

TOLLAND BOARD OF EDUCATION
Tolland Public Library
Tolland, CT 06084

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA
November 8, 2017

VISION STATEMENT

To represent education at its best, preparing each student for an ever-changing society, and becoming a full community of learning where excellence is achieved through each individual's success.

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

Regular Meeting – October 25, 2017

Special Meeting – October 30, 2017

C. PUBLIC PARTICIPATION (2-minute limit)

The members of the Tolland Board of Education welcome members of the public to share their thoughts and ideas at this time. When appropriate to do so, members of the Board and the administration may respond to comments during "Points of Information". However, in consideration of those in attendance and in an effort to proceed in a timely manner, follow-up discussion may need to take place outside of the meeting setting.

D. POINTS OF INFORMATION

E. STUDENT REPRESENTATIVES' REPORT - Alexandra Simon and Mallory Goldsmith.

F. SUPERINTENDENT'S REPORT

F.1 2018 Board of Education Meeting Dates (First Reading)

F.2 Possible Cancellation-November 22 Board of Education Meeting

F.3 Board of Education – Orientation Reminder (November 16 at the Board of Education)

F.4 Budget Update (No Enclosure)

G. COMMITTEE & LIAISON REPORTS

H. CHAIRPERSON'S REPORT

I. BOARD ACTION

J. PUBLIC PARTICIPATION (2-minute limit)

Comments must be limited to items on this agenda.

K. POINTS OF INFORMATION

L. CORRESPONDENCE

Town Council Meeting- October 24, 2017

M. FUTURE

N. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL ISSUES

O. NEW BUSINESS

P. ADJOURNMENT

TOLLAND BOARD OF EDUCATION

Hicks Memorial Center
Council Chambers
Tolland, CT 06084

REGULAR MEETING – October 25, 2017

Members Present: Mr. Sam Adlerstein, Chair; Ms. Colleen Yudichak, Vice Chair; Ms. Kathy Gorsky, Secretary; Ms. Michelle Harrold, Mr. Jeff Schroeder, Ms. Susan Seaver, Mr. Cliff Vachon, and Mr. Bob Pagoni.

Administrators Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Adlerstein called the meeting to order at 7:40 P.M. The Pledge of Allegiance was recited.

B. APPROVAL OF MINUTES

- **Regular Meeting –October 11, 2017**
Mr. Pagoni motioned to approve the minutes of the October 11th regular meeting. Ms. Yudichak seconded the motion. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION - *Prior to the meeting's start, the Chair asked the public to discuss its advice to the next Board.*

Correspondence – Ms. Gorsky noted that two letters were received. The author of one letter asked if the BOE and the Town Council could get together and send an e-mail to the Town to delineate exactly what the proposed budget represents. The author of the other letter requested that the Superintendent provide a line by line breakdown of the school budget. If the information has been published, where is it located and if not, what is the process to request such information.

Ms. Yudichak noted that students would like to see expanded AP class offerings.

JT Martino, a senior at THS, spoke in regard to the budget. The school had to implement the option of late arrival and early dismissal due to there not being enough teachers to cover classes. He added that his math class has 30 students. Further, he would like to see more honors classes to make the students more competitive in regard to college admissions.

Jane Pasini, 11 Cortland Drive, thanked the Board for its hard work and in particular Ms. Gorsky for her work over the past 4 years. She will be missed and has done a great job. Ms. Pasini noted that the students she spoke with would like to have study halls and longer passing times. Further, she would like to see the Board remain civil.

Paul Krasusky, 26 Susan Drive, thanked everyone for their service and hard work and wished everyone well. From a Town Council perspective, he enjoyed working with all of the Board members and commended everyone for working together in a non-partisan fashion. Even when contentious, they went back to the working agreements. He will always value the experience. Further, he thanked Mr. Adlerstein for his leadership. Working with Dr. Willett has been fantastic and he is an asset to the Tolland Public Schools. His work is valued and appreciated.

Brenda Falusi, 4 Laurel Drive, responded “ditto” to Mr. Krasusky’s comments.

