

**BOARD OF EDUCATION
SPECIAL MEETING MINUTES
JUNE 17, 2014**

A special meeting of the Enfield Board of Education was held at the Henry Barnard Elementary School in the Board Conference Room, located at 27 Shaker Road, Enfield, CT on June 17, 2014.

1. **CALL TO ORDER:** The meeting was called to order at 7:00 PM by Chairman Sirard.
2. **PLEDGE OF ALLEGIANCE:** Chairman Sirard
3. **FIRE EVACUATION ANNOUNCEMENT:** Chairman Sirard announced the fire evacuation announcement.
4. **ROLL CALL:**

MEMBERS PRESENT: Peter Jonaitis, Ray Peabody, Lori Unghire (arrived at 7:03 PM), David Wawer (participated remotely), Vin Grady, Tina LeBlanc, Timothy Neville, Stacy Thurston and Tom Sirard

MEMBERS ABSENT: None

ALSO PRESENT: Dr. Jeffrey A. Schumann, Superintendent and Mr. Christopher Drezek, Deputy Superintendent

Chairman Sirard addressed the audience by stating this is a special meeting and we cannot change the location for this meeting. We have a Board member that has phoned into this meeting and we cannot add public comments to the agenda since this is a special meeting.

Chairman Sirard added that Mr. Wawer will participate at tonight's meeting remotely per BOE Policy #9341.8 Participation at Board Meeting by Remote Methods.

Chairman Sirard stated that since the budget involves personnel matters, he is suggesting that we hold our Executive Session portion of the meeting first.

5. **EXECUTIVE SESSION:**
 - a. Matter(s) Related to Personnel

Mr. Peabody moved, seconded by Mr. Neville that the Enfield Board of Education enters into Executive Session for Matter(s) Related to Personnel.

A vote by **show-of-hands 7-1-0** passed with Mr. Jonaitis in dissent. The Board relocated to the Academic Conference Room. Both Dr. Schumann and Mr. Drezek joined the Board in Executive Session at 7:03 PM.

While the Board was in Executive Session, no Board action occurred.

The Board returned to open session at 7:25 PM.

6. **CONTINUE THE 2014-15 BUDGET DISCUSSION:**

Chairman Sirard stated the Board has been working on the budget since January. The entire Board of Education has looked at everything and it has been our primary focus. Questions were asked and everything was considered. Some of the cuts we would not have chosen and

some cuts will be considered as risky. Board members must enforce the State rules and regulations. There are some cuts that cannot be made such as administrators at central office. We have been saddled with a mandate for evaluations and we are using administrators to evaluate staff. He reviewed Connecticut General Statute 10-235 with the Board and audience members.

Chairman Sirard added that he has been saying this for years that unfunded mandates will catch up to us and they have. The cost to implement common core and teacher evaluations equals 2% of our budget. This is a conservative amount.

Dr. Schumann stated our allocation was \$1.6 million below our recommended budget request. The Board and the administration have worked to close this gap with doing the least amount of impact to the students. We have looked at several different ways to close the gap. We contacted the CIAC about combining the high school's athletic teams a year earlier than the CIAC's policy allows. We asked for a waiver to accomplish this but were denied as part of the hearing that was held with the CIAC last week. The earliest we can do this is in the 2015-16 school year.

Dr. Schumann stated that we were still short \$286K in order to close the gap in our budget. A memo was sent to the Board listing athletic costs. The Board has the option to make cuts anywhere in the budget to close the gap. Making cuts that are near and dear to the community's heart is a challenge like athletics and full day Kindergarten. These are two areas that he would cut from last and is not recommending to make any cuts in either area. Sports at the high school will be consolidated 2 years from now.

Dr. Schumann stated that he is prepared to recommend eliminating one grade seven team at JFK for next year. By eliminating 1 team, the class size will go from 17 to 23 students. Class sizes for next year will be for grade 6 – 25 students; grade 7 – 23 students and grade 8 – 21 students. This would be the best way for us to do this. We would not fill a vacancy in science, social studies and English. We will transfer a JFK math teacher to Enrico Fermi to fill a vacant position. No staff members will lose their jobs by eliminating a grade 7 team and will save money by doing this. He recommends using the \$18K for math intervention support at JFK. We could hire a part time teacher or we could hire a full time intern. Our test scores at JFK indicate that math support is needed for our Tier II students.

Dr. Schumann further stated that his recommendation is to eliminate a grade 7 team at JFK and to re-allocate the funds for math support at JFK using a part time certified teacher or full time college intern.

Chairman Sirard stated that this is a temporary fix for one year. Once a cut is made it is hard to bring items back. This is why the Board has been reluctant to make cuts. More than likely we will need to add a team back at JFK if the numbers dictate this. We would be taking a risk by doing this for one year. We are trying to do what is best for everyone in our community and not just certain groups. This recommended cut will work for only one year.

Mr. Peabody moved, seconded by Mr. Neville that the Enfield Board of Education to eliminate a grade 7 team at JFK and to re-allocate the funds for math support at JFK using either a part time certified teacher or full time college intern.

Discussion:

Mr. Grady stated this will impact the least amount of students but it will have an impact on the school. Dr. Schumann stated these students will be in class sizes that are a bit larger. Mr. Grady added we have strived to keep class sizes down but unfortunately we do not have any other choices.

