

**MINUTES**  
**ORANGE BOARD OF EDUCATION**  
**September 16, 2019**

Minutes Approved 10.21.19

***Attendance*** Present: Chairman Kraut, Mr. Cap, Ms. Riccio, Mr. Ziman, Mrs. Browe, Mrs. Bunnell, Mr. Flynn, Mrs. Welander, Mr. Young, Mrs. Hadlock

Absent: -----

The meeting was taped by OGAT

Also present: Dr. Scarpetti, Dr. Russo, Ms. Koch, Mrs. Edo, Matt Ullring, Principal Jamie Balisciano, Principal Mike Gray, Principal Lasto, Principal Arterbery, Shannan Carlson, PPS PTO Representatives.

***Call to Order*** The regular meeting was called to order by Chairman Kraut at 7:06 p.m. The Pledge of Allegiance was recited and the Mission Statement was read by Mr. Young.

***Public Participation*** There was no public participation.

***Correspondence*** In their packets, Board Members received a letter from New Haven Public School Superintendent Carol Birks regarding efforts being made by the New Haven Board of Education to request authorization from the Commissioner of Education to charge tuition for non-resident students who attend New Haven's magnet schools.

***Consent Agenda*** A motion was made by Mrs.Hadlock and seconded by Ms. Riccio to approve the minutes from the June 17, 2019 BOE meeting. Unanimously approved.

A motion was made by Mrs.Welander and seconded by Mrs. Hadlock to approve the minutes from the June 27, 2019 Special BOE meeting. Unanimously approved.

***Presentation(s)*** Dr. Scarpetti introduced the new Peck Place School Principal Jamie Balisciano. He presented Principal Balisciano's professional biography prior to being hired by the Orange Board of Education. Most recently, Mr. Balisciano served as an Assistant Principal at Roosevelt School, which is part of the Bridgeport Public School System. Dr. Scarpetto welcomed members of his family in attendance along with members of the PPS PTO. Principal Balisciano thanked several of his colleagues, the PPS PTO, the staff at PPS, Dr. Scarpetti and members of the Board of Education for giving him the opportunity to be a part of the Orange School Community and looks forward to wonderful school year.

Dr. Scarpetti also welcomed Christine Koch, the new Business Administrator in Central Office along with Mary Shaw who recently started her new role as the Administrative Assistant to the Superintendent.

Dr. Scarpetti requested a brief recess to at this point in meeting for a reception to help welcome the newest additions to the Orange Board of Education. Chairman Kraut enthusiastically agreed to the request and recessed the meeting at 7:16 P.M.

Chairman Kraut resumed the meeting at 7:35 P.M.

Matt Ullring, Director of Technology, gave a very thorough overview of the completed summer projects involving the Technology Department. The projects included a new camera system and a firewall upgrades. In addition, he reported unanticipated savings from these two projects. Mr. Ullring spoke about enhanced features on the OBOE website for parents and guardians which includes an on-line absentee form and a safety tip hotline. The Family Resource page on the website includes shortcuts for the most commonly visited pages. Mr. Ullring reported the available technology classrooms which includes chromebooks for students, teacher laptops, document cameras and Classlink Quick Card Badges for each student. An overview was provided on the professional learning for teacher training. A report was provided to summarize the 2018-2019 school year of In District printing goals and savings. Mr. Ullring gave an update on the enhanced speaker system which is directly related to improvement to school safety. Mr. Ullring concluded his presentation with some updated measures being done to increase and monitor internet safely for the district.

### ***Facilities Report***

Dr. Scarpetti gave a facilities update and reported the completion of several summer projects. At MLT, the parking lot was paved and new LVT flooring was installed to replace the carpets in classroom. Ceilings were replaced in the Board at MLT and the library at THS. A new refrigerator/freezer was installed at PPS and new flooring in the RBS library. Playground Safety Surface was installed at THS.

### ***Superintendent's Report***

Dr. Scarpetti introduced his mentee, Shannan Carlson. He welcomed back the Board and thanked them for being accessible during summer when needed. He reported that the Convocation event that took place on 8/26/19 with Dr. Marc Brackett, founding director of the Yale Center for Emotional Intelligence and professor in the Child Study Center, Yale School of Medicine at Yale University, went well. Dr. Scarpetti shared highlights from a letter he received from the new Commissioner of Education Dr. Miguel Cardona. He stated that the school year is off to a good start with open houses and the usual beginning of the year drills. He announced that next year's school calendar will be discussed in the very near future. The first PTA/O Council meeting will take place next week. A list of open job positions in the district were announced.

### ***Business Administrator's Report***

Ms. Koch stated that it has been a pleasure to meet and work with the Board of Education staff, her colleagues, BOE members and town employees. She stated that Central Office spent much of the summer closing out 2018-2019, setting up

for 2019-2020 and compiling and preparing the EFS Filing (Educational Financial System) for the State of Connecticut.

Ms. Koch reported that the Finance Sub-Committee met prior to this meeting and reviewed June, July and August expenditures. We came in within budget and financials are in good order. Ms. Koch reported bus routes are going well and professional learning for our food service employees and security monitors continues. We hired two new security monitors at Turkey Hill School in August.