Camden Trice, 108 Sharon Drive, spoke in regard to pay to participate. Increasing the rates to almost full price would be detrimental to future generations. Right now, most students who are currently in sports will continue to participate but parents of students in lower grades may not want to pay.

D. POINTS OF INFORMATION

Mr. Pagoni commented that working with this Board, including former member Patrick Doyle, has been wonderful and the leadership was very good. Dr. Willett is doing a fantastic job and Mr. Pagoni would like him to continue but cautioned Dr. Willett not to burn himself out. Over the past 8-10 years, the Town Council and the Board have pulled in the same direction which is beneficial to all. He wished everyone the best and noted that it has been a privilege to work with them.

Mr. Adlerstein commented in regard to the budget. There are real numbers coming from the state in regard to what the impact on Tolland may be. Further, there is a budget referendum on October 30th at the Library from 6AM to 8PM. Typically, if a budget does not pass it gets worse for the schools but in this case it may be an opportunity to reset the budget and look at it differently. The Board recognizes that things are tight in the schools – they are operating at \$1M less this year than last. Had it not been for the state budget crisis, the school would likely be operating at \$832K more than last year. If money can be restored, Dr. Willett recommends that interventionists and curriculum support be added. Mr. Adlerstein noted that the Board has not increased the families’ portion of pay to participate.

Dr. Willett thanked the students for their participation. The budget impact on THS and all the schools has been profound. Over a dozen positions were reduced districtwide. With regard to pay to participate, if there was a full pay to participate program the district would be less competitive vs. magnet and charter schools. As for study halls and longer passing times, there is a committee in place that is reviewing the schedules of TMS and THS. This includes reviewing the possibility of allowing students to earn high school credits while at TMS by leveraging resources more effectively. Further, they are always looking at ways to maximize honors and AP classes. He added that UConn ECE courses are available as well. These classes allow for substantial savings since the students, in some cases, are able to start at state schools with semesters completed while receiving a high quality education. If the UConn ECE classes were to be replaced with AP programs, the ranking may be different but the actual opportunity for students may not be better. With the two structures, AP and ECE classes, students have many opportunities to excel. Dr. Willett spoke to the concern regarding class size. Some class sizes are headed upward and this is the result of the budget reductions. The district is trying to mitigate this where possible. He noted that there is information available on the website under the FAQs in regard to class size and studies for optimal learning. A class size of 30 students is not ideal and the scheduling committee is reviewing this and studying how to best leverage the district’s resources.

Mr. Pagoni commented that he was asked by a member of the public why the referendum and election are only a week apart. Mr. Adlerstein responded that it was discussed at last night’s Town Council meeting. To stop the referendum and start it again is at least a six week process

and people will know more on October 30th than they do now. Mr. Pagoni commented that two people have said that they cannot support the budget because it is too low and Mr. Pagoni cautioned against this. Dr. Willett explained that damage has already been done to the community. If the Town does not adopt a budget soon it will have a detrimental effect. Voters are not voting on if damage will be done but on the extent. Without a budget in place, the damage to the community will be magnified. He noted, for instance, that there is going to be a special meeting regarding snow removal. There will probably be longer spans of snow day cancellations because the Town will not be able address it as it has in the past. Dr. Willett added that the adopted BOE budget is online with all object codes but they do not know at what levels this will become the budget; creating a document prior to budget approval could result in inaccuracies.

Mr. Adlerstein noted that the budget from the State may be better than the \$5M assumption and he is holding out hope that something positive will come from this and become an opportunity for the Board.

E. STUDENT REPRESENTATIVES' REPORT – Alexandra Simon

- The reps are working with the principals of schools other than THS so they can gather younger student perspectives.
- School Spirit week was held last week as was Homecoming.
- The attendance at Homecoming was an overall success but a few students felt the Arabian Nights theme was culturally offensive although that was not the intent.
- In regard to having drug sniffing dogs, when asked students had a variety of responses. Many thought it was fair to have them search for drugs at the lockers and were unopposed. Some felt there is no point in having a strong drug policy if it is not enforced. In regard to having the dogs sniff cars in the parking lot, there was a mixed response. Some believed this crossed the line of privacy and could be more trouble than it is worth if a parent is very upset. Other students felt that by using the dogs the administration did not trust them and it may cause tension among students particularly if something is in one's car and it does not belong to them.