Mr. Neville asked for Dr. Schumann to review the number of teachers that have been cut. Dr. Schumann stated we had a budget shortfall of \$1.6 million dollars. He reviewed his budget recommendations:

Information Technology Reductions	- \$200,707
Legal for Negotiations	- \$ 20,000
CFO Salary Savings during Interim Status	- \$ 40,000
Magnet School Tuition Reduction	- \$ 25,200
Administrative Vacancy Replacement Savings	- \$ 96,798
3.0 FTE Additional Retirements (Business, English, World Language)	- \$271,909
1.0 FTE Library/Media Consolidation	- \$ 53,009
Department Chair Consolidation	- \$ 1,222
2.0 FTE Paraprofessional Positions	- \$ 40,500
Elimination of CABA	- \$ 20,000
BOE Travel Reduction	- \$ 5,200

Dr. Schumann stated the proposed budget recommendations left us with a deficit of \$286,891 in the budget. If the Board approves his recommendation to eliminate a JFK team we can save \$300K and will be able to reallocate the remaining funds of \$18K to implement math intervention support at JFK and balance the Board's budget.

Chairman Sirard stated the total number of retirements is 19 for this year. We will not replace these teachers. Since he has been a member of the Board of Education, we have not replaced between 60-64 teachers that have retired. We have reduced our personnel over the past 5 ½ years.

Mr. Grady asked about the high school cuts and the mandate required for graduation requirements will put us in a jam with needed electives for students. Dr. Schumann stated the Connecticut High School Reform is scheduled for 2018. We will be combining our staff from the two high schools and should be able to accommodate the required 24 credits each student will need to graduate from high school. If we kept both schools open, we would not be able to meet this requirement.

Mrs. LeBlanc asked about the Suffield Vo-Ag students and how will they be notified. Dr. Schumann stated that he has spoken to Suffield Superintendent and they will review their application process to see how they will determine this. He is not sure if this will be done by a lottery or based on the strengths of each application. They are seeking guidance from the State Department of Education regarding how they should proceed.

Mr. Jonaitis stated we are cutting a team at JFK and are not cutting any teaching positions. We will just not fill any open positions. Dr. Schumann stated 3 of the 4 vacancies are due to retirements. We do not have a vacancy for math at JFK. A current JFK math teacher will be transferred to Fermi to fill a vacancy due to a retirement there. If we were to keep this team at JFK, we would have needed to replace these positions due to retirements. We have posted the positions, but will not fill them.

Mr. Jonaitis stated that in some school systems they have combined the Human Resources and Business Manager position to save money. Mr. Drezek stated both of these positions require different certifications. He has both of these certifications.

Mr. Jonaitis wanted to know if this would be something that would be worth looking into. Mr. Drezek stated if this is being done somewhere, it would be in a small district not one the size of Enfield.

Mr. Jonaitis stated that he would like to see what has been accomplished with the newer positions at Central Office for Technology, STEAM and Humanities. He would like a summary

of what they done and if they have received any grants for us? He knows the STEAM and Humanities Coordinators are being used to conduct evaluations. He is concerned that we are not using them for what they were hired for. There are other ways to get the evaluations completed.

Mr. Neville asked how long have the STEAM and Humanities Coordinators been in place. Dr. Schumann stated they both started this year. Our Chief Technology Officer has been in place for two years.

Mr. Neville would be interested in seeing the grants information. We have discussed the evaluations a number of times and have eliminated some of the options for completing these. The Education Commissioner has eased up on some of the requirements for observations.

Mr. Neville asked if there are any potential risks for completing evaluations for the entire district for next year.

Dr. Schumann stated yes there are some risks. The elementary assistant principals would have helped out in this area. We have met with Education Commissioner and discussed this. We also spoke with Nancy Pugliese, the head of certification about this. We have a plan and feel that it will work. The State is being flexible and is allowing 16 districts to use peer review along with other options. The certification department will allow us to experiment with using peer review. We will now discuss this option with both of our bargaining units (ETA & ESAA). We also discussed using complementary evaluators by using retired staff to evaluate our current staff. Both bargaining units are interested in using complementary evaluators. We are looking to use our teachers with master's degrees for peer reviews. Mr. Drezek is looking for a way to free up teachers so they can assist with staff reviews. This will be a busy and complicated time, but he feels we can accomplish this. This is a large project. We have opened up the doors of communication to address any concerns as they arrive.

Mr. Peabody called for the question.

A vote by **roll call 8-1-0** passed with Mr. Jonaitis in dissent.

7. ACTION, IF ANY, REGARDING THE 2014-2015 BUDGET

Chairman Sirard asked for the roll call vote on the motion.

Mr. Peabody moved, seconded by Mr. Neville that the Enfield Board of Education to eliminate a grade 7 team at JFK and to re-allocate the funds for math support at JFK using either a part time certified teacher or full time college intern.

A vote by **roll call 8-1-0** passed with Mr. Jonaitis in dissent.

8. ADJOURNMENT

Mr. Grady moved, seconded by Mrs. Thurston to adjourn the Special Meeting of June 17, 2014.

The motion passed unanimously with all ayes. The Meeting stood adjourned at 7:50 PM.

Vincent M. Grady
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary