

**Revised Minutes**

The Regional School District 13 Board of Education met in regular session on Wednesday, June 7, 2017 at 7:00 PM in the Library at Coginchaug Regional High School, 135 Pickett Lane, Durham, Connecticut. Board members present: Mr. Augur (arrived late), Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino.

Board members absent: Mrs. Flanagan, Mrs. Petrella and Dr. Taylor.

Administration present: Dr. Veronesi, Superintendent of Schools and Mr. Russell, Interim Business Manager.

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Administrator's Welcome - Debra Stone**

Ms. Stone explained that she had had reservations about running the second largest school in the District and filling Mr. Brough's shoes. They had lots of opportunities for events and programs this year, including a Thanksgiving feast, a talent show, a student participating in the National Geography Bee, students in the state finals of the Invention Convention and many others. She also mentioned that more than 8,500 books were taken out of the Memorial School library this year. Eight authors were published poets this year, the band and choral concerts were robust and more than 350 students were tested in the SBAC testing window in only two weeks.

Ms. Stone also commented that the single most important change was the time and dedication of coaches and administrators to the PLC and the curriculum process. Ms. Stone described that fear makes us think harder, act faster and consider a multitude of possibilities and she is incredibly proud of Memorial School's year. She thanked the Board of Ed and fellow administrators.

**CRHS Reporters**

Sam Marteka reported that the Senior Picnic was held on June 2<sup>nd</sup> at High Meadow in Granby. He described the events at the picnic and explained that it gave the students a last chance to be together as well as meet new people from other high schools. Reflecting on his time in the District 13 community, he stated that he is very grateful to have been in a place where the teachers, administrators and the Board are so passionate for the students. He also highlighted Mr. McCarthy, his Latin teacher, and his passion in the classroom as well as his friendship. Sam will be attending Syracuse University next year, studying sports analytics, and thanked the Board for the opportunity to report to them all year.

Lauren Donnelly reported on the Scholarship Awards that were held last week, where 192 scholarships were given out worth over \$111,000. She thanked the Scholarship Committee for all their hard work. Reflecting on her four years here, she felt that she had been surrounded by great classmates, great teachers and great coaches. Lauren highlighted Mme. Cashore, her French teacher, who was not only an incredible teacher, but also tried to teach everyone how to be a better person. Lauren felt that she would not be as prepared for Elmira College next year if it were not for the staff that she's had from kindergarten to 12<sup>th</sup> grade. She explained that it has been an honor to speak to the Board and go to Coginchaug for the past four years.

Emily Leibiger reported on prom night that was held at Fantasia and felt that the food was a highlight. Emily highlighted Ms. Archer, who teaches her UCONN English class, and explained that she has influenced her more than any other teacher she's had because she was an exceptional teacher and also got to know the students as people. Ms. Archer found what interested the class and spoke to them on a personal level. Emily hopes to bring those skills to Northeastern next year where she will be studying electrical engineering with a minor in public policy. Emily then explained that the current group of CRHS reporters chose the students that will report next year.

Danny Turecek introduced himself and explained that he is the class president of the junior class this year and co-captain of the baseball team. He will be the cross country captain next fall and is a member of the Spanish Honor Society and the National Honor Society. He looks forward to the upcoming school year.

Colleen Coogan is the vice president of class council and is also in National Honor Society as well as Spanish Honor Society. She is also part of Devil Nation News, Hero and acapella, and plays soccer and track. She will be captain of the indoor track team next year.

Doreen DelVecchio is the junior class council secretary and is also part of school council and the French Honor Society. She participates in volleyball and tennis and is very excited to be a part of this group.

Dr. Veronesi asked Sam, Lauren and Emily to come forward and she and Mr. Moore thanked them personally and have them a gift on behalf of the Board of Education.

#### **Public Comment**

None.

#### **Next Board Meeting - June 21, 2017 in the Library at Coginchaug Regional High School**

#### **Approval of Agenda**

Mr. Moore asked for an amendment to the agenda to move item 13, End of year presentation by administration, to become item 8. Mr. Renninghoff made a motion, seconded by Mrs. Boyle, to amend the agenda as noted.

In favor of amending the agenda: Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino. Motion passed.

Mr. Renninghoff made a motion, seconded by Mrs. Boyle, to accept the agenda as amended.

In favor of approving the agenda as amended: Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino. Motion passed.

#### **Approval of Minutes - May 24, 2017**

Dr. Friedrich made a motion, seconded by Renninghoff, to approve the minutes of May 24, 2017, as presented.

In favor of approving the minutes of May 24, 2017, as presented: Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino. Motion passed.

**End of Year Presentation by Administration**

Dr. Veronesi acknowledged the administrative team as the finest group of administrators who are dedicated to students beyond compare, tireless in their support and absolutely willing to develop and grow as professionals.

Ms. Manning hoped that the Board will gain a sense of what they try to do with the students each and every day and explained that the focus of the district is really being coherent and to maintain their focus on areas that drive improvement. Those areas are student achievement, well-being and engagement. They believe that all learning should encourage innovation and inspire educators and students to seek that which enhances, evolves or expands student learning and engaging classroom instruction.