F. SUPERINTENDENT'S REPORT

F.1. State Police Drug Research Program

A legal review is available in the F.1 attachment.

Dr. Willett explained that dogs would be searching areas including lockers and empty classrooms while students are in class. If a dog alerts on a locker or car, the student would be pulled from class so he/she can be present when the item is searched. The administration would call the parents to let them know that the dog alerted on an item.

Dr. Willett noted that the date for the searches would only be known to the superintendent and the state police. Searches would be performed on multiple random occasions since doing it once may not dissuade future drug activity. He confirmed that such searches have not taken place during his tenure as Superintendent. There have been other incidents where dogs have been brought into THS but this was in response to a secure building situation.

Ms. Moran commented that this, for a lack of a better term, is putting the cart before the horse. She does not want Tolland to be the district that is good at consequences without a proper prevention program in place. She inquired about the plan to educate students to prevent drug use and if the SROs would be involved since one reason for putting them in place was to build connections and trust with students. She noted that she is not concerned as much with disruption since students will be in class.

In response to Ms. Moran's inquiry, Dr. Willett explained that there a Strategic Prevention Framework (SPF) and they could look here for items that may assist with the approach to the problem and should be investigated to determine what could be implemented. Heroin and other drugs are a challenge for the community and the SPF is a way of looking at the topic; further, grants are available for prevention. This may be something to consider doing in addition to the drug search program. Dr. Willett complimented the administration and staff for struggling with this difficult situation and explained that there are resources that can be added to assist with the issue.

Mr. Vachon asked how Tolland compares to other communities in regard to drug use and problems in the schools. Dr. Willett referenced the E.R.A.S.E. (East of the River Action for Substance Abuse Elimination) surveys (anonymous survey where students self-report) for 2010 & 2014 which are posted online. He noted that the results showed some important statistics.

Ms. Seaver inquired if someone reports that a student is dealing out of a locker if the search dog could be called in. Dr. Willett explained that in such a situation, if there is reasonable cause, a locker could be searched based on the legal concepts of reasonable cause and en loco parentis.

Ms. Harrold commented that she spoke with some parents and they are supportive of having the drug searching dogs in school but they do not want them to search the parking lot. Ms. Harrold asked what would be done to educate students i.e. start younger and what meaningful consequence would there be for a student who is caught. Dr. Willett explained that if a student has possession of drugs, they are usually given a suspension. If a student is involved in distribution, it is a bigger thing and may involve expulsion and charges. He explained that if someone is found to be in possession of drugs that identifies them as someone who needs attention and help; yet, there are some agencies that may ask about such a suspension on an application so if one needs to answer in the affirmative, there could be impacts that go beyond high school. Dr. Willett added that if the dogs are not going to search the parking lot then they might as well not use the program. If potential perpetrators know cars will not be searched they will just put the drugs in the car. His recommendation is that the district increase involvement in strategic prevention measures and other activities that are community based. In his professional experience, he knows the challenge goes beyond the students, so whatever action taken should "do no harm" and bring the community to a place where these challenges can be effectively addressed. He added that there have been a number of requests for this police drug search program and it would be remiss of him not to bring this to the Board's attention.

Mr. Adlerstein commented that he would like to have a presenter come in and share information about what other communities have done in regard to drug use and best practices. He added that he is concerned about unintended consequences such as trust issues. Dr. Willett agreed to bring this topic back in such a context.

The Board addressed item I1 at this time.

- F.2. 2017-2018 Budget Update (No Enclosure)
See discussion under item D.

- F.3. BOE Reflection/Transition/BOE orientation (No Enclosure)
Mr. Adlerstein reviewed highlights of the Board's work over the past two years. It was noted that Dr. Willett will host an orientation session for new Board members which is similar to the one offered by CAFE.

