



**COLCHESTER BOARD OF EDUCATION**  
**Colchester, CT**

**REGULAR BOARD MEETING**

**Tuesday, August 22, 2023**

**4:00 PM**

**The Commons (Black Box Theater)**

**William J. Johnston Middle School**

**360 Norwich Avenue, Colchester**

**MINUTES**

**BOARD MEMBERS PRESENT:** Chair Alexander Oliphant, Vice Chair Mary Tomasi, Secretary Margo Gignac, Rosemary Gignac, Michelle Millington, Christopher Rivers, Donna Antonacci

**ADMINISTRATION PRESENT:** Superintendent Daniel P. Sullivan, III, Assistant Superintendent Dr. Charles E. Hewes

**OTHERS PRESENT:** Business Director Rachel Linkkila, Executive Assistant to the Superintendent/Board Clerk Heather Petit, Executive Assistant to the Assistant Superintendent Michelle Flynn

**1. MEETING OPENING**

1.1 Call to Order

Chair Alexander Oliphant called the meeting to order at 4:02 PM

1.2 Roll Call

Chair Alexander Oliphant conducted a roll call of the Board.

1.3 Pledge of Allegiance

**2. \*ADDITIONS/CHANGES TO THE AGENDA**

2.1 New Agenda Items

None.

### **3. PUBLIC COMMENT**

3.1 For Public Comments, Please See Bylaw on Meeting Conduct  
None.

### **4. REPORT FROM SUPERINTENDENT**

#### **4.1 Update on Summer Initiatives**

Superintendent Sullivan stated that the main summer task has been the ongoing hiring process. Mr. Sullivan stated that the district is currently looking for a special education teacher at Bacon Academy, one more safety officer, paraprofessionals, a literacy teacher at Bacon Academy and a long-term substitute at Jack Jackter Intermediate School. Mr. Sullivan stated that although these positions are outstanding, the district is in a good position compared to many in regard to hiring.

Mr. Sullivan stated that the summer paint crew did impressive work throughout the school buildings. Mr. Sullivan thanked Director of Educational Operations Andrew Barillari and the custodians for all of their work and maintenance throughout the buildings to get them ready for the beginning of school. Mr. Sullivan thanked administrators and office professionals who worked hard to get everything ready for next week. Mr. Sullivan thanked the Board for their support as well.

Mr. Sullivan stated that the New Teacher Academy will be held at the end of the week; Convocation is on August 30, 2023, and the first day of school is August 31, 2023.

### **5. \*CONSENT AGENDA**

- 5.1 \*Board of Education Regular Meeting Minutes of June 13, 2023
- 5.2 \*Board of Education Special Meeting Minutes of August 2, 2023
- 5.3 \*BA Material Removal Request - PE Equipment
- 5.4 \*WJJMS Material Removal Request - Outdated Textbooks
- 5.5 \*IT Recycle Request - End of Life Equipment and Electronic Waste
- 5.6 \*IT Chromebook Buyback Request
- 5.7 \*Be Well at BA CAS-CIAC Grant Award

**Motion by:** C.Rivers

To approve the consent agenda as presented.

**Second:** M.Millington

**Roll call:** All in favor.

**Vote:** Motion carried.

### **6. \*PRIORITY DISCUSSION/ACTION ITEMS**

#### **6.1 \*2023-2024 Substitute Compensation**

Superintendent Sullivan and Dr. Hewes spoke to the history of substitute pay in the district and the need to stay competitive to support teachers and students. The Board discussed revising the substitute pay to be more regionally competitive.

**Motion by:** M.Gignac

To approve the substitute rates for 2023-2024 as \$115 per day for non-certified staff, \$140 per day for certified staff, and \$150 per day for permanent building substitutes; one for each school building.

**Second:** R.Gignac

**Roll call:** All in favor.

**Vote:** Motion carried

6.2 \*Budget Transfers Over \$5,000

Christopher Rivers spoke to budget transfers over \$5,000. Ms. Linkkila stated that with these budget transfers, fiscal year 2023 came in with an excess of approximately \$23.00.