The administrators felt that the best way to present the end-of-year review would be with the administrative team, teachers and students in mind. She then separated the Board members and members of the public in attendance into three groups and explained that there will be two to three administrators in each area to facilitate a conversation. At the end of 10 minutes, the Board members will rotate to the following group. She then also invited members of the public to join the individual groups. (The recording was shut off while the Board participated in the small group interactions.)

Ms. Manning explained that part of what they like the students to do is reflect on their learning and that is done now using technology. Scott Sadinsky then asked the Board members to go to menti.com and go through three questions. The responses then showed on the screen for all to read. Mr. Sadinsky stated that the administrative group will review the answers and get back to the Board with responses. Mr. Sadinsky also echoed the care and commitment of the administrative team.

Mr. Hicks thanked the administrative team for a very engaging hour and stated that he was quite impressed with what was going on in the room and felt that the district is in good hands. Dr. Friedrich had a substantial sense of well-being and Mrs. Boyle also stated that it was an awesome job. Dr. Veronesi stated that this administrative team is making this happen in the district and thanked them all.

The Board then took a short break.

**Communications**

Mr. Moore stated that the MTA graduation will be held on Thursday, June 15<sup>th</sup> if anyone can attend.

Dr. Friedrich reported that he had heard disappointment from spectators at the Memorial Day Parade that none of the school bands marched. He would have liked to have seen some band members march, even without instruments.

Dr. Veronesi also stated that an email had been received from Missy Booth pointing out the substitute teacher coverage or lack thereof and wondered if it was related to the amount of money for substitute teachers. Dr. Veronesi stated that it was very hard for the District to get substitutes.

**Business Manager's Report**

Mr. Russell pointed out the change to the Capital Reserve fund in the financial reports. He had the end-of-year projections and there have been changes, both up and down. Salaries have had the biggest change and not being able to get subs has saved the District money. Employee benefits is the same as last month. Central Office staff discovered that the District has been paying for one bus too many and the bus

company was contacted and a credit has been issued. Revenues are up except for the loss of the transportation grant which was discontinued by the State. The projected surplus is now approximately \$73,000 on the revenue side.

Mr. Russell has also worked on an analysis of general fund surpluses and pointed out that from 2011 on, surpluses went from \$1.4 million to \$1.9 million all the way up until 2015 when it jumped to \$2,250,000. Surpluses have been lowered and, if projections are correct, there will be a fund balance surplus of \$1,354,000 at the end of next year. Part of that is due to tighter budgeting. If the budget comes out with no surplus, the fund balance surplus will go down.

Mr. Yamartino asked if Mr. Russell was anticipating any cash flow issues as the District goes into the new fiscal year. Mr. Russell responded that he does not anticipate any cash flow issues. Mr. Russell did mention that a \$835,000 bond payment is due in July, but salaries do not start until September. He did mention that if the fund balance goes down substantially, they may need to get the money from the towns on a monthly basis.

Dr. Veronesi commented that the anticipated ECS shortfall for the current school year did not happen.

### **Superintendent's Report**

Dr. Veronesi will send the Superintendent's Update in an email, but she briefly mentioned that preliminary planning has been started for STEAM camps on half days. She will present a proposal at the June 21<sup>st</sup> meeting, including possibly three of the six days.

### **Healthy Food Certification**

Mr. Hicks made a motion, seconded by Mrs. Boyle, to continue to participate in the Healthy Food Initiative.

In favor of continuing to participate in the Healthy Food Initiative: Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore and Mr. Yamartino. Mr. Renninghoff voted in opposition. Motion passed.

Mr. Hicks made a motion, seconded by Mrs. Boyle, to allow food exemptions.

In favor of allowing food exemptions: Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino. Motion passed.

### **Acknowledgment of 2016-2017 Retirements**

Dr. Veronesi explained that there have been 11 retirements either at the end of this year or during the course of the year, for a total of almost 200 years of service. Dr. Veronesi acknowledged Kevin Larson, PE teacher at Strong; Nancy Cavanaugh, special education teacher at Lyman; Mary Hallowell, language arts teacher at Strong; Nancy Earls, grades 7/8 ID teacher at Strong; Linda Berry, Director of Curriculum Instruction and Assessment; Kevin Brough, principal at Memorial; Joyce Paresi, nurse at Lyman; Nancy Wells-Cavanaugh, language arts teacher at Memorial; Marilyn Russo, special ed teacher at Memorial; Al Herzog, part-time custodian; and Walter Slomkowski, weekend building checks. Dr. Veronesi thanked them all for their commitment and years to service to District 13.

Dr. Friedrich made a motion, seconded by Mr. Hicks, to officially express the Board's thanks for their years of service.

Mrs. Boyle suggested the retirees be asked to come back to the District as substitutes.

In favor of officially expressing the Board's thanks for the retirees' years of service: Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino. Motion passed.

Mr. Augur arrived at the meeting at 9:10 pm.

