

**UNAPPROVED MINUTES  
ORANGE BOARD OF EDUCATION  
December 16, 2019  
7:00 PM**

- Attendance*** Present: Chairman Kraut, Mr. Cap, Ms. Riccio, Mr. Ziman, Mrs. Browe, Mr. Flynn, Mrs. Welander, Mr. Young, Mrs. Hadlock, Mr. Vitelli
- The meeting was taped by OGAT
- Also present: Dr. Scarpetti, Dr. Russo, Ms. Koch, Mrs. Edo
- Call to Order*** The regular meeting was called to order by Chairman Kraut at 7:12 p.m. The Pledge of Allegiance was recited and the Mission Statement was read by Mrs. Welander.
- Public Participation*** There was no public participation.
- Correspondence*** Chairman Kraut presented two thank you notes. One from Betty Hadlock and the other from Chantelle Bunnell.
- Consent Agenda*** A motion was made by Mrs. Hadlock and seconded by Ms. Riccio to approve the minutes from the November 18, 2019 BOE meeting. Unanimously approved.
- Presentation*** There were no presentations.
- Superintendent's Report*** Dr. Scarpetti highlighted school events taking place this month. Holiday concerts are well underway and the students are doing an awesome job. Dr. Scarpetti listed off important dates coming up in the new year to keep in mind: Capital Planning Presentation will take place at 7:00 PM on January 9, 2020 at Town Hall, the first BOE Budget Workshop will take place on January 29, 2019 at 6:00 PM, BOE Budget Presentation to the Board of Finance will take place on March 5, 2020. To date, there have been three 2 hour weather delays for school. Discussion has taken place within BOWA district to explore an optional 3 hour delay for those instances you need extra time for roads to be safe for travel. Dr. Scarpetti thanked the Town, especially Highway Crew Chief Don Foyer, for their cooperation and support when inclement weather affects the school day schedule.
- Business Administrator Report*** Ms. Koch reported the bid opening of the consortium for oil/ diesel/gas prices will take place this week for next year. She explained that BOWA leverages combined needs to negotiate better pricing. She continued to report that she will be meeting with the Town to discuss the relevant budget components for 2020 -2021.

Ms. Koch stated that she reviewed expenditures and financials in the Finance Sub-Committee earlier this evening. She explained other than November being a 3 pay period month instead of 2 pay cycles, expenditures were mainly routine and continue to remain within budget. Ms. Koch went on to say the cafeterias continue to do well, with student lunch counts reflecting an increase over prior year. She reminded the Board, as mentioned in previous meetings, an Administrative Review is coming up in Food Services on February 19<sup>th</sup> -21<sup>st</sup>. She stated that the district has not been through such a review in 5 years. The review will be focused on meal counting and claiming, dietary specifications and recipes, school wellness policy as well as other topics too. Ms. Koch reports that training continues for Munis Systems conversion, especially for payroll. Training will have a lull for the holidays but starts right back up in full swing in January. She stated that the go live date on the financial module is April 1<sup>st</sup> and go live for the Payroll module is July 1<sup>st</sup>. Ms. Koch concluded her report mentioning that they met with the auditors on Friday and they are in the final stretch to meet the December 31<sup>st</sup> deadline. They have some minor adjustments to our State Reporting and our numbers should be certified tomorrow or Wednesday latest.

***Director of  
Curriculum Report***

Dr. Russo reported that sessions this month focused mostly on making sure our teachers had an opportunity to prepare for our units aligned to Next Generation Standards. She continued to report that the 3rd and 5th grade teachers decided amongst themselves, who would be responsible for teaching major science disciplines such as life science, physical science, and earth & space for their grade levels. Dr. Russo went on to report that all teachers responsible for instructing life science came together for a full day of planning and all responsible for teaching physical science came on another day and all responsible for teaching earth and space came on yet another day. Dr. Russo stated that there were three small sessions simultaneously on each of the 3 days. Each session was facilitated by a district math specialist. She continued to express how great it is to see the teachers have an opportunity to explore their kits, assemble models, trouble shoot, engage in district-wide discussions, identify tricky procedures, hear teacher questions and their gratitude for the time to make and prepare all the hands-on experiences. Dr. Russo concluded her report mentioning the Curriculum Sub-committee meeting that took place and that they plan to delve more deeply into details such as essential questions and also had an opportunity to provide Kindergarten Math aides with professional learning regarding Tier 2 interventions.

***Director of Special  
Services Report***

Mrs. Edo reported that the Mental Health Grant was received by the district. She went on to explain that the Primary Mental Health Project is an evidence-based program that helps children in Pre-K-3 adjust to school, gain confidence, social skills, and focus on learning and a Child Associate addresses these challenges and increases student chances for success through play based activities. Mrs. Edo stated that she is waiting to hear from the state regarding the training and next

steps to get this program implemented. Mrs. Edo went on to update the continuing effort to meet members of the Orange Community. She explained how she attended the Orange Family Counseling group at their monthly meeting. Following the meeting she sat one on one with Joan Cretella, Director of the Community Services Department, in an effort to understand the services they offer the community. She also explained that she had the pleasure of meeting each of our paraprofessionals on a one to one basis to discuss their perception of the special services department and will be meeting this week with board members of the Orange Teachers' League. Mrs. Edo continued by sharing that the Pre- K Blind Lottery Signups are now open and will close on January 31, 2020. Interested families must call 203- 891-8023 and families will be notified about February 7, 2020 regarding the selections by a letter indicating if their child has been accepted into the program or if they are on the waitlist. She reminded the Board that information about the Blind Lottery is posted on the District website.

