



**Approved Minutes**  
**Orange Board of Education**  
**October 19, 2020**  
**OBOE Conference Room - 2nd Floor**  
**7:00 PM**  
Minutes Approved on November 16, 2020

***Attendance***

Present: Chairman Kraut, Mr. Ziman, Mrs. Browe,  
Mrs. Welander, Mr. Vitelli, Mrs. Hadlock, Ms. Riccio, Mr. Cap  
Ms. Riccio

Absent: Mr. Young & Mr. Flynn

Also present: Dr. Scarpetti, Dr. Russo, Ms. Koch, Mr. Gray

***Call to Order***

The regular meeting was called to order by Chairman Kraut at 7:04 p.m.  
The Pledge of Allegiance was then recited and the Mission Statement was  
read by Mr. Vitelli.

***Public  
Participation***

There was no public participation.

***Correspondence***

There was no correspondence.

***Consent Agenda***

A motion was made by Mrs. Hadlock and seconded by Ms. Riccio to  
approve the minutes from the September 21, 2020 BOE meeting. The  
motion passed 7/0/1. Mr. Kraut, Mr. Ziman, Mrs. Browe, Mrs. Hadlock,  
Mrs Welander, Mr. Cap, Ms. Riccio voted aye, Mr. Vitelli abstained.

A motion was made by Mrs. Welander and seconded by Mrs. Hadlock to  
approve the minutes from the September 21, 2020 BOE Executive Session  
meeting. The motion passed 7/0/1. Mr. Kraut, Mr. Ziman, Mrs. Browe,  
Mrs. Hadlock, Mrs Welander, Mr. Cap, Ms. Riccio voted aye, Mr. Vitelli  
abstained.

***Superintendent's  
Report***

Dr. Scarpetti was pleased to report that the District has just completed 7 weeks of in person instruction. The number of remote learners has decreased since last month's report from 10.4% to 8.9%. He continued to convey that a strong focus still remains on keeping the BOE facilities safe for students and staff. Dr. Scarpetti made mention of the impact of "covid fatigue" and complacency are having on pandemic at this point in time. He encouraged all to remain steadfast and engaged with mitigating strategies being practiced both at school and at home especially when it comes to large gatherings. Dr. Scarpetti shared that discussions are taking place to possibly exercise a trial run of hybrid and remote learning during the week of Thanksgiving break. This would allow practice in the event a decision needed to be made to switch to remote or hybrid for our students, staff and families. Dr. Scarpetti continues to seek guidance from Dr. Mohammad on all COVID related issues. He commended the creativity and flexibility of the staff to when it comes to keeping annual traditions at schools like Halloween celebrations. He explained that parents will be able to see students with a reverse style parade. Students will be outside and parents will drive by to view students in their costumes. Dr. Scarpetti announced that the Orange Volunteer Fire Department is hosting a pumpkin carving contest this year. Entries can be dropped off on 10/27 from 5-8 pm and will be displayed until Halloween. He concluded his report with a Personnel Update listing positions recently filled along with current openings in the District.

***Business  
Administrator  
Report***

Ms. Koch reported that we are in month three of the 2020-2021 budget year. The financials for September were reviewed by the Finance Committee prior to this meeting and expenditures were ordinary. She received a request from a Board member to set up a review session for the Munis Expenditures Report. Ms. Koch will be sharing dates to begin the process of setting those up for all Board members. The Auditors started their review of the 2019-2020 financials and plan to complete it by December 1st. The 2021-2022 budget collection process has begun with requests for 1st drafts and narratives due by 10/29 followed by individual stakeholder meetings with Dr. Scarpetti during the month of November with the goal of having the final budget complete by December 1st. Capital Planning Requests will also be submitted during this time to the Town. Ms. Koch continued to report that Food Services has been delivering meals to classrooms to date and is going well. Hot lunch has begun to be offered on Fridays with the hope that it can be offered everyday in the near future. The Munis Payroll is set to take place by the beginning of December. Ms. Koch thanked Central Office employees Angela Booth, Connie D'Amico and Cindy Maltais for all their hard work and dedication on this project.