### **Korn Information Session Update**

Dr. Veronesi reported that the Korn Information Update Session will be held on Monday, June 12, 2017 at Korn School. Mr. Moore, Mr. Renninghoff, Mrs. Flanagan and Dr. Veronesi have worked on a presentation for the Board of Education in collaboration with Laura Francis who will present for the Town of Durham. There will be a brief overview of the utilization work that led to the closing of Korn School and to attempt to transfer the building to the Town of Durham. Mr. Renninghoff will do an overview of the history of Center School and the transfer to the Town of Middlefield. Mrs. Flanagan will go over a little history of Korn School and improvements that had been made, the potential grant repayment as well as the debt that remains on the school. And then either Mr. Moore or one of the attorneys will review the proposed Memorandum of Understanding.

Mrs. Boyle asked what was being done to promote the meeting other than the postcard that was mailed. Dr. Veronesi stated that it was in the Town Times, Twitter, Facebook, the District's website and a sign outside of Strong School.

Dr. Veronesi also explained that Laura Francis will review pro forma budgets for the operation of the building, the program budget, rental budget and talk about the potential uses and of Korn School as well as potential programming for a community and senior center. Ms. Francis will outline the approval process, including Planning and Zoning and Zoning Board of Appeals. She will also review any renovations and acquisition cost budget.

Mr. Moore explained that the agreement is being drafted between the attorneys and some changes have been made. Dr. Veronesi stated that changes were made as late as today between the Town of Durham and Middlefield with input from the District. Mr. Moore stated that the lawyers have set it up so that the Town of Middlefield will not be a party to the Memorandum of Understanding between the District and the Town of Durham. There will be a separate agreement between Middlefield and Durham and the property will be transferred only to Durham.

Mr. Hicks made a motion, seconded by Dr. Friedrich, to accept the concept of the proposed agreement.

Mr. Yamartino asked if there was any other consideration other than the Tuttle Road property and Mr. Renninghoff felt that that would be between Durham and Middlefield, not the District. It was also understood that a final vote will be taken once the agreement is ready to be signed. Mrs. Boyle asked if the Town of Middlefield was okay with the agreement and Dr. Veronesi stated that Durham's attorney had worked with Attorney Morasutti and came to this agreement. Mr. Renninghoff's only concern was the agreement between Durham and Middlefield, but felt okay if Attorney Morasutti agreed.

In favor of accepting the concept of the proposed agreement: Mr. Augur, Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino. Motion passed.

### **Communication Plan**

Dr. Veronesi suggested the Board talk about this issue at the upcoming meeting.

**New Business****A. Field Trip Request - CRHS**

Dr. Veronesi explained that this is a mixed grade level trip to Quebec City, Canada from Friday, January 26, 2018 until Monday, January 29, 2018 with Mme. Cashore.

Mr. Hicks made a motion, seconded by Mrs. Boyle, to approve the request for the field trip to Quebec City in January, 2018, with the stipulation that due to actions of Homeland Security or other agencies, the trip can be withdrawn at any time.

Mr. Augur suggested that the participants get a passport for this trip.

In favor of approving the request for the field trip to Quebec City in January, 2018: Mr. Augur, Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino. Motion passed.

**Public Comment**

None.

**Anticipated Executive Session - Discuss Superintendent's Evaluation and Contract**

Mr. Hicks made a motion, seconded by Mrs. Boyle, to go into executive session for the purpose of discussing the superintendent's evaluation and contract and that the Superintendent of Schools, Kathryn Veronesi, be invited to participate, as necessary.

In favor of going into executive session: Mr. Augur, Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino. Motion passed.

After returning from executive session, Mrs. Boyle made a motion, seconded by many, to provide a 2 percent raise to the superintendent.

In favor of providing a 2 percent raise to the superintendent: Mr. Augur, Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino. Motion passed.

Mrs. Boyle made a motion, seconded by many, to carry over five unused superintendent vacation days to next year and pay for up to five of her unused remaining vacation days by June 30, 2017. The motion was amended by Mr. Yamartino to indicate the payment of the unused vacation days is due to the extraordinary time needed during this year to close Korn School and the attendant moves associated with the relocation of classes. Amendment was accepted by Mrs. Boyle and many seconds. Motion passed.

In favor of carrying over five unused superintendent vacation days to next year and pay for up to five of her unused remaining vacation days by June 30, 2017. The payment of the unused vacation days is due to the extraordinary time needed during this year to close Korn School and the attendant moves associated with the relocation of classes: Mr. Augur, Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino. Motion passed.

**Adjournment**

Mr. Renninghoff made a motion, seconded by many, to adjourn the regular meeting of the Board of Education.

In favor of adjourning the meeting: Mr. Augur, Mrs. Boyle, Dr. Friedrich, Mr. Hicks, Mr. Moore, Mr. Renninghoff and Mr. Yamartino. Motion passed. Meeting was adjourned at 9:50 pm.

Respectfully submitted,

Debi Waz

Debi Waz  
Alwaz First