but are not limited to, vandalism, minor offensive larceny, minor drug possession, etc.

Some of the people on the JRB are a psychologist, a school counselor, our town manager, probation officer, or police liaison, as well as Donna Rochester. The JRB is

ultimately overseen by the Youth Service Bureau. The counseling will be funded through grants at this point.

Dr. Carnemolla – Noted that this came into fruition very quickly because of the funds that came through and a mock case had to be handled by the end of June. She also made clear that the school district policies are not changed at all. It may change a practice in an area with an example being a student referred to the court system for an issue such as truancy. So instead of referring to the court system we can, in fact, refer to the JRB. Dr. Carnemolla noted that she is not on the JRB as it is a conflict of interest. It gives us, as a school board, another option for our students to comply with things that are otherwise be a violation of the law. Another example would be a small possession of drugs, whereas we would not be the ones to refer to the JRB, the police officer would be. This will also help the town keep an eye on our youth and help our children get a result we would like instead of going through the court system. It was also noted, once again, that any juvenile who finishes this program will have no juvenile record.

3. Discussion Regarding the Update to the Graduation Requirement Policy

Dr. Carnemolla – We met as a curriculum subcommittee and then Mr. Jones presented the update to the program of studies to the Board of Education. This evening, we need to be able to close the loop because the approval of the program of studies is one piece of the process. That is already in effect in the school for the coming year, as this is the time of year were the courses are chosen and the scheduling is done. However, we also have a Board of Education policy that stipulates are graduation requirements. If you look to what the proposed requirements are, they begin to affect the class of 2016-2018. You can see that the credits gradually go up each year. These have all been taken into consideration for the budget standpoint. All the changes conform with the federal act for educational reform. Of course, it is also a best practice for reform in the long run to get students to take more credits. Ms. Crotty clarified that nothing has changed since Mr. Jones presented last month and all this does is change the policy we've already approved.

4. Superintendent's Report

Dr. Carnemolla – Just a few updates for this week. We began Smarter Balanced assessments in grades three through eight and that is been going well with the small exception of some technology issues. This is due to the age of the equipment and our infrastructure. We are hoping to work through this in the coming year's budget. Our leadership team has begun to develop the family survey and we would minister this to our families and may across the district. The survey is an important data collection tool for us that addresses school climate and learning goals so that we, as the Board of Education and the schools, can continue to set goals that are set by the data that the

survey will bring back to us. Ms. Crotty and I went to the Rotary club meeting where they honored our teachers the year, Judy White. There were office hours with community about the library on Wednesday and I did get a chance to see a couple of parents. On Thursday afternoon I was able to visit our students from Swift Middle School who were painting a storefront as part of the revitalization of Main Street. We've heard a lot of great feedback about this project.

Another point of information is at the Swift graduation this year will be held at Watertown high school, not at Swift Middle School. This is due mostly to the heat that is pretty much unbearable and the Swift Middle School gymnasium where there is no air conditioning. Although it may get warm here, at least the high school gymnasium is air-conditioned. We are working on some logistics for that as this is our first time doing it. I visited Judson and I also visited Polk on Thursday although they were shorter visits this week, as we had so many other things going on.

We also had secretary's week this week and I would like to take a moment to officially recognize them at the Board of Education. We are so lucky to have the secretaries that we have across this district. They are the face, voice, eyes, ears, and representatives of our district and for me is the superintendent. I'm very cognitive of the work that the secretaries do both at central office and in our schools.

G. Award Recognition

- a) The Board of Education would like to congratulate and recognize the following students from Swift Middle School, for their community efforts. The students painted and planted shrubs in front of two storefronts on Main Street, Watertown, on April 16, 2015, this was part of a World Geography Project.

The participating students are:

Alexander Barnosky	Amy Lindstrom
Vincenzo Basile	Erina Piri
Gillian Calabrese	Jack O'Donnell
Luke Calabrese	Alyssa Santangeli
Samantha Crotty	Elizabeth Schweyer
Shana Crotty	Julia Spagnoletti
Kaitlyn Tran	

- b) The Watertown Board of Education wishes to congratulate the following students chosen by their principals to receive the Connecticut Association of Boards of Education (CABE), Student Leadership Award. Leadership is a quality that is hard to define, but is critical to our society. CABE Student Leadership Awards program.

Julia Spagnoletti, Swift Middle School
Nicholas Pietrorazio, Swift Middle School

Maureen Pflomm, Watertown High School
Ryan Nolan, Watertown High School

- c) The Watertown Board of Education would like to honor the Parent Teacher Organization (PTO), for their outstanding services to the school community. They have created strong working relationships with parents and teachers, in support of our students. Their volunteer efforts planning activities, events, fundraisers and much more is greatly appreciated. We sincerely thank you all for your hard work and dedication to our schools.

