

Colchester School Board

Meeting Agenda and Packet

May 16, 2017

**Colchester School District  
Board of Education Meeting Agenda  
Colchester High School – Media Center  
May 16, 2017  
7:00 PM**

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**Agenda**

- |  |                    |
|--|--------------------|
| <b>I. Call to Order and Pledge of Allegiance</b>                                 |                    |
| <b>II. Citizen Participation*</b>  |                    |
| <b>III. Report from Building Principals</b>                                      | <b>Information</b> |
| <b>IV. CMS Vision Presentation</b>   | <b>Information</b> |
| <b>V. Community Connections and Mental Health Resources Presentation</b>         | <b>Information</b> |
| <b>VI. Second and Final Reading of Naming of Facilities Policy: H7</b>           | <b>Action</b>      |
| <b>VII. Approval of Personnel Consent Agenda</b>                                 | <b>Action</b>      |
| <b>VIII. Approval of Minutes: May 2, 2017</b>                                    | <b>Action</b>      |
| <b>IX. Board/Administration Communication, Correspondence, Committee Reports</b> | <b>Information</b> |
| <b>X. Possible Future Agenda Items</b>   | <b>Information</b> |
| <b>XI. Executive Session to Discuss Administrator Negotiations</b>               | <b>Action</b>      |
| <b>XII. Adjournment</b>  |                    |

**On The Third Tuesday of Each Month\***

During the meeting, the school board will review the top questions and themes submitted to them via email to [SchoolBoard@colchestersd.org](mailto:SchoolBoard@colchestersd.org). Note: All submissions must be received before noon on the third Tuesday of every month.

## COLCHESTER SCHOOL DISTRICT

### **POLICY: NAMING OF FACILITIES**

**DATE ADOPTED:** November 16, 2004

### **PHILOSOPHY**

The Board of Education recognizes that the official name selected for a facility is a vital factor in the public image of the community. The Board is responsible for the naming and renaming of facilities, and portions of facilities, including buildings, grounds, stadiums, athletic fields, annexes, media centers, rooms, etc.

To be considered for this honor, the candidate must have made a significant contribution to the Colchester School District over a long period of time and be of high moral character (or have been, if deceased).

The Board shall make the final decision for the naming of all facilities and retains the right to review the decision at any time. Dedication of a particular facility does not guarantee that the dedication, name or memorial will exist in perpetuity.

Additionally, the Board reserves the rights to withdraw the dedication and remove the memorial in the event that information is revealed concerning an individual or organization, or a situation arises which may cause the memorial or dedication to be inappropriate for district buildings or grounds.

### **STANDARDS AND CRITERIA**

- The names of existing buildings and grounds shall be honored to respect tradition and preserve history.
- Personal prejudice or favoritism, political pressure, or temporary popularity should not be an influence in making a dedication or memorial.
- Consideration for memorials and dedications will only be given to:
  1. Individuals or organizations that have provided significant contributions in whatever form (monetary, time, services, etc.) to the particular School District.
  2. State or national figures.
  3. Geographical features or locations within the School District.
  4. Other considerations will also be given at the discretion of the Board.
- Requests for District funding for purposes of dedications and memorials will be considered. However, funding is not guaranteed and may be subject to limitations.
- Consideration for dedications and memorials will only be given to District owned and controlled buildings and grounds.
- Consideration will not be given to programs, as their existence is indefinite.

Date Warned: October 29, 2004  
 First Reading: November 2, 2004  
 Second Reading: November 16, 2004

- Only after careful scrutiny will consideration be given to individual pieces of buildings or grounds that have already been dedicated or commemorated in attempts to preserve the intent and tribute of the original dedication or memorial.
- The Board recognizes that there are a finite number of buildings and grounds that can be dedicated or utilized for memorials, and will exercise discretion in limiting the use of dedications and memorials to appropriate opportunities.

## **PROCEDURE**

### 1. Committee for Naming Facilities:

- A. If needed, the Superintendent will appoint a committee composed of a minimum of ten members to be inclusive of staff, citizens, parents and students. The committee will make recommendations for naming or renaming a portion of the facility (including buildings, grounds stadiums, athletic fields, etc.) whenever it is deemed desirable.
- B. The Superintendent or designee shall serve as the non-voting chairperson of the committee.
- C. For a request to be forwarded to the School Board, 80% of the committee must vote for approval.
- D. The committee will render its decision to the School Board within 60 days of receiving the request.
- E. The School Board will consider the committee's recommendation within the next two regularly scheduled School Board meetings. The School Board will act upon the committee's recommendation within 45 days of the meeting.
- F. All costs associated with the naming or renaming of the facility shall be borne by the parties requesting the change and must be approved by the Superintendent.

## COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
CHS Room 114A  
Colchester High School Media Center

Tuesday, May 2, 2017  
5:30 p.m. (Executive Session)  
7:00 p.m. (General Session)

### MINUTES (Executive Session)

The Colchester Board of Education held an Executive Session to discuss contract negotiations on Tuesday, May 2, 2017, in CHS Room 114A. Those in attendance were: Board Chair Mike Rogers; Directors: Lincoln White and Craig Kieny; Superintendent Amy Minor; and Business and Operations Manager George Trieb.

*Director Kieny moved to enter Executive Session, seconded by Board Chair Rogers. Director Kieny called the meeting to order at 5:29 p.m. to have a discussion regarding contract negotiations. The motion passed unanimously, 3-0.*

No decisions were made.

*Director White moved to exit Executive Session at 6:41 p.m., seconded by Board Chair Rogers. The motion passed unanimously, 3-0.*

### MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, May 2, 2017, at the Colchester High School Media Center. Those in attendance were: Board Chair Mike Rogers; Directors: Lincoln White, Craig Kieny, and Lindsey Cox; Student Member Jaclyn Cline, Superintendent Amy Minor; Business and Operations Manager George Trieb; Director of Special Education Carrie Lutz; Director of Curriculum & Instruction Gwen Carmolli; Principals Carolyn Millham, Chris Antonicci, and Julie Benay.

There were 4 people in the audience.

#### **I. Call Meeting to Order and Pledge of Allegiance**

Board Chair Mike Rogers called the meeting to order at 7:00 p.m. Board Chair Rogers led in the Pledge of Allegiance.

#### **II. Citizen Participation**

None.

#### **III. Decision on 2018 Costa Rica Trip**

At the last board meeting, three CHS world language teachers presented a travel opportunity to the board. They requested to bring approximately 12 to 18 high school students to Costa Rica during the 2018 April recess. The board engaged in some discussion prior to making a decision. One audience member, who identified herself as a parent, stated that other districts offer more trips and she thinks CSD should allow more opportunity for students to travel. The board expressed concerns that

although the trip is intended to be equitable, the financial amount needed from families will essentially impede that. The board would like to hear what plans and solutions are in place to assist in fundraising to make this trip a possibility for all students. They would also like to explore limiting the overlap between students who are going on the Andros trip from also going on the Costa Rica trip. Overall, the board was supportive of the trip but asked that Superintendent Minor continue working on the documentation needed such as permission slips, forms, policies, procedures and recommendations from attorneys.

***Director Cox moved to approve the 2018 CHS trip to Costa Rica, seconded by Director Kieny. The motion passed unanimously, 4-0.***

#### **IV. Hear Quarterly Financial and Special Education Report**

Director of Special Education, Carrie Lutz, provided the board with a special education report. The report showed a breakdown of staff and out-of-district placements. Ultimately, the numbers are very similar as the last quarterly report. She stated the new model for support staff is working well. They are able to handle the transition of students coming in and out of the district more efficiently. Long term, this model will prove to be more stable with the services CSD is providing.

Business and Operations Manager, George Trieb provided an update on the expenditures and revenues. Should the current spending trend continue, the district would expect a slight surplus of \$154,117.

#### **V. Approval of Consolidated Federal Programs Grant and Assurances**

Director of Curriculum and Instruction, Gwen Carmolli, provided an overview of the Consolidated Federal Programs Grant. Although the district applies every year, she stated this year is unusual because the Federal budget is held up and they have been unable to advise how much money will be available to our district. She states they believe it will be less than last year.

***Director Kieny moved to authorize the Superintendent to sign the attached assurances and submit the Consolidated Federal Program grant, seconded by Director White. The motion passed unanimously, 4-0.***

#### **VI. Approval of Individuals with Disabilities Education Improvement Act-B Assurances**

Director of Special Education, Carrie Lutz, provided an overview of the Individual with Disabilities Education Improvement Act-B Assurances. She also advised that due to the Federal Budget, the district is unsure of the amount of funds that will be allocated to the district.

***Director White moved to authorize the Superintendent to sign the assurances for IDEA-Part B, seconded by Director Cox. The motion passed unanimously, 4-0***

#### **VII. Approval for Purchase of Maintenance Truck**

Business and Operations Manager, George Trieb, requested the board approve the purchase of a new maintenance vehicle. The district currently has five vehicles and the truck they are looking to purchase is very similar to the existing trucks. The new truck would replace a 2004 Chevy that will no longer pass inspection.

*Director White moved to approve the purchase of a new maintenance truck as recommended and to authorize the Business and Operations Manager to execute the necessary documents to make this happen, seconded by Director Cox. The motion passed unanimously, 4-0.*

#### **VIII. Approval for Purchase of IT Equipment**

Business and Operations Manager, George Trieb, requested the board approve the planned and budgeted laptop/chromebook expenditure as part of the district's annual replacement plan for CHS and CMS. There was some discussion from the board about what the district is doing with the old devices. Currently they offered to graduating seniors for \$50 or they are sold to a local second-hand technology distributor.

*Director White moved to authorize the Business and Operations Manager to purchase IT equipment as requested, seconded by Director Cox. The motion passed unanimously, 4-0.*

#### **IX. First Reading of Naming of Facilities Policy: H7**

Superintendent Minor provided the board with the current copy of the Naming of Facilities policy. She stated there is no State or Federal mandate to have this policy, but she believes it has served the district well in the past. She is not initially recommending any changes, just a review of the current policy and attached procedures.

