

**REGIONAL SCHOOL DISTRICT NO. 16**  
**Board of Education Meeting**  
**May 23, 2018**

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

**STAFF MEMBERS PRESENT:** Michael P. Yamin, Superintendent  
Pamela Mangini, Dir. of Finance & Business Operations  
Steve Martoni, Director of Facilities

**I. CALL TO ORDER**

The Board of Education Meeting was called to order at 7:02 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 May 7, 2018, District Meeting (Ex. I)

A MOTION was made by David Rybinski and SECONDED by Daisy Laone to approve minutes of May 7, 2018, District Meeting (Ex. I).

**ALL IN FAVOR** (weighted vote totals 6.6) **18-106**

Minutes of May 9, 2018, Board of Education Meeting (Ex. II)

A MOTION was made by David Rybinski and SECONDED by Daisy Laone to approve minutes of May 9, 2018, Board of Education Meeting (Ex. II).

**ALL IN FAVOR** (weighted vote totals 6.6) **18-107**

**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.*

**VII. CORRESPONDENCE**

1. Memo re State of CT passed budget.
2. Superintendent's May 16<sup>th</sup> letter re storm damage.
3. Letter from Beacon Falls parents re LLES teacher.
4. Superintendent's May 17<sup>th</sup> letter re storm update.

**VIII. TREASURER'S REPORT**

Mr. Noujaim read the report as follows:

Balance in General Fund as of 5/23/18:	\$10,261,629.20
Tonight's invoices total:	\$760,370.11
General Fund:	\$760,335.11
Federal and State Grants:	\$35.00
Adult Ed, Other Grants, Athletic Fund:	\$0.00

**IX. STUDENT REPRESENTATIVE'S REPORT** (Anna Witkowski, Bayan Galal)  
The report tonight was shared by Bayan Galal.

**X. EXEMPLARY PEOPLE AND PROGRAMS**

2018 Jr. National Honor Society Achievement Award Recipients:  
Isabella Cybulski, Emily Laput, Abigail Messina, Gavin Moffat, Anna Nichols  
All of the above were honorably recognized for their achievements and were presented with certificates.

**XI. REPORT OF SUPERINTENDENT**

Mr. Yamin added the following to his report:  
DMG started with \$75,000 analysis of how the District is performing with at risk students.

Also, at the Facilities Meeting storm damages were discussed. Currently, the Region is accumulating estimates to see if a claim will be made. Damages are estimated at approximately \$100,000.

The following items were discussed in a different order.

**A. Superintendent's Update**

1. Change in high school hours.  
This decision will be held until the June 13, 2018 Board Meeting.
2. Out-of-country field trips.  
A brief discussion took place regarding the options that the District has moving forward. It was decided that new restrictions may need to be added and the policy

would have to be rewritten. It was highly recommended that out of country trips be handled through EF Tours. Mr. Yamin took a poll to see how Board members felt and the majority were in support of the above so that these trips can still remain an option.

3. Last day of school in Region 16; graduation date for WRHS & promotion dates.  
It was proposed that the last day of school for the elementary and middle schools would be June 25, 2018. The middle school promotion ceremony to be held on June 21, 2018 at 6 p.m., and the high school would hold graduation on Friday, June 22, 2018 at 6 p.m.
4. Bid waiver M.J. Daly for Energy Management System at WRHS.
5. WRHS Building Management System (BMS).
6. WRHS/LRMS duct cleaning.  
Items 4,5 and 6 were all combined. Quotes were received from two companies. It is being recommended that the bid waiver will be waived to award the work to MJ Daly.
7. Fire panel replacements LRMS/LLES.  
Need to be replaced. Has been approved and quotes are available.
8. Requirements for Alternative Education.  
The Board was given a copy of new requirements while Mr. Yamin further explained. New options about moving forward were discussed which involved renovating the Annex.

**B. Action Items**

1. Act to extend employment contract for Carissa Richardson, Math Lab Teacher at WRHS for the 2018-2019 school year.

A MOTION was made by David Rybinski and SECONDED by Nazih Noujaim to approve to extend employment contract for Carissa Richardson, Math Lab Teacher at WRHS for the 2018-2019 school year at the contractual salary rate.

**ALL IN FAVOR** (weighted vote totals 6.6) **18-108**

2. Act to accept letter of retirement of WRHS English teacher. (Gail Pells)

A MOTION was made by David Rybinski and SECONDED by Daisy Laone to approve to accept the letter of retirement of Gail Pells, English teacher at WRHS, effective June 30, 2018.

**ALL IN FAVOR** (weighted vote totals 6.6) **18-109**

3. Act to accept letter of retirement of LRMS Spanish teacher. (Alice Tarantello)

A MOTION was made by Robert Hiscox and SECONDED by David Rybinski to approve to accept letter of retirement of LRMS Spanish teacher, Alice Tarantello, Effective June 30, 2018.

