

Board of Education Office  
50 Sheffield Street  
Old Saybrook, CT 06475  
(860) 395-3157

The Old Saybrook Board of Education met in Regular Session on Tuesday, February 26, 2019, at the Board of Education Office, Old Saybrook, CT 06475.

**Board Members**

Tara Barros  
Jim Henderson  
Eileen Baker  
Cindy Sultini  
George Chang  
Karen Brodeur  
Karina Julius  
Alan Hyla (Arrived at 7:00PM)

**Others**

Jan Perruccio, Superintendent of Schools  
Anne Littlefield, Shipman and Goodwin Attorney  
Julie Pendleton, Director of Operations, Facilities and Finance

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chairman Barros called the meeting to order at 5:43PM.

**II. MINUTES**

**Brodeur/Baker**

**“Move to approve the regular meeting minutes from January 22, 2019, as presented”**

**MOTION: CARRIED (7-0-0)**

**III. EXECUTIVE SESSION**

**Brodeur/Baker**

**“Move to enter into Executive Session at 5:45PM”**

**MOTION: CARRIED (7-0-0)**

**The Board invited Superintendent Perruccio, Director Pendleton and Attorney Littlefield into Executive Session.**

**IV. RETURN TO OPEN SESSION**

The Board returned to open session at 6:30PM.

**Julius/Sultini**

**“Move to approve the proposed conditions of employment for the Technology Associate, as presented”**

**MOTION: CARRIED (7-0-0)**

**Baker/Julius**

**“Move to approve the proposed conditions of employment for the Information Systems Manager, as presented”**

**MOTION: CARRIED (7-0-0)**

**Baker/Sultini**

**“Move to approve the proposed conditions of employment for the Director of Technology, as presented”**

**MOTION: CARRIED (7-0-0)**

**Baker/Sultini**

**“Move to approve the proposed conditions of employment for the Executive Assistant to the Superintendent, as presented”**

**MOTION: CARRIED (7-0-0)**

**Baker/Sultini**

**“Move to approve the proposed conditions of employment for the Director of Public Relations, as presented”**

**MOTION: CARRIED (7-0-0)**

**Baker/Julius**

**“Move to approve the proposed conditions of employment for the Food Services Director, as presented”**

**MOTION: CARRIED (7-0-0)**

**V. EDUCATIONAL LEADERSHIP**

**Board Roles, Responsibilities, and Operations – Board Member Participation in District Events**

The Board discussed the roles of Board members when participating in District events, as reflected in the proposed changes to the Board Member Handbook under Section III, the Role of the School Board. Board members noted that they have the opportunity to participate in deliberations and discussions about matters under discussion in the district, through their role as Board members. After Board member

discussion, certain edits were suggested to the Board of Education Handbook, which will be incorporated and discussed at the next meeting of the Board.

### Board Roles, Responsibilities, and Operations – Audience of Citizens Policy/Procedure Review

The Board discussed its current procedures for audience of citizens participation. The Board also discussed its experience related to audience of citizens. The Board discussed the timing of audience of citizens, noting that often Board meetings feature student presentations that often are placed on the agenda after the audience of citizens. The Board discussed agenda placement of student matters earlier in the agenda to permit students to make their presentations and then proceed to other evening activities (such as homework, studying, etc.)

One proposal discussed was to reserve audience of citizens to its regular meetings held at Central Office, while modifying the procedures for its “spotlight” meetings (held at the specific schools) to reflect a focused opportunity for constituents associated with the specific community for the building at which the spotlight meetings are being held, focused on specific topics on the agenda of the spotlight meeting.

The Board also discussed the appropriate procedures for the Board Chair to follow in the event of disruptive behaviors on the part of a meeting attendee and/or audience of citizen participant.

### Communications and Public Relations – General Update

Superintendent Perruccio reviewed the Communications and Public Relations Committee report, as well as the minutes reflecting the work of the Public Relations Committee. Members of the committee have been engaged in extensive outreach, including with real estate agents serving the Town, as well as economic development officials. The various initiatives of the Public Relations Committee are intended to employ a diverse communications strategy. Data is collected (through Google Analytics) on the effectiveness of some of these measures. Board members discussed possible social media outlets such as Facebook and Instagram. Certain concerns would be attendant to using certain social media tools.

### Communications and Public Relations – School Safety Update

RAPTOR is in place (the visitor ID system). The district did not experience any significant difficulties in rolling out the RAPTOR program. The Board discussed other security measures in place in the schools, including regularly scheduled fire and crisis management drills and reports to the State regarding same.

### Administrative – BOE/Superintendent’s Goals Review and Strategic Plan Progress Reporting

The Superintendent presented information to the Board related to her progress on goals and objectives. Particular challenges have included the need for district vendors (such as Google and School Messenger) to comply with student data privacy requirements in CT, the need for additional mental health resources to be available to students and families.

The Board noted the progress to date, and asked for a more detailed presentation on certain items to be included on a future Board agenda (such as standards based grading, mental health needs in the schools, demographics, planning for the next strategic plan). Superintendent Perruccio noted significant progress with respect to professional development programs, offering thanks and appreciation to the Instructional Leadership team members for their fine work on this and other initiatives referenced in the Superintendent's Self-Assessment and the Strategic Plan Update document. In particular, improvement in the district math scores (outpacing CT growth) is noted as an accomplishment.

Superintendent Perruccio noted that the ILT and SILT have "come into its own," demonstrating leadership skills to move forward the district's strategic plan. The Board also complimented Superintendent Perruccio on the efforts of the high school to enhance the opportunities for achievement of credit (in part to align with CT's new graduation requirements). These opportunities include internships, capstone and community service opportunities. The Superintendent reported on how student voices are adding to the depth of instruction and improvement of instructional practices.

Superintendent Perruccio discussed the various efforts being made to support ELL students and their families. The DLT has been using some of their time to review data to help inform decision-making. One very positive data point has been a reduction in suspensions and expulsions across the district.

#### Administrative – Demographics

On Thursday, a meeting will be held to discuss demographic changes in the district. Much work has been done on this topic through the use of focus groups and surveys. District officials are watching the legislative discussions about various bills pending in the legislature related to regionalization, as legislative change will need to be addressed/incorporated into district planning.

The Board recessed at 8:45PM.

## **VI. EXECUTIVE SESSION**

### **Baker/Sultini**

**“The Board voted to enter executive session and invited Attorney Anne Littlefield and Superintendent Jan Perruccio into the executive session for the**

**purpose of providing information to the Board concerning the agenda items to be discussed in executive session.”**

**MOTION: CARRIED (8-0-0)**

**VII. RETURN TO OPEN SESSION**

The Board returned to open session at 10:18PM.

**VIII. REMINDERS**

- OSMS – Grade 4 Choral Concert – February 27 – 7:00PM
- District – Special Board Meeting @OSHS – February 28 – 7:00PM
- Goodwin – Celebration of Reading – March 1
- OSHS – RAM Boosters – March 4 – 7:00PM
- Goodwin – PTA Meeting – March 5 – 7:00PM
- Board of Finance Meeting – March 5 – 6:30PM
- District – Snowflake Make-up Day – March 11
- OSHS – Winter Sports Night – March 12 – 6:30PM
- Board Meeting – March 12 – 7:00PM

**IX. ADJOURNMENT**

**Brodeur/Baker**

**“Move to adjourn at 10:19PM”**

**MOTION: CARRIED (8-0-0)**

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Karen Brodeur, Secretary  
Old Saybrook Board of Education

Minutes recorded and typed by:  
Trent Gerbers, Executive Assistant

\*DRAFT - Subject to approval at the next BOE meeting