*Director Kieny moved to approve the first reading of Naming of Facilities policy, seconded by Director Cox. The motion passed unanimously, 4-0.*

#### **X. Approval of Personnel Consent Agenda**

The following Personnel Consent Agenda was presented for May 2, 2017.

**PERSONNEL CONSENT AGENDA**

**Board Date: May 2, 2017 Revised**

**Licensed Employees (Teacher/Administrator)**

| <b>Contract Type</b> | <b>First Name</b> | <b>Last Name</b> | <b>Category</b>   | <b>Position</b>                       | <b>FTE/Hours</b> | <b>Building</b> | <b>Agenda Information</b>                     | <b>Person Replacing</b> | <b>Budgeted</b> | <b>Admin Support</b> |
|----------------------|-------------------|------------------|-------------------|---------------------------------------|------------------|-----------------|---|-------------------------|-----------------|----------------------|
| Teacher              | Ashley            | Goodrum          | New Hire          | EEE Special Education Teacher         | 1.0 FTE          | EEE             | Request to Hire                               | Stephanie Duncan        | Yes             | Yes                  |
| Teacher              | Danielle          | Hardy            | New Hire          | EEE Special Education Teacher         | 0.5 FTE          | EEE             | Request to Hire                               | Nancy Smith             | Yes             | Yes                  |
| Teacher              | Sona              | Iyengar          | End of Employment | ELL Teacher                           | 0.5 FTE          | MBS             | Notice of Resignation effective June 30, 2017 |                         |                 | Yes                  |
| Teacher              | Christopher       | King             | New Hire          | Social Studies Teacher, One-Year Only | 1.0 FTE          | CHS             | Request to Hire                               | Rachel Cohen            | Yes             | Yes                  |
| Teacher              | Cory              | Payson           | New Hire          | Physical Education Teacher            | 1.0 FTE          | CMS             | Request to Hire                               | C. Joseph Johnston      | Yes             | Yes                  |
| Teacher              | Nancy             | Smith            | Transfer          | Early Childhood Education Teacher     | 0.5 FTE          | MBS             | Request to Transfer                           | Taylor Gamache          | Yes             | Yes                  |
| Teacher              | Kimberly          | Thibodeau        | New Hire          | Elementary Guidance Counselor         | 1.0 FTE          | PPS             | Request to Hire                               | Greg Kriger             | Yes             | Yes                  |
|                      |                   |                  |                   |                                       |                  |                 |   |                         |                 |                      |
|                      |                   |                  |                   |                                       |                  |                 |   |                         |                 |                      |
|                      |                   |                  |                   |                                       |                  |                 |   |                         |                 |                      |
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|                      |                   |                  |                   |                                       |                  |                 |   |                         |                 |                      |
|                      |                   |                  |                   |                                       |                  |                 |   |                         |                 |                      |

**Non-Licensed Employees (Support Staff), *Informational***

| <b>Contract Type</b> | <b>First Name</b> | <b>Last Name</b> | <b>Category</b> | <b>Position</b>      | <b>FTE/Hours</b> | <b>Building</b> | <b>Agenda Information</b> | <b>Person Replacing</b> | <b>Budgeted</b> | <b>Admin Support</b> |
|----------------------|-------------------|------------------|-----------------|----------------------|------------------|-----------------|---------------------------|-------------------------|-----------------|----------------------|
| Co-Curricular        | Kyle              | Marlow           | New Hire        | JV Boys Soccer Coach |                  | CHS             | Notice of Hire            | Jesus Calderon          | Yes             | Yes                  |

*Director Kieny moved to approve the personnel consent agenda for May 2, 2017, seconded by Director White. The motion passed unanimously, 4-0.*

**XI. Approval of Minutes: April 18, 2017**

*Director Cox moved to approve the minutes of April 18, 2017, seconded by Director Kieny. The motion passed unanimously, 4-0.*

**XII. Board/Administration Communications, Correspondence, Committee Reports**

- Board Spring Retreat set for May 20<sup>th</sup> at 8:00 a.m.
- Facilities Capital Plan for PreK-2
- Board Goals and Work Plan for 2017-2018
- District Initiatives for 2018-2019

**XIII. Possible Future Agenda Items**

- Upcoming Policies (weapons, tobacco, building use)
- May 18<sup>th</sup>: CMS Vision and Goals Presentation
- Transportation and Busing
- Purchases for Next School Year
- CSD Administrator Equity Training

**XIV. Executive Session**

*Director Kieny moved to enter executive session at 7:45 p.m. to discuss the superintendent's evaluation, seconded by Director Cox. The motion passed unanimously, 4-0.*

**XV. Adjournment**

*Board Chair Rogers moved to adjourn at 9:35 p.m., seconded by Director Kieny. The motion passed unanimously, 4-0.*

Recorder:

Board Clerk:

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Meghan Baule  
Communications Specialist

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Craig Kieny  
Board Clerk