

**REGIONAL SCHOOL DISTRICT NO. 16**  
**Board of Education Meeting**  
**August 15, 2018**

<b>BOARD MEMBERS PRESENT:</b>	<u>Weighted Vote Per Member</u>
<i>Beacon Falls</i>	
Priscilla Cretella	.7
Erik Dey	.7
<i>Prospect</i>	
Nazih Noujaim	1.3
Roxann Vaillancourt	1.3
Robert Hiscox	1.3

**STAFF MEMBERS PRESENT:** Michael P. Yamin, Superintendent  
Pamela Mangini, Dir. of Finance & Business Operations  
Matthew Brennan, Director of Technology  
Kurt Ogren, Principal WRHS  
Michele Raynor, Curriculum Director

**I. CALL TO ORDER**

The Board of Education Meeting was called to order at 7:06 p.m. at District Office, Prospect, CT.

**II. PLEDGE OF ALLEGIANCE TO THE FLAG**

**III. RECORD OF MEMBERS PRESENT**

The roll was called and a quorum was present.

**IV. APPROVAL OF MINUTES**

Minutes of July 18, 2018 Board of Education Meeting (Ex. I)

A MOTION was made by Nazih Noujaim and SECONDED by Roxann Vaillancourt to approve the minutes of the July 18, 2018, Board of Education Meeting (Ex. I).

**ALL IN FAVOR** (weighted vote totals 5.3) **18-169**

**V. TOWN OFFICIAL COMMENT**

**VI. PUBLIC COMMENT**

Note: *The BOE will not reply to comments made at a meeting. However, either the Superintendent or Board Chair will respond to a concern within five business days.*

A MOTION was made by Nazih Noujaim and SECONDED by Roxann Vaillancourt to Add Action Item 7 to the agenda, “Act to award bid for Integrated Flat Panels (IFP)”.  
**ALL IN FAVOR** (weighted vote totals 5.3) **18-170**

**VII. CORRESPONDENCE**

**VIII. TREASURER’S REPORT**

Mr. Noujaim read the report as follows:

Balance in General Fund as of 8/15/18:	\$8,867,869.75
Tonight’s invoices total:	\$2,004,040.55
General Fund:	\$2,003,690.55
Federal and State Grants:	\$0.00
Adult Ed, Other Grants, Athletic Fund:	\$350.00

**IX. STUDENT REPRESENTATIVE REPORT** (Bayan Galal, Emma Flaherty)

**X. EXEMPLARY PEOPLE AND PROGRAMS**

1. WRHS DECA Club – Outstanding Service Project Award 2017-2018.  
A certificate was sent to recognize the above.

**XI. REPORT OF SUPERINTENDENT**

A. **Superintendent’s Update**

1. Administrators’ Retreat – 8/20/18.  
Mr. Yamin commented briefly on the plans which include going over highlights, policies, a seminar on accountability, a book read and a working luncheon with secretaries.
2. Belize trip.  
Mr. Yamin spoke in support of the trip for this year, but he recommended becoming affiliated with a travel agency and that it would have to conform with Board policy in future years.
3. Summer maintenance update at schools.  
Mr. Yamin briefly updated the Board on the condition of each of the buildings.
4. Update on Alternative Education at Annex.  
This project has been completed.

Mr. Yamin added the WRHS auditorium lighting is in excellent condition, and interviews were conducted for armed security guards in which two have so far accepted positions.

B. **Action Items**

1. Act to accept letter of resignation of WRHS PE teacher. (Ray Donaghy)

A MOTION was made by Priscilla Cretella and SECONDED by Nazih Noujaim to accept letter of resignation of WRHS PE teacher Raymond Donaghy, effective July 26, 2018. **ALL IN FAVOR** (weighted vote totals 5.3) **18-171**

2. Act to accept letter of retirement of LRMS PE teacher. (Marla O'Connor)

A MOTION was made by Erik Dey and SECONDED by Nazih Noujaim to accept letter of retirement of LRMS PE teacher Marla O'Conner, with thanks for her service, effective October 1, 2018.

