

## COLCHESTER SCHOOL DISTRICT

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

Tuesday, April 4, 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, April 4, 2017, in CHS Room 114A. Those in attendance were: Directors Curt Taylor, Craig Kieny, and Director Lincoln White attended via phone; Superintendent Amy Minor; and Business and Operations Manager George Trieb.

*Director Lincoln White moved to enter Executive Session, seconded by Director Craig Kieny. Director White called the meeting to order at 5:30 p.m. to have a discussion regarding negotiations. The motion passed unanimously, 3-0.*

*Board Chair Mike Rogers entered the meeting at 6:14 p.m.*

No decisions were made.

*Director White moved to exit Executive Session at 6:56 p.m., seconded by Director Kieny. The motion passed unanimously, 4-0.*

### MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, April 4, 2017, at the Colchester High School Media Center. Those in attendance were: Board Chair Mike Rogers; Directors: Craig Kieny, Curt Taylor, and Lindsey Cox; 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 2 people in the audience.

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

Board Chair Mike Rogers called the meeting to order at 7:02 p.m. Board Chair Rogers led in the Pledge of Allegiance.

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

None.

#### **III. Hear Nominations for Board Vice Chair and Clerk**

With only three board members present at the last meeting, not all of the nominations could be completed. The Board held nominations for the remaining open seats.

*Director Kienny moved to nominate Lincoln White as Board Vice Chair, seconded by Director Cox. The motion passed unanimously, 4-0*

*Director Cox moved to nominate Craig Kienny as Board Clerk, seconded by Director Taylor. The motion passed unanimously, 3-0.*

#### **IV. Report from Building Principals**

Nothing of note to report.

#### **V. K-5 Early Release Day Presentation**

This year was the first time CSD implemented early release days as a way for faculty to gain professional development hours. There were three in total. The principals of the K-5 buildings provided information through a joint presentation on how they have implemented faculty workshops during the first two early release days.

One of the primary goals for the early release days is to collaborate in vertical teaming, which allows teachers of varying grades levels and buildings to work together; learning new techniques and opening the communication to ease the transition through the grade levels. Within the vertical teams, teachers overwhelmingly chose to explore how to further include technology in their classrooms. Some of these applications included Seesaw, Mystery Skype, Lightbot, Explain Everything, and Kid Blog. Having the early release days spread out throughout the year allowed the teachers to learn the applications, utilize it in their classrooms, and then circle back at the next session to discuss and share experiences. Also included in their presentation was feedback from teachers regarding their thoughts on the effectiveness of the early release days. Overall, the feedback was positive.

Superintendent Amy Minor showed data of what other districts in the county are doing for early release/late arrival times. The results ranged from none at all, once or twice a year, once or twice a month, and two districts have weekly schedule adjustments. At the next meeting, the principals from grades 6-12 will give a presentation on how they utilized the early release days and Superintendent Minor will present a proposal for the '17-'18 school year.

#### **VI. Second and Final Reading of Acceptable and Responsible Computer, Network & Internet Use Policy (AUP): G10**

Superintendent Amy Minor shared the final version of the revised AUP policy.

*Director Kienny moved to approve the second and final reading of the Acceptable Use Policy, seconded by Director Taylor. The motion passed unanimously, 4-0.*

#### **VII. Second and Final Reading of Employee Harassment Policy: D12**

Superintendent Amy Minor shared the final version of the revised Employee Harassment policy.

*Director Taylor moved to approve the second and final reading of the Employee Harassment Policy, seconded by Director Cox. The motion passed unanimously, 4-0.*

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

The following Personnel Consent Agenda was presented for April 4, 2017.

**PERSONNEL CONSENT AGENDA**

**Board Date: April 4, 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	Erica	DeDell	End of Employment	Early Childhood Education Teacher	1.0 FTE	MBS	Notice of Resignation effective June 30, 2017			Yes
Teacher	Brian	Hunt	End of Employment	Physical Education Teacher	1.0 FTE	MBS	Notice of Resignation effective June 30, 2017			Yes
Teacher	Jake	Orr	End of Employment	Math Teacher	1.0 FTE	CHS	Notice of Resignation effective June 30, 2017			Yes
Teacher	Kerry	Plunkett	End of Employment	Elementary Teacher	1.0 FTE	PPS	Notice of Resignation effective June 30, 2017			Yes
Teacher	Mary	Romary	End of Employment	French Teacher	1.0 FTE	CHS	Notice of Resignation effective June 30, 2017			Yes

**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>
Support Staff	Carleen	Landry	Leave of Absence	Food Service Worker	30.0 hr	MBS	Request Leave of Absence beginning March 2017			
Support Staff	Mary	Tilley	End of Employment	Custodian	40.0 hr	MBS	Notice of End of Employment			Yes

*Director Cox moved to approve the personnel consent agenda for April 4, 2017, seconded by Director Kienny. The motion passed unanimously, 4-0.*

**IX. Approval of Minutes: March 21, 2017**

*Director Kienny moved to approve the minutes of March 21, 2017, seconded by Director Taylor. The motion passed unanimously, 4-0.*

**X. Approval of Minutes: March 22, 2017**

*Director Taylor moved to approve the minutes of March 22, 2017, seconded by Director Cox. The motion passed unanimously, 4-0.*

**XI. Approval of Minutes: March 28, 2017**

*Director Cox moved to approve the minutes of March 28, 2017, seconded by Director Taylor. 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.
- Gwen Carmolli, Director of Curriculum & Instruction, updated the board on two conferences attended by CSD administration and faculty.

**XIII. Possible Future Agenda Items**

- Board Spring Retreat Agenda
- Early Release Day Presentation by CMS and CHS
- CHS Costa Rica Trip Request
- Early Education Committee Update
- Upcoming Policies (weapons, tobacco, building use)
- District Initiatives for '18-'19

**XIV. Executive Session**

*Director Cox moved to enter executive session at 8:11 p.m. to discuss administrator contracts, seconded by Director Kienny. The motion passed unanimously, 4-0.*

**XV. Adjournment**

*Director Kienny moved to adjourn at 9:03 p.m., seconded by Director Taylor. The motion passed unanimously, 4-0.*

Recorder:

Board Clerk:

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Meghan Baule  
Communications Specialist

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Craig Kienny  
Board Clerk