G. COMMITTEE AND LIAISON REPORTS

- Finance and Facilities – The minutes from the last meeting were posted.
- Negotiations – Negotiations have been completed with the paraprofessionals.
- CAFE - Annual Conference is scheduled for November 17th and 18th. CAFE will host a session for new Board members and leadership on December 7th. CAFE will hold a seminar at 3PM on October 26th regarding the state budget.
- Policy – the Board's Charter Revision recommendations were passed on to the Commission

The Board agreed to reschedule the Community Budget Workshop from November 15th to another day in November so that Dr. Willett may attend the CT Teacher of the Year ceremony.

H. CHAIRPERSON'S REPORT - none

I. BOARD ACTION

I.1. Five Year Capital Plan 2018-2023

Mr. Pagoni motioned to accept the Tolland Public Schools Capital Budget Request and authorize the Superintendent to officially submit this request to the Town Manager. Ms. Gorsky seconded the motion. A discussion took place. Mr. Schroeder inquired if this is what was put up to bond. Dr. Willett reviewed the attachment. All were in favor. Motion carried.

The Board addressed item G next.

J. PUBLIC PARTICIPATION

Liz Costa, 54 Josiah Lane, noted that the budget referendum is scheduled for October 30th, 6AM – 8PM. She asked that people join them at Star Hill on Saturday and Sunday from 2-5PM to make bipartisan phone calls to remind residents to vote. She commented that the \$9.6M bond was voted on at referendum and inquired if the Town Council was still discussing if it would be put out to bond. Dr. Willett responded that the bond was approved at referendum but given the current budget situation, the Town is deciding to what extent those funds should be bonded/utilized. The Town authorized to bond up to \$9.6M. Ms. Costa commented that she echoed Mr. Martino's comments in regard to the size of classes. Her students are in an honors

English class at THS. They turned in a paper a week ago and have been told they will not get it back for another 2 weeks. This is too long - feedback is a gift particularly in writing and affects students' learning. If God forbid the budget does not pass, she hopes the Board and the Town Council will do something to improve class size for next year. Ms. Costa noted that she agrees with having the drug sniffing dog but only in the school and wants to see preventative action taken as well. She heard what Dr. Willett said in regard to the parking lot but disagrees. Such searches infringe on people's civil rights. Ms. Costa encouraged all to listen to the song, "Don't Cry for Me Argentina" as it is appropriate for what is going on in the State. Lastly, she congratulated everyone on coming together over the last year and supports everyone on the Board. She thanked Ms. Gorsky for doing a great job with correspondence and the challenging items. Mr. Adlerstein has done a great job with leadership and all have worked bipartisanly. Ms. Costa inquired if unoccupied bathrooms would be searched by the dogs as well. Dr. Willett responded that all unoccupied areas would be open to search.

Brenda Falusi spoke in regard to the drug sniffing dogs. She inquired if when the dogs are in the building if it would be a secure building. She believes it would be great to have the dogs come in to do training and show that it is one tool being used. In regard to police searching vehicles, they do such searches all the time and have training to address the issue that multiple people may use vehicles. She noted that those who park their cars have paid for the spot and use of the property. Thus, perhaps the drug search is something that could be added to the contracts. She added that in regard to trust there are also students who want to know that the administration is going to follow through on their words. If they say this is something they care about they need to show it. Lastly, she thanked Ms. Gorsky and everyone for all they have done. She likes the Board's energy and engagement of the community.

Jennifer McLarney discussed the drug sniffing dogs with her daughter. Her daughter saw it as a preventative measure and akin to a lockdown which is no big deal. It is a preventative to keep everyone safe and in school the number one thing should be safety.

K. POINTS OF INFORMATION

The Board had a celebration and a general discussion took place.

L. CORRESPONDENCE

- Town Council Meeting – October 10, 2017

M. FUTURE AGENDA ITEMS

1. BOE Orientation/Refresher
 - a. Roles and Responsibilities
2. Mastery Learning Update
3. Culturally Responsive Education
4. TPS Schedule Committee

N. NEW BUSINESS - none

O. ADJOURNMENT

Ms. Gorsky motioned to adjourn the meeting at 9:30PM. Ms. Seaver seconded the motion. All were in favor. Motion carried.