**ALL IN FAVOR** (weighted vote totals 5.3) **18-172**

3. Act to appoint Assistant Principal for WRHS for 2018-2019.

A MOTION was made by Priscilla Cretella and SECONDED by Nazih Noujaim to appoint Ryan Mackenzie as Assistant Principal for WRHS, starting with the 2018-2019 academic year.

**ALL IN FAVOR** (weighted vote totals 5.3) **18-173**

4. Act to approve new certified hires for 2018-2019. (J. Razz, S. Adams & K. Dunn)

A MOTION was made by Priscilla Cretella and SECONDED by Nazih Noujaim to hire Jamie Razz as 1.0 FTE Kindergarten Teacher at LLEs at MA, Step 5, \$53,272.

**ALL IN FAVOR** (weighted vote totals 5.3) **18-174**

A MOTION was made by Priscilla Cretella and SECONDED by Nazih Noujaim to hire Shaelyn Adams as 1.0 Special Education/Resource Room Teacher at PES at MA, Step 4, \$52, 217. **ALL IN FAVOR** (weighted vote totals 5.3) **18-175**

A MOTION was made by Priscilla Cretella and SECONDED by Nazih Noujaim to hire Kate Dunn as 1.0 Special Education (LRMS)/Alternative Education Teacher (Annex at District Office) at MA, Step 4, \$52, 217.

**ALL IN FAVOR** (weighted vote totals 5.3) **18-176**

5. Act to approve transfer request for 2018-2019, as presented.

A MOTION was made by Priscilla Cretella and SECONDED by Nazih Noujaim to approve transfer request for 2018-2019, as presented.

**ALL IN FAVOR** (weighted vote totals 5.3) **18-177**

5. Act to approve restated 403(b) plan pursuant to Section 403(b) of the Internal Revenue Code.

A MOTION was made by Priscilla Cretella and SECONDED by Erik Dey to approve restated 403(b) plan pursuant to Section 403(b) of the Internal Revenue Code.

**ALL IN FAVOR** (weighted vote totals 5.3) **18-178**

7. Act to award bid for Integrated Flat Panels (IFP).

A MOTION was made by Nazih Noujaim and SECONDED by Roxann Vaillancourt to award the bid for Integrated Flat Panels (IFP) to Valley Communications Systems in the amount of \$333,689.78.

C. **Director of Finance and Business Operations Report**

Mrs. Mangini briefly highlighted some items from her report including the following: status of ongoing audits, continuation of health fairs and continuing as a mentor with CASBO.

D. **Old Business**

Math Task Force Committee to present at all open houses in fall 2018.

**LLES:** Sept. 9, 2018, 6:30 p.m.

**PES:** Sept. 13, 2018, 5:00 p.m. (K-2); 6:30 p.m. (3-5)

**WRHS:** Sept. 17, 2018, 7:00 p.m.

**LRMS:** Sept. 24, 2018, 6:30 p.m.

E. **New Business**

LLES girls lockers to be looked at.  
Additional Belize information.

F. **Items to be discussed at future BOE meetings**

Math Task Force recommendations for 2018-19.

G. **Information Items**

Mr. Yamin informed the Board that the PAC (Parent Action Council) reviewed the revised athletic handbook and agreed the changes make it more consistent for both middle school and high school.

**XII. REPORT OF COMMITTEES**

1. Personnel and Negotiations Committee
2. Facilities and Transportation Committee
3. Curriculum Committee
4. Policy Committee
5. Public Communications
6. Technology Committee
7. Recognition Committee
8. Liaisons:
  - a. Schools
  - b. Wellness Committee
  - c. Professional Development Committee: **Meetings 4th Monday of each month, District Office, 3:30 p.m.**
  - d. 2COM  
RSD 16 respect/kind initiative.

**XIII. ADJOURNMENT**

A MOTION was made by Nazih Noujaim and SECONDED by Roxann Vaillancourt to adjourn the Board of Education meeting of August 15, 2018 at 7:49 p.m.  
ALL IN FAVOR (weighted vote totals 5.3)

Board Secretary,

Christine Arnold

*These minutes are subject to Board approval.  
Submitted by Kelly Blum, Board Clerk*