**ALL IN FAVOR** (weighted vote totals 6.6) **18-110**

4. Act to waive bid requirement for renovation work at bathrooms in the annex and allow Superintendent and Business Director to approve work in relation to the annex up to \$50,000 without bid approval after reviewing three quotes.

A MOTION was made by Roxann Vaillancourt and SECONDED by David Rybinski to approve to waive bid requirement for renovation work at bathrooms in the annex and allow Superintendent and Business Director to approve work in relation to the annex up to \$50,000 without bid approval after reviewing three quotes.

**ALL IN FAVOR** (weighted vote totals 6.6)

**18-111**

Mr. Hiscox suggested the need to change the policy for bid purchasing

5. Act to set last day of school in Region 16; graduation date for WRHS & promotion dates.

A MOTION was made by Erik Dey and SECONDED by David Rybinski to approve to set last day of school in Region 16 for elementary and middle schools as June 25, 2018, and last day for high school as June 22, 2018. The middle school promotion ceremony will be June 21, 2018 at 6 p.m. and the high school graduation will be June 22, 2018 6 p.m.

**ALL IN FAVOR, except Nazih Noujaim, who Opposed.**

**MOTION PASSES** (weighted vote totals 5.3)

**18-112**

6. Act to approve CES as the commissioning agent for AC improvements at WRHS.

A MOTION was made by Daisy Laone and SECONDED by David Rybinski to approve CES as the commissioning agent for AC improvements at WRHS.

**ALL IN FAVOR** (weighted vote totals 6.6)

**18-113**

7. Act to approve transfer of funds for the 2017-18 fiscal year.

A MOTION was made by Daisy Laone and SECONDED by David Rybinski to approve transfer of funds for the 2017-18 fiscal year.

**ALL IN FAVOR** (weighted vote totals 6.6)

**18-114**

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

Ms. Mangini's report was made available online. Ms. Mangini added that per Board policy all object code totals need to not be in deficit and they will be resolved at the June 13, 2018 meeting. In regards to snow removal only one bid was received. Invitations will be sent out to companies and the job will go back out to bid.

D. **Old Business**

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

E. **New Business**

Mr. Noujaim brought up the discussion about changing spring parent/teacher conferences to February instead of April. This will be put on next meetings agenda.

Mr. Rybinski brought up the pole that was knocked down at LLES to see if there was a possibility for compensation. Mr. Yamin will look into it.

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

Mr. Hiscox requested the amount that it cost the towns to go to referendum. The question of generators and what they cover was brought up as well.

G. **Information Items**

1. Coming Attractions, June 2018, were in the BOE packets.
2. Invitations to the Long River Middle School Kindness Event were distributed.
3. Mr. Yamin acknowledged 4th grader Colby Sizer for suggestions with extended days due to recent storm.

H. **Enrollment** (Ex. III)

May 2018 report in BOE packets.

**XII. REPORT OF COMMITTEES**

1. Personnel and Negotiations Committee
2. Facilities and Transportation Committee: **Meeting tonight, D.O., 6:15 p.m.**
3. Curriculum Committee: **Next Meeting June 13, 2018, WRHS, 5:45 p.m.**
4. Policy Committee: **Next meeting June 13, 2018, WRHS, 5:45 p.m.**
5. Public Communications
6. Technology Committee
7. Recognition Committee: **Recognize retiring teachers, 6/13 WRHS, 6:30 p.m.**
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 –
  1. RSD 16 respect/kind initiative.

A MOTION was made by Daisy Laone and SECONDED by David Rybinski to move to Executive Session at 8:04 p.m. to discuss the Superintendent's contract and other personnel contracts.

**ALL IN FAVOR** (weighted vote totals 6.6)

**18-115**

*The Board came out of Executive Session at 9:15 p.m.*

A MOTION was made by David Rybinski and SECONDED by Nazih Noujaim to approve the Superintendent's employment contract for three years (July 1, 2018 - June 30, 2021). **ALL IN FAVOR** (weighted vote totals 6.6) **18-116**

A MOTION was made by Roxy Vaillancourt and SECONDED by Erik Dey to approve the non-union District Office increases for 2018-2019, as written.  
**ALL IN FAVOR** **18-117**

### **XIII. ADJOURNMENT**

A MOTION was made by Nazih Noujaim and SECONDED by Roxy Vaillancourt to adjourn the May 23, 2018, Board of Education Meeting at 9:18 p.m.  
**ALL IN FAVOR** (weighted vote totals 6.6) **18-118**

Christine Arnold,

Board Secretary

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