Respectfully submitted,

Lisa Pascuzzi
Clerk

TOLLAND BOARD OF EDUCATION

Hicks Memorial Center
Council Chambers
Tolland, CT 06084

SPECIAL MEETING – October 30, 2017

Members Present: Mr. Sam Adlerstein, Chair; Ms. Colleen Yudichak, Vice Chair; Ms. Kathy Gorsky, Secretary, Ms. Michelle Harrold, Mr. Jeff Schroeder, Ms. Karen Moran, Mr. Cliff Vachon, and Mr. Bob Pagoni.

Administrator Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Adlerstein called the meeting to order at 7:40 P.M. The Pledge of Allegiance was recited.

B. DISCUSSION OF STATE BUDGET, REFERENDUM, AND NEXT STEPS

Mr. Adlerstein said that for the purpose of this Special Meeting, they will assume that today's budget referendum does not pass. The polls close at 8:00 P.M. and they should know the results before the meeting has ended. He said their purpose this evening is to fill in the blanks with a request to the Town Council of a budget of a certain dollar number, which would represent a reduction of a certain dollar number. Mr. Adlerstein said as part of the process of this evening's discussion, he would periodically open the discussion to the public for their input and questions.

Macie Tozzoli of 79 Cook Road asked how much the Board needs to be whole with what has been spent for the year. Mr. Adlerstein said this is what the discussion will be focusing on this evening.

The Board reviewed five options for adjusting the recommended budget. Ms. Gorsky suggested they work backward after determining their priorities. She said she felt it is very important for the Board to add back a curriculum director to the budget.

Using various slides, Dr. Willett provided an historical comparison of the budget over the ten year period from 2007 to 2017 and some options for the future. Over this time period the education budget has increased about \$7.7 million and the largest drivers have been for costs associated with special education, which accounts for about \$4 million. The remaining costs come from regular transportation, benefits, and maintenance/custodial costs. He said the Lighthouse concepts that he has been proposing can address some of the special education challenges.

October 30, 2017 Tolland Board of Education

One big challenge is that special education services are mandates and in addition other unfunded mandates which were previously paid for by the state have now been passed on to the towns and schools. An example is the TEAM program, and specifically TEAM facilitator training, which is mandated and schools are not allowed to opt out of it.

Dr. Willett said their top priorities include Interventionists who are critical to helping students struggling with reading and math. Another large priority is bringing back four teachers.

Laura Roberts of 74 Nedweid, asked if the number of special education students in Tolland has increased or decreased. Dr. Willett said the number of SE students has increased even as enrollment has gone down. He said when interventionist resources are stripped away, it hurts students as they generally end up requiring more resources down the road.

Tammy Nuccio of 71 Webber Road said she thought special education students were being outplaced. Dr. Willett said some are; however, a district can have a small number of special education students, but the costs for their education remains high. Ms. Nuccio also asked how many special education students Tolland has. Dr. Willett said it fluctuates but tends to be around 12 percent of the student population. He said the ratio from outplaced students to special education students is relatively small, but a student will not need to be outplaced to have an impact on the budget. He said their costs for special education are way outside the norm for comparable districts and that outplacement and designation within the district are both issues.

Dr. Willett reviewed the rating scale for needed items in the budget. Summarized as a (1) an immediate necessity and presents compliance issues, while a (2) designates something that is needed soon, and a (3) is something that is needed. In reviewing a chart of these needs, he said it is felt that six interventionist positions are an immediate necessity (1), noting that interventionists in the area of reading and math have been stripped away over the years and they are seeing the effects of that loss. Vulnerable children are struggling to get the assistance they need, and as a result Tolland has gotten the attention of the state. Basically, that review is a timely process after which the State will likely inform them that they need to have interventionists.

Second on the list are four teachers, which Dr. Willett noted was also designated as a (1) immediate necessity. The third item on the list is a Director of Curriculum, which Dr. Willett said is extremely important as well. Dr. Willett said he is trying to fill that role on his own and cover the bases for now, but he cannot do it all and is concerned that he may miss something at some point, which could have repercussions for the district. The job involves state grants, as well as curriculum planning and writing, which are difficult to execute.