**Motion by:** M.Tomasi

To approve the budget transfers over \$5,000 as presented

**Second:** M.Gignac

**Roll call:** All in favor.

**Vote:** Motion carried.

6.3 \*Grades 4-12 Patterns of Power Grammar Program

Dr. Hewes discussed the Patterns of Power grammar program that will enhance student learning and scaffold skills in grammar intervention across grade levels. Dr. Hewes said it is a one-time cost to the district. The purchase would be for Grades 4-5 classroom sets and grades 6-12 teacher instructional manuals.

Dr. Hewes presented smarter balanced whole-class performance trends which indicates the need for support in grammar. Dr. Hewes stated that this program fills that deficit and helps respond to that identified student need.

**Motion by:** C.Rivers

To approve the Grades 4-12 Patterns of Power Grammar Program.

**Second:** R.Gignac

**Roll call:** All in favor.

**Vote:** Motion carried.

7. **POLICIES – FIRST READ**

7.1 9000 Role of Board and Members

7.2 9010 Limits of Authority

7.3 9012 Legal Responsibilities of the Board of Education

7.4 9020 Public Statements

- 7.5 9222 Resignation/Removal from Office/Censure
- 7.6 9250 Remuneration
- 7.7 9270 Conflict of Interest
- 7.8 9271 Code of Ethics
- 7.9 9272 Code of Conduct

Donna Antonacci discussed the policies for the first read. Ms. Antonacci said that due to the duplicity throughout the 9000 series, many have been recommended by the Policy Committee to be consolidated.

## **8. \*POLICIES - SECOND READ**

- 8.1 \*9130 Committees
- 8.2 \*9131 Standing Committees
- 8.3 \*9132 Guidelines of Ad Hoc Committees
- 8.4 \*9325.1 Quorum
- 8.5 \*9325.2 Order of Business
- 8.6 \*9325.3 Parliamentary Procedure

**Motion by:** M.Gignac

To approve policy 9130 as revised.

**Second:** M.Millington

**Roll call:** All in favor.

**Vote:** Motion carried.

**Motion by:** M.Gignac

To remove policies 9131, 9132, 9325.1, 9325.2, and 9325.3.

**Second:** M.Millington

**Roll call:** All in favor.

**Vote:** Motion carried.

## **9. REPORTS FROM BOARD LIAISONS / COMMITTEES**

- 9.1 Reports from Board Liaisons
  - Board of Selectmen: Donna Antonacci  
None.
  - Board of Finance: Christopher Rivers

Mr. Rivers thanked everyone who came out to vote for the budget. Mr. Rivers stated that the Board of Finance will be working on the senior center project.

- P&R Commission: Margo Gignac  
None.
- PTO Collaborative: Margo Gignac  
None.
- C3 Collaborative: Rosemary Gignac  
None.
- Commission on Aging: Mary Tomasi  
None.
- Youth & Social Services: Michelle Millington  
Ms. Millington thanked social services for the vape detectors in the high school which have now been installed.

9.2 Reports from Board Committees

- Budget Finance Committee  
Nothing further to report.
- Policy Committee  
Nothing further to report.
- Curriculum Committee  
Nothing further to report.
- Facilities Committee  
Ms. Gignac reported that the board toured the schools today. Ms. Gignac said the committee will be looking to meet in the near future in regard to reviewing and updating the capital plan.

**10. BOARD ANNOUNCEMENTS AND INFORMATION ITEMS**

10.1 Next Meetings

- Budget Finance Committee: Wednesday, September 6, 2023
- BOE Regular Meeting: Tuesday, September 12, 2023
- Curriculum Committee Meeting: Monday, October 16, 2023

10.2 Personnel Report

Informational only. See attachment in Board packet.

10.3 Current Kindergarten Enrollment  
Current Kindergarten enrollment is 136 (16 pending registration)

10.4 Budget Transfers Under \$5,000  
Informational only. See attachment in Board packet.

**11. PUBLIC COMMENT**

11.1 For Public Comments, Please See Bylaw on Meeting Conduct  
None.

Superintendent Sullivan said that Amy Beguè and Dr. Hewes presented to the Bozrah Board of Education on Bacon Academy being a school choice for Bozrah Students. Mr. Sullivan stated that Bozrah reached out and were very impressed with the presentation and the districts will be working together on an contract for this arrangement going forward.

**12. ADJOURNMENT**

**Motion by:** M.Gignac  
To adjourn the meeting at 4:54PM  
**Second:** C.Rivers  
**Roll call:** All in favor.  
**Vote:** Motion carried.