John Trumbull Primary School

- Julie Hayes, Co-President
- Shelley Lauer, Co-President
- Mary Metcalfe, Co Vice-President
- Samantha Dunbar, Co Vice-President
- Kim Calabrese, Co Vice President

Judson Elementary School

- Carrie O'Connell, President
- Mindi Davidson, Vice President

Polk Elementary School

- Lisa Pocesta, Co-President
- Jennifer Geise, Co-President
- Amy Slattery, Vice President

Swift Middle School

- Kellie Lambert, President
- Katie Consalvo, Vice President

Watertown High School

- Katie Consalvo, President
- Monica Nolan, Vice President

H. Budget Summary

Ms. Browne – Began with a power point presentation of the line item transfers needed to balance the budget. Back in July, you will remember, that we cut almost 1.1 million from our budget. We were shaving from the district supply lines from every school. And then, two months into the school year, we froze that line. We would like to address that by transferring \$70,000 at this time. Likewise, \$30,000 and the custodial supply line.

Separate, but going into the same object, is \$6000 into the custodial supply line which is the provision for the ratified contract for the custodians. Each employee received a stipend earlier this month. Even though the contract was just ratified, the contract was predated that July 1, 2014. This was not budgeted for last year because it came through contract negotiations we are trying to figure out a way to pay it to this year's budget. A total of \$65,855 from the construction projects and we see this line run over throughout the year and some of the things we should be to this, the contract and repair maintenance line, are HVAC repair and maintenance, some electrical repair, send maintenance throughout the district, some glass repair, weather related

issues, snow removal, etc. Looking forward, into next year we feel we have budgeted more realistically by looking at five-year expenditure in this area and we hope to rectify that moving forward. Ms. Browne then went through some final slides to discuss and show line item transfers within the individual schools. At this point, this is always see the need to do but we may be back each month until year-end to balance out all of the year and codes and line items. Mr. Lambert asked how we handle the contract services for our HVAC systems. Ms. Browne replied that is a work in progress and that it is not all-inclusive. We've been working with our HVAC servicer to try to schedule where our maintenance in-house people can work with his guys as they come in so that we can replace the filters and address that throughout the schools in a more cost-efficient way. They may not always be able to happen because of another pressing issue in a building, but we are also working to have a building wide maintenance address in next year's contract. It is a work in progress.

Dr. Carnemolla noted that a big piece of the budget that she is trying to solidify this maintenance contracts because of all of the things that were stated by both Mr. Lambert and Ms. Browne.

I. Public Participation

None

J. Committee Reports

Curriculum and Instruction Committee, Mr. Ray Nardella, Chair – No

Policy and Labor Committee – Ms. Leslie Crotty, (Acting Chair) – No

Budget and Finance Committee – Mr. Tom Lambert, Chair – No

A reminder for everyone to get out to vote on May 12th.

Facilities/PBC/Operations Committee, Mr. Tom Lambert, Chair – No

Governance and Community Engagement Committee, Mr. Ray Nardella, Chair-No

K. Communications – Secretary

None

L. Report from the Board Chair

No Chair report tonight.

M. Action Items – Adoption of Items to be Approved by Consent

Agenda Item: M.1
Subject: Consideration to Approve the Item Transfer of Funds for the 2014 – 2015 Budget

Motion Presented By: Mr. Lambert
Motion Seconded By: Ms. Wilk

Text of the Motion: Madame Chair, I move that the board approve of the proposed item transfer of funds for the purpose of balancing the 2014-2015 budget.

Discussion: None

Opposed: None
Abstained: None
Vote: Motion Passes

Agenda Item: M.2
Subject: Consideration to Approve the Changes in Policy to the Graduations Requirements at Watertown High School

Motion Presented By: Ms. Wilk
Motion Seconded By: Mr. Vincenzi

Text of the Motion: Madame Chair, I move that the board approve of the proposed changes to Policy 5045 to reflect the new graduation requirements at Watertown High School.

Discussion: None

Opposed: None
Abstained: None
Vote: Motion Passes

Agenda Item: M.3
Subject: Consideration of the Approval of the Acceptance of a Gift

Motion Presented By: Ms. Rinaldi
Motion Seconded By: Mr. Nardella

Text of the Motion: Madame Chair, I move that the board accept a donation from an anonymous donor in the amount of \$1000.00 toward the Watertown High School Activity Fund. It is recommended that a letter of thanks be sent to the donor for their generous donation.

Discussion: None
Opposed: None
Abstained: None
Vote: Motion Passes

N. Future Agenda Items and Board Members' Comments

Mr. Lambert: Tuesday, May 12 is the date for our town wide referendum. Residents will have a chance to vote for a budget that will improve both the school and town budgets while keeping our taxes at a reasonable rate. This budget will keep up the great work that our police and fire departments accomplish by protecting and serving every resident 365 days a year, day and night. The town is adding more money for fixing and repaving our roads which is always a high priority. The school budget has addressed the critical need for lower class sizes by adding kindergarten teacher and adding a grade 3 teacher at Judson Elementary school. This budget has finally added one social worker for the entire district in order to address the emotional, social, and traumatic events in the everyday lives of our students. This move will actually save the district \$17,000 by moving away from hiring part-time professional services at \$77,000 and hiring our own full-time social worker at \$60,000. This budget will discontinue the student activity fees and reinstate high school freshman baseball and boys and girls basketball programs. Our district has been actively in pursuit of grant dollars and has been awarded \$366,803 to upgrade our security in our schools. We have also received \$46,590 for computer upgrades. This year the efforts of our school district will continue by making sure that students attending our schools are residing in Watertown and Oakville. This budget is fair and respectful to the needs of our town and our school district. Please vote on Tuesday, May 12 in our town wide referendum.

Ms. Rinaldi - We've heard a lot about how passing the 2015 – 2016 budget is important because of all the increases in mandate to special education. Passing this budget is also crucial to the regular education population. In our elementary and middle school classes, you can find teachers preparing lessons that may have to accommodate up to four different learning levels at

once. Not only does this take hours of planning beyond the contracted school day and various resources that are not always readily available, it is very difficult when you have a class of 27, 28, or even 29 students. Our secondary schools offer elective classes to give our students the chance to branch out pass their core academic classes. These choices give students the chance to explore different opportunities that may enhance a career path. Elect this can range from woodworking, foods, photography, technology, or more complex academic classes. Besides sports, we are fortunate that all of our schools provide extracurricular clubs that incorporate different varieties of interests: plays, here leaders, link crew..... Just to name a few. As an educator, I know how important it is to maintain smaller class sizes to comedy all learning levels to ensure all students a rigorous education. I also know that electives and after school clubs give students another opportunity to discover interests that will help the mix on the future. It is imperative for the 2015 – 2016 budget passes in order for Watertown to keep class sizes to a minimum and to be able to continue to offer a range of programs so all of our students may thrive in whatever path they choose to select.

Dr. Carnemolla – Noted that we say what we usually say about anonymous donation, that we want to send a letter of thanks, and in this case we can't as it was anonymous. She went on record and publicly thanked the donor on behalf of the Board of Education. The money will be used at the high school in the student activity fund specifically for an activity that the high school is planned for the students who completed their capstone project this year. For the first time the seniors have completed a capstone project in this donation will allow Mr. Jones the administrators of the high school to put together that activity for them. Also, while I meant to mention this earlier, thank you to Mrs. Mecca for volunteering to be the first school that brought the art here to the high school. This is an idea we talked about a few times already and Mrs. Mecca graciously volunteered to be the first school that would, but the art up and I believe she did it herself. Thank you on behalf of the board, to all of the students at John Trumbull.

Ms. Wilk – Thanked Dr. Carnemolla again for all the hard work that she did on the budget and hopes that everyone what to vote on May 12. It is very, very important for our town and our school systems.

Ms. Crotty – Added that she wholeheartedly agrees with Mr. Lambert and Ms. Rinaldi's thoughts on this year's budget. I would also like to mention when the students who received the CABE leadership award were here earlier it was Mr. Jones's intention to be here, however he is in a NEASC visit for upcoming evaluation and he had to be there instead. She really did want to be here this evening for the students.

O. Public Participation

None

P. Executive Session

Agenda Item:

P.1

Subject: To Go Into Executive Session

Motion Presented By: Mr. Nardella
Motion Seconded By: Mr. Lambert

Text of the Motion: Madam Chair, I move that we move into Executive Session for the purpose of discussing the Superintendent's evaluation. Attending the Executive Session are Don Orsini, James Gambardella, Josephine Cavallo – Rosa, myself, Ray Nardella, Dr. Bridget Carnemolla, Leslie Crotty, Tom Lambert, Vic Vincenzi, Janelle Wilk and Cathie Rinaldi.

Discussion: None

Opposed: None
Abstained: None
Vote: Motion Passes

Q. Regular Session

The meeting went back into Regular Session at 10:42 p.m.

R. Adjournment

Agenda Item: R.1
Subject: To Adjourn the Meeting

Motion Presented By: Mr. Nardella
Motion Seconded By: Mr. Lambert

Text of the Motion: Madam Chair, I move that we move adjourn the meeting

Discussion: None

Opposed: None
Abstained: None
Vote: Motion Passes

The meeting adjourned at 10:43 p.m.

Respectfully Submitted,

Mindi Davidson
Recording Secretary

Ray Nardella
Secretary of the Board