Ms. Koch reported that budget spreadsheets for the 2020-2021 year will go out the beginning of October and requests will be due back by the end of October. We have also been working on the chart of accounts conversion from the Phoenix System to the Munis chart of accounts format and training will take place September through November. The accounting modules will go live April 1, 2020. Payroll training will begin in October with go live scheduled for June 30, 2020. This effort has been a great partnership with the Town and she fully expects to enhance our current reporting capability and efficiency via automation.

***Curriculum  
Director's Report***

Mrs. Russo started her report speaking about Curriculum Wednesdays occurring once a month after school. This year they are dedicated to learning about Social Emotional Intelligence. The specific focus of this coming Wednesday's session is RULER which is an acronym that stands for the actual skills of social emotional intelligence: Recognizing, Understanding, Labeling, Expressing, and Regulating emotions. She continued to share that between September 23rd - 27th, the Math Specialists and LEAP Teacher and herself will engage in training to prepare for the October and December NGSS Teacher Grade Level Sessions. This train-the-trainer learning will be facilitated by an expert from the Smithsonian. Each math specialist will be responsible for turn-keying to one grade level 3-5. Mrs. Russo gave an assessment update and relayed that the CSDE released the official results for the Smarter Balanced Assessments and reports were mailed home last week and plans to present district results at next Month's BOE Meeting.

***Director of Special  
Service's Report***

Mrs. Edo explained as part of her entry plan she is committed to developing relationships with individual families of students who receive special services, PTO/PTA presidents & co-presidents, community members, teachers, paras and principals. As part of this plan, she reached families for 123 students via phone calls, emails, and with an electronic questionnaire and parents were encouraged. Feedback was very positive regarding education in general and special education services their child receives. She contacted PTO/PTAs offering to attend a meeting. She also noted that she had a meeting with John Dixon, CEO and President at Bridges, which is a community mental health facility. Mrs. Edo concluded her report by stating that she is currently meeting with staff and principals to review the needs of the students and ensuring we are meeting their needs.

## ***Board Business***

### ***Authorized Signature Change Form***

Board action must occur to make changes to the authorized signers on file with CSDE for Child Nutrition Program Agreement. Since Christine Koch is now the new BOE Business Administrator, the Board needs to approve Christine Koch as the second person authorized to sign claims for reimbursement according to the agreement. A motion was made by Ms. Riccio and seconded by Mr. Flynn to approving Christine Koch as the second person authorized to sign claims for reimbursement according to ED-099 Agreement for Child Nutrition Programs. Unanimously approved.

### ***Out of State Field Trip Request from PPS***

Principal Balisciano submitted letters seeking permission for their fifth grade students to visit Old Sturbridge Village in Sturbridge, MA in October. Regulation 6153 (Field Trips) states “trips outside the state of Connecticut must have the approval of the Board of Education.” A motion was made by Mrs. Hadlock and seconded by Mr. Flynn to approve the request. Unanimously approved.

### ***2020 BOE Meeting Dates***

In their packets, Board Members received the proposed (draft) 2020 Board of Education meeting dates. Board Members were asked to review the dates. Mrs. Hadlock asked to consider changing the proposed February 10th date to the 11th. Chairman Kraut will be looking for a motion to revise/approve the 2020 meeting dates at the October BOE meeting.

### ***Additional Aides***

Dr. Scarpetti explained the background regarding the request to be able to hire additional kindergarten aides as needed in the up-coming school year due to the increased number of students at Mary L. Tracy. Chairman Kraut was looking for motion to authorize Superintendent Dr. Scarpetti to hire kindergarten aides in collaboration with MLT Principal Lasto and Business Administrator Christine Koch along with notifying the Executive Board members and then to the general Board members when an aide for kindergarten is needed and hired. A motion was made by Mr. Flynn seconded by Mr. Ziman. The request was unanimously approved.

## ***STANDING COMMITTEES***

### ***Finance & Operations Ms. Riccio***

Ms. Riccio report that the committee met prior to the meeting and review 3 months of expenses. They discussed the Munis conversation as well. Ms. Riccio mentioned that the budget season is upon us and the cafeteria numbers are at an all time high.

***Personnel/Policy  
Transportation –  
Mrs. Browe***

Mrs. Browe reported that the committee met on June 24, 2019 to discuss personnel issues and to vote on recommendations for tuition. She is looking to set up a sub-committee meeting to continue on going discussions regarding policies.

***Building & Grounds  
/ Safety & Security –  
Mr. Young***

Mr. Young complimented the work being done by Mr. Ullring over the summer addressing improvements safety and security. He also will be arranging a date and time for this sub-committee to meet in the next couple of weeks.

***Curriculum /  
Instruction /  
Technology -  
Mr. Ziman***

Mr. Ziman compliment Ms. Riccio on her speech at the Convocation and he too will be looking to plan a time for this sub-committee to meet in the near future.

***Long-Range  
Planning Ad-Hoc***

Mrs. Hadlock reported that the committee needs to meet and she will be looking at the calendar and decided on a date that works for those who partipate on the this committee.

***ACES***

Ms. Riccio was unable to make the first ACES meeting but she will be attending the ribbon cutting for the grand opening of Leeder Hill School.

***Adjourn***

Motion to adjourn was made by Ms. Riccio and seconded by Mr. Ziman. No discussion. Unanimous vote to adjourn 8:37 p.m.

***INFORMATIONAL*** – Next meeting – **Monday, October 21, 2019** at 7:00 p.m. in the Upstairs Conference Room located in the BOE Offices.

Respectfully submitted,

Mary Shaw