## ***Curriculum Report***

Dr. Russo began her report with an update on the 2020-2021 Teacher Evaluation Plan. Members of the Orange Professional Development Evaluation Committee (PDEC) met on September 29th to discuss and to collectively request on behalf of our district the one-time evaluation flexibility opportunity before the October 8th deadline. She explained that flexibility would allow educators to focus on one goal instead of 5. This one goal would focus on the critical importance of the social and emotional learning and well-being of students and educators during this pandemic for this year. Teachers were informed of this change in student learning objectives at their last faculty meeting. Dr. Russo went on to say that they were also informed that choices, possibilities, and sample SLOs would be provided to teachers as options on Professional Development Day which is taking place on November 3rd and that teachers will have the opportunity to collaborate on goals within grade level school teams. All teachers will be required to engage in 5 sessions of the Dr. Marc Brackett Social and Emotional Learning in Times of Uncertainty and Stress: Research-Based Strategies also on November 3rd. The District will be providing time during Professional Learning & Collaborative Wednesdays to complete the course. Dr. Russo reported that Observations will be informal this year. The focus of walkthroughs will be on social emotional learning and how it relates to the classroom environment.

## ***Facilities Report***

Mr. Gray opened his report reiterating that the health and safety of our students and staff remains a top priority for the District. He thanked the custodial staff for all they do to keep our buildings clean on a daily basis. He highlighted that PPE is continuing to be purchased and received. Free child size masks were provided to the District from the State Department of Education, FEMA and the Department of Emergency Management and Homeland Security and will be distributed this week. Outdoor tents have recently been installed at each of the schools which will be used for mask breaks, recess and at times for classroom instruction. Mr. Gray gave an update on the HVAC systems at school buildings. The next filter changes will take place on November 3rd. This will help continue to provide fresh and clean air to circulate in our buildings. Mr. Gray spoke about a recent meeting he arranged with CTC, the vendor who completed the commissioning of our HVAC system, and a representative from Prism Energy Services. They spoke about commissioning reports and recommended repairs to our systems that could lead to incentives from energy companies to complete such projects. He continued stating that the RTU projects at THS and RBS were completed as of October 12th. He reported that the THS loading dock replacement project bid opening will take place on October 21st at 9:30 am. He concluded his report by sharing the details and a timeline on this year's Capital Planning submission from the BOE to the Town.

**BOARD  
BUSINESS**

1. Honoring Fire Marshal Tim Smith - Dr. Scarpetti shared an idea that was discussed at a recent Buildings & Ground Committee honoring Tim Smith who passed earlier this year. It would involve the Fire Prevention Poster Contest that takes place each year at the schools and ways to incorporate honoring Tim Smith at this annual event. The Board encouraged Dr. Scarpetti to move forward with exploring this idea. There was continued discussion on how the Board itself could honor Tim Smith and any suggestions or ideas are welcomed and should be brought forward for consideration.

2. 2021-2022 Student Calendar - Dr. Scarpetti gave an introduction to next year's student calendar so the Board could start thinking about it. He welcomed the Board's feedback and comments on the matter. The detailed calendar will be present at the November meeting and voted on at the December meeting.

**STANDING  
COMMITTEES**

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

Ms. Riccio reported that the Finance and Operation Committee met prior to the BOE meeting. The September financials were discussed and everything is in good order.

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

Mrs. Browe stated that the Personnel/Policy and Transportation Committee is planning to meet next Monday to discuss Title IX policy, bidding & purchases policies along with a transportation policy that needs updating. She was happy to report that we are starting to address policies that were highlighted for modification in our CAGE Policy Report received last spring.

***Building &  
Grounds / Safety  
& Security***  
*Mr. Flynn*

Mr. Cap gave a recap of the Buildings & Ground Meeting that took place at RBS last week on October 13th. The highlights of the meeting involved discussion on the ventilation system filter changes, THS loading dock replacement project and bid schedule, and a tour of RBS. He noted the painting and the new floor installed that was done over the summer and playground improvements. Suggestions for capital improvements were discussed as well.

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

Mr. Ziman opened his report describing a teacher's job is similar to spinning many plates in the air and how hard they are working to keep those plates in the air and not letting any fall to the ground. He went on to speak about the annual tradition of teacher evaluations and how they won't be so traditional. The State has suggested to use the need for social emotional learning to be a focus of this special type of teacher evaluation. Orange has applied and received approval to use this format which is a great fit for our District.

***ACES***

Ms. Riccio reported that ACES met last week. They are currently operating under a slight deficit which is normal this time of year. She shared information regarding the Warm Hand Warm Heart Clothing Drive ACES is currently running. Ms. Riccio would be happy to coordinate and collect donations for this drive. Ms. Riccio concluded her report speaking about a Professional Development Series called WIN (What I Need) on Wednesday which is accessible for our teachers and staff to try out if they are interested.

***Adjourn***

Ms. Riccio made a motion to adjourn at 8:06 pm. Mr. Ziman seconded the motion. All voted in favor.

Respectfully submitted,

*Mary Shaw*

Mary Shaw