Mrs. Edo shared her report on the Budget Process and that Dr. Scarpetti has asked her to look at the budget with consideration as to how we may continue to build our own capacity to meet the needs of our students. She gave an example of what was done previously which was to hire a Board Certified Behavior Analysts (BCBA) rather than contracting out. Another request from Dr. Scarpetti was to ask that she consider how we are providing Occupational Therapy services. As a result, she explained that she is in conversation with other districts regarding how they are addressing this service. She went onto explain that she is also in conversation with ACES, our current contracted provider, in an effort to determine if they can provide a more cost efficient contract. Mrs. Edo concluded her report by stating that 2020 Pupil Services Parent Workshop is pending approval by the Amity Administration but is tentatively planned as follows: The topic will be Understanding your Child's Individual Education Plan. It will take place on January 23, 2020 at 6:00 PM presented by Laurie B. Markus, Esq. in the Amity Presentation Room

## **BOARD BUSINESS**

### ***Board Elections***

Chairman Kraut turned the Board Meeting over to Dr. Scarpetti. Dr. Scarpetti informed the Board Members of the election rules, with no questions, the floor was opened for nominations for Board Chair. Mr. Young nominated Mr. Kraut. Mr. Flynn seconded the nomination. With no further nominations, voting took place. Ten paper ballots counted. Mr. Young, Mr. Cap, Mr. Ziman, Ms. Riccio, Mrs. Browe, Mrs. Hadlock, Mr. Vitelli, Mrs. Welander, Mr. Flynn and Mr. Kraut voted for Mr. Kraut as Board Chair. Mr. Kraut is Board Chair.

Dr. Scarpetti opened the floor for nominations for Vice-Chair. Mr. Ziman nominated Mr. Cap for Vice-Chair. Mrs. Browe seconded the nomination. With no further nominations, voting took place. Ten paper ballots counted. Mr. Young, Mr. Kraut, Mr. Ziman, Ms. Riccio, Mrs. Browe, Mrs. Hadlock, Mr. Vitelli, Mrs. Welander, Mr. Flynn and Mr. Cap voted for Mr. Cap as Vice-Chair. Mr. Cap is Vice-Chair.

Dr. Scarpetti opened the floor for nominations for Secretary. Mrs. Hadlock nominated Ms. Riccio for Secretary. Mr. Ziman seconded the nomination. With no further nominations, voting took place. Ten paper ballots counted. Mr. Young, Mr. Kraut, Mr. Ziman, Mr. Flynn, Mrs. Browe, Mrs. Hadlock, Mr. Vitelli, Mrs. Welander, Mr. Cap and Ms. Riccio voted Ms. Riccio as Secretary. Ms. Riccio is Secretary.

Chairman Kraut thanked the Board for the nomination and being elected as Chairman. He asked that the Board fill out the Sub-Committee Survey and have them back to the BOE office within two weeks. Committees will be named at the January 21, 2020 Meeting.

***First Read Policies***

The following policies are being presented as first read policies: Policy 5125 Student Records: Confidentially and Policy 1331 Smoke Free Environment. These policies will be presented as second read policies at the January 21, 2020 BOE meeting. Board Members were encouraged to contact Mrs. Browe, Chairman of the Personnel/Policy/Transportation Sub-Committee or Superintendent Scarpetti with any questions.

**STANDING  
COMMITTEES**

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

Ms. Riccio reported that the Finance Committee met before this meeting. She reported that all expenses and expenditures are in order. She is looking forward to seeing the results of the 2018-2019 Financial Audit and State Reports that are being finalized in compliance with the Dec 31, 2019 deadline. She also reported that numbers are up for both 21st Century and the cafeteria.

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

Mrs. Browe reported the Committee met on November 25, 2019 and discussed the first read policy before the Board tonight. She mentioned that she anticipates policy review will be quite busy since 22 pieces of legislature recently passed affects 37 policies. She continued to state that the Committee is looking into policy for the 21st Century program. Increasing the fill rates for substitutes continues to be discussed. The Committee doesn't plan to meet in December.

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

Mr. Young stated the Committee will be focusing on safety and security. Working with first responders, they plan to assess and reassess security and make necessary changes a priority.

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

Mr. Ziman stated that the Committee did not meet in November and will not meeting in December but plans to meet in January.

***ACES***

Ms. Riccio reported that she attend the last ACES meeting. The honorary student artists who created the greeting cards for ACES were in attendance as well. Samples of the greeting cards were passed around for the Board to see. Patrice McCarthy spoke at this meeting and delayed start times for high schools were discussed as well as vaccination policies for elementary schools. ACES continues to operate with a surplus and the 2020-2021 calendar was finalized and approved. The first day of school will be after Labor Day.

***Adjourn***

Ms. Riccio made a motion to adjourn, seconded by Mr. Ziman. Unanimously carried. The meeting adjourned at 7:55 PM

***INFORMATIONAL*** – Next meeting – **Tuesday, January 21, 2020** at 7:00 p.m. in the Upstairs Conference Room located in the BOE Offices.

Respectfully submitted,

*Mary Shaw*

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