

WINCHESTER BOARD OF EDUCATION

Type of Meeting: REGULAR BOARD OF EDUCATION MEETING - MINUTES

Date: TUESDAY, APRIL 10, 2018

Location: P. FRANCIS HICKS ROOM, 2ND FLOOR, TOWN HALL – 7:00 P.M.

Board of Education (BOE) Members (in alphabetical order by last name) = Shana DeVoux, Jamie Duffy, Cheryl Heffernan, Michelle Hintz, Nora Mocarski, Secretary; Doug Pfenninger, Chairman; Alexandria Propfe, Christine Royer

- Call to Order
- Pledge
- Roll Call
 - Present: Shana DeVoux, Jamie Duffy, Cheryl Heffernan, Michelle Hintz, Nora Mocarski, Doug Pfenninger, Alexandria Propfe, Christine Royer, Melony Brady-Shanley, Superintendent, Seamus Cullin, Pupil Services, Nancy O’Dea-Wyrick, Director of Finance & Business, Barbara Silverio, Principal, Pearson School.
 - Absent: None.
- Agenda Review - To add to agenda under “Student’s Reports & Action Items” - As letter “f” to Superintendent's Report & Action Items: Discussion and briefing of the earlier 6pm 4/10/2018 Superintendent's Community Meeting on the topic of bullying.
 - Motion: First: Christine Royer, Second: Cheryl Heffernan. → Unanimous.
- Presentations
 - Friends of Main Street - Donation of \$2000. This was generated from a \$10 from every ticket from the Bubbles and Truffles event.
 - Friends of Main Members, Helen Ruwet Bunnell, Andy Jones, and Fran Delaney presented the Winchester BOE with a \$2000 donation as a 501c3 and stated they were very happy to help the children of the Town of Winchester.
- Recognitions
 - None
- Public Hearing
 - None
- Consent Agenda Items
 - Motion: First: Christine Royer. Second: Michelle Hintz → Unanimous.
- Superintendents’ Reports & Action Items
 - Superintendent’s Report
 - Letter to BOE read by Superintendent Brady-Shanley. [pp. 14-15]
 - Curriculum read
 - Finance read
 - Collaborative with Thomaston and Region #7 - 0% increase and capping at 7.5% for following year.
 - No benefits will change. Just means bigger pool to negotiate for better rates.
 - Financial audit - We received a good report. July 1 financial system to start - online state reporting program.

message in support of kindness and community as we also modeled appropriate behavior. It was a very positive meeting.

- Note: We have come to resolution and have put a plan in place for the specific family on Facebook.
 - Next step: We have developed a bullying form. The WBOE will also add administrative regulations to BOE policy so we have a resource for families. A letter will be sent home to parents this week with forms outlining steps to take if there is a concern. The administration is also working actively with the bus company to prevent bullying as necessary. They are also meeting with families with any concerns that they may have. Going forward, the Superintendent stated that we will listen and do our best to resolve the issue(s). Teacher training to be addressed. We added two positions in the budget to help resolving bullying issues.
 - WBOE Proposal: The WBOE will draft and share a WBOE letter to be delivered to the Gilbert Board that details our disappointment that Gilbert was not present at either meeting despite Superintendent Brady-Shanley's invitations.
 - Letter to be drafted by 4/11/2018 to be delivered to the Gilbert Board on 4/11/2018.
 - Note: The WBOE was pleased with Superintendent's proactive actions including face to face community meeting on Tuesday, April 10, 2018. The Superintendent credits Seamus Cullen and Winchester citizen Mr. Art Melcher for communicating with each other during this process. The Superintendent thanked her administrative team for engaging with the community.
- Board Action Items
 - Acceptance of \$2000 in donations from Friends of Main Street for the Pearson Playground -
 - **Motion:** First: Alex Propfe, Second: Shana DeVoux → Unanimous.
 - Approval of Healthy Food Certification
 - **Motion** to accept as written below (from page 26 of the BOE packet) to comply with Connecticut nutritional standards: First: Christine Royer, Second: Michelle Hintz → Unanimous.
 - "A· Healthy Food Option: Pursuant to C.G.S. Section 10-215f, the board of education or governing authority certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2018, through June 30, 2019. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups."
 - **Motion:** to accept as written below (from page 26 of the BOE packet) to comply with Connecticut nutritional standards: First: Cheryl Heffernan, Second: Christine Royer → Unanimous.
 - "B· Exemption for Food Items: The board of education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that

involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held.”

- Approval to revise 2017-2018 calendar
 - Proposal to 180 days to prevent students from having to come back on 6/25/2018. So that last day be 6/22. To deal with hot days as hot days, 18-22nd. Summer camps sometimes start that week. Note that 180 days is the minimum as required by the State of Connecticut.
 - **Motion** to change the school calendar to 180 days and the last day of school to be June 22, 2018: First: Michelle Hintz, Second: Cheryl Heffernan → Unanimous
- Budget Transfers
 - **Motion**: To recommend budget changes of \$55,000 from “Wages,” to “Facility Maintenance & Repairs,” AND \$25,000 from “Wages” to “Snow Removal,” and \$60,000 from “Magnet Tuition to “OOD Not Excess Cost Eligible” - First: Christine Royer, Second: Cheryl Heffernan → Unanimous.
- Unfinished business
 - None
- New Business Discussion and Possible Action
 - Regarding - Policies #1700 - 5113 in Board of Education Packet:
 - Note: To clarify languages in each policy: The “Town of Winchester,” “Winchester,” “City of Winchester,” and “City of Winsted” and “Winsted” are to mean all the same. However, we are clarifying that the “Town of Winchester” will be written to insure consistent language.
 - To change policy language to state, “Town of Winchester” to include “Winsted, the City of Winsted” where applicable.
 - **MOTION**: to accept policies 1700, 3160, 3321, 3324.1, 4131, 5111, 5112, 5113 with the understanding that the language that the “Town of Winchester” to be applied to all of these policies listed. First: Christine Royer, Second: Jamie Duffy. → Unanimous.
- Executive Session
 - a) Contract Extensions for Pupil Services & Direct of Finances & Business - 3 yr. contracts
 - **Motion** to go into Executive Session at 8:42 pm to discuss Director of Pupil Services and Director of Finance & Business Director proposed contracts.
 - First: Christine Royer, Second: Cheryl Heffernan → Unanimous
 - **Motion** to come out of Executive Session at 9:00pm: First: Chris Royer, Second: Cheryl Heffernan. → Unanimous.
 - **Motion** to approve both the Director of Pupil Services & Direct of Finances & Business contracts
 - **Motion** to approve Director of Finance & Business contract as presented by Superintendent Melony Brady-Shanley: First Michelle Hintz, Second: Alex Propfe → Unanimous.
 - **Motion** to approve Director of Pupil Services contract as presented by Superintendent Melony Brady-Shanley: First, Michelle Hintz, Second Christine Royer, → Unanimous.

- b) Discuss Attorney Client Privileged Communication about Negotiation of Settlement of Certified Personnel Matter.
 - **Motion** to go into Executive Session with Ms. Leander Dolphin and Ms. Nancy O’Dea-Wyrick at 9:05pm. First: Chris Royer, Second: Alex → Unanimous.
 - **Motion** to come out of Executive Session at 9:27 First: Christine Royer, Second: Alex Propfe → Unanimous.
 - **Motion** to authorize the superintendent to negotiate and execute the settlement agreement with Board Council on behalf of the BOE regarding a certified personnel matter.
 - First: Michelle Hintz, Second: Cheryl Heffernan. → Unanimous.
- **Motion** to Adjourn at 9:31pm, First: Chris Royer, Second: Cheryl Heffernan. → Unanimous.