

**REGIONAL SCHOOL DISTRICT NO. 16**  
**Special Board of Education Meeting**  
**December 6, 2017**

<b>BOARD MEMBERS PRESENT:</b>	<u>Weighted Vote Per Member</u>
<i>Beacon Falls...</i> Christine Arnold	.7
Priscilla Cretella	.7
<i>Prospect...</i> Nazih Noujaim	1.3
Robert Hiscox	1.3
Daisy Laone	1.3

**STAFF MEMBERS PRESENT:** Michael P. Yamin, Superintendent  
Michele Raynor, Curriculum Director  
Pamela Mangini, Dir. of Finance & Business Operations

**I. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Robert Hiscox, Chairman, in the Region 16 District Office, 30 Coer Road, Prospect, CT.

**II. PLEDGE OF ALLEGIANCE TO THE FLAG**

**III. RECORD OF MEMBERS PRESENT**

A roll was taken; a quorum was present.

**IV. APPROVAL OF MINUTES**

Minutes of November 29, 2017, Board of Education Meeting (Ex. I)

A MOTION was made by Nazih Noujaim and SECONDED by Daisy Laone to approve the minutes of November 29, 2017, Board of Education Meeting (Ex. I).

**ALL IN FAVOR** (weighted vote totals 5.3) **17-189**

**V. TOWN OFFICIAL COMMENT**

**VI. PUBLIC COMMENT**

Carolyn Witkowksi, resident of Prospect, spoke towards the proposed schedule change at WRHS. Ms. Witkowski shared her disagreement and concerns about the survey.

Leslie Latozas, resident of Prospect, addressed the Board regarding her concerns for her child with the Special Education Department.

**VII. CORRESPONDENCE**

1. Survey re changing time of school day at the high school.

**VIII. TREASURER’S REPORT**

Nazih Noujaim read the Treasurer’s Report:

Balance in General Fund as of 12/6/17:	\$6,889,889.37
Tonight’s invoices total:	\$667,073.26
General Fund:	\$665,395.95
Federal and State Grants:	\$0.00
Adult Ed, Other Grants, Athletic Fund:	\$1,677.31

**IX. STUDENT REPRESENTATIVE’S REPORT** (Anna Witkowski, Bayan Galal)

Tonight’s report was shared by Anna Witkowski.

**X. EXEMPLARY PEOPLE AND PROGRAMS**

1. Recognize Trooper Cummings for cyberbullying presentations in schools  
Trooper Cummings was unable to attend this evening’s meeting but was sent a certificate of appreciation.

**XI. REPORT OF SUPERINTENDENT**

**A. Superintendent’s Update**

1. LLES steam pipe repair report. (Steve Martoni)  
Mr. Martoni reported regarding the memo in the Board’s packet about the leak found on November 12. MJ Daly was contracted and the work was completed within three days. The holes were filled with asphalt and will be switched over to concrete come spring. This will be added to the Capital Improvement Plan.
2. Sprinkler report for WRHS. (Steve Martoni)  
Mr. Martoni reported that MJ Daly did a visual inspection and gave a worst case scenario figure. Areas of critical concern will be addressed during the week of December 26. At LRMS, 143 minor issues were detected, nothing critical. It will be looked at in more depth and will be addressed on the Capital Improvement Plan, as well.
3. Facility usage report.  
Mr. Yamin produced the report which comes out twice per year.

Mr. Yamin also mentioned that the NARCAN policy would be discussed tomorrow with the nurses and Mr. Ogren. He also mentioned the CAPSS student awards will be held tomorrow evening at Grassy Hill Country Club.

**B. Action Items**

1. Act to approve new course for WRHS: AP Computer Science Principles.

A MOTION was made by Nazih Noujaim and SECONDED by Christine Arnold to approve new course for WRHS: AP Computer Science Principles.

**ALL IN FAVOR** (weighted vote totals 5.3)

**17-190**

2. Act to approve proposal for Seal of Biliteracy at WRHS for students who demonstrate proficiency in a second language.

A MOTION was made by Nazih Noujaim and SECONDED by Daisy Laone to approve proposal for Seal of Biliteracy at WRHS for students who demonstrate proficiency in second language.

**ALL IN FAVOR** (weighted vote totals 5.3)

**17-191**

3. Act to accept resignation of Asst. Director of Special Ed/Pupil Personnel Svcs.

A MOTION was made by Nazih Noujaim and SECONDED by Christine Arnold to accept resignation of Assistant Director of Special Education/Pupil Personnel Svcs. effective December 22, 2017.

**ALL IN FAVOR** (weighted vote totals 5.3)

**17-192**

### **C. Director of Finance and Business Operations Report**

Mrs. Mangini reported that she participated in a conference call with the District's financial advisor as there were some concerns about the Town of Prospect's vulnerability to the recent State budget cuts. It was noted that the Region, in collaboration with the towns, had a plan to help minimize the loss of revenue. It was also noted that the issue would be further reviewed and a final decision will be expected next week.

The auditors are completing their work and have provided a draft of the financial statements. The state deadline of December 31 will be met. The final report will be presented to the Board in January. The latest financial summary report was included in the Board packet.

### **D. Old Business**

### **E. New Business**

### **F. Items to be discussed at future BOE meetings**

1. New policy for NARCAN.
2. Review BYOD (Bring Your Own Device) policy.

### **G. Information Items**

1. PAC notes in packet
2. Panel discussion January 20, 2017 regarding proposed schedule changes at WRHS.

## **XII. REPORT OF COMMITTEES**

1. Personnel and Negotiations Committee
2. Facilities and Transportation Committee: **Meeting 1/10/18, WRHS, 6:15 p.m. Will act to approve contractor for AC improvements at WRHS.**
3. Curriculum Committee: **Meeting 1/10/18, at WRHS, 6:15 p.m.**
4. Policy Committee: **Meeting 1/24/18, 6:15 p.m., LRMS**
5. Public Communications

6. Technology Committee
7. Recognition Committee
8. Liaisons

- a. Schools

**Mr. Noujaim attended the Grade 7 & 8 concert. Mrs. Arnold prefers to be changed to liaison for WRHS.**

- b. Wellness Committee

- c. Professional Development Committee: **Meetings 4th Monday of each month, District Office, 3:30 p.m.**

- d. 2COM

**Mr. Yamin and Mr. Ogren are part of National Regional Council on opiate crisis.**

### **XIII. ADJOURNMENT**

A MOTION was made by Daisy Laone and SECONDED by Nazih Noujaim to adjourn the December 6, 2017, Special Board of Education meeting at 7:35 p.m.

**ALL IN FAVOR** (weighted vote totals 5.3)

**17-193**

Christine Arnold,

Board Secretary

*These minutes are subject to Board approval  
Submitted by Kelly Blum, Board Clerk*