Another item on the list is curriculum materials/professional development, and substitutes, which had a (2) designation. Dr. Willett said they have gone from five to two members in the Curriculum staff, which has had a negative impact. He said they need to align curriculum with Common Core, and science curriculum writing and preparing for the NGSS standards is a major concern. Currently the district does not have what it needs to lead this effort.

October 30, 2017 Tolland Board of Education

Fully funding all of these items would cost about \$1.3 million. If the Board provided minimum funding by hiring less than the number of staff required, the costs would be approximately \$705,000. The apportioned costs for these---what they would cost if full staffing were hired November 1, four months into the budget year---would be \$966,000.

Karen Moran reported that the results of the referendum had been posted. The referendum failed by a vote of 364 in favor and 1,360 against.

Dr. Willett said a future priorities for consideration are a curriculum supervisor for science and a special education supervisor but this was not part of any request right now. Mr. Adlerstein asked how quickly some of these positions could be filled if they were approved. Dr. Willett said that some interventionist positions could be filled quickly with the people getting to work right away. He said Principals know exactly who the students are in their school who would benefit from those resources, and it is that part of their school population that he is feeling most anxious about. Dr. Willett said that because of the state situation, towns have eliminated interventionist personnel, so some good talent might be readily available. However, there might also be competition for them now that the budget may soon be settled.

Karen Moran clarified that the apportioned costs for these items would only apply to this year. Dr. Willett agreed. He said it is important to keep in mind that they would be taking on the full weight of these costs in subsequent years.

John Crickmore of 31 Cook Road asked for clarification on how many interventionists, teachers and curriculum supervisors the board was looking to add back to the budget. The ideal would be six interventionists, four teachers, and one curriculum supervisor.

Liz Costa of 54 Josiah said it would be foolish to assume that they only need these positions for one year, so they need to be looking at the long term. She said in the spirit of the MBR, which was made part of the state budget for the reason that they did not want to cut education too much in any one year, she asked where would interventionists be placed to do the most good. She said they need to look at it as filling the cupboard before the storm. Dr. Willett said if he had to make choices, he would focus interventionists in Grades K-5 or K-8 as it is generally better to remediate earlier in a child's education, but that the high school desperately needs interventionists as well. He said his priority would be to have two math interventionists at Birch Grove, one math at Tolland Intermediate School, and one math at the Tolland Middle School, and one reading and one math at Tolland High School.

Liz Costa also asked if it might help as a stop gap to hire a curriculum supervisor with a science background so that person could fill a dual role for the town. Dr. Willett said it is very difficult to do this and if the district does not have the structures for it, that person will not stay. Such a person would not want to do the job if he or she could not do it well.

Kate Howard-Bender of 103 Goose Lane said with the changes they may be seeing in funding from the state, this is their opportunity to recoup some of their services. She said it hurts their kids in the long haul if they don't have proper staff and being out of compliance will also hurt the town. She added that interventionists used early on help keep students

October 30, 2017 Tolland Board of Education

from needing more expensive services later in their education. If they don't get the help now, they often end up getting pipe-lined into special education.

Deb Goetz of 176 Kate Lane asked how many curriculum supervisors the district currently has. Dr. Willett said they have one for reading and one for math. She also asked if the costs on the chart for staff included benefits. Dr. Willett said it does.

Chris Plourde of 101 Metcalf Road asked what compliance items may not be met. Dr. Willett said an example could be TEAM education, which is often a two to three year process, requires multiple state trainings and five modules must be completed over two years by certain teachers. A facilitator needs to keep track of this information. In addition, all teachers must do a state required reading survey to determine how well they are prepared to teach reading. Without having that individual to keep on top of these items, it is very easy to drop the ball. Dr. Willett said if he misses something, the district could lose grant money and it could interfere with a teacher getting their proper certifications. In addition, it sends a red flag to the state.

Bill Eccles of 106 Sugar Hill Road asked Dr. Willett to publish a link and the spreadsheet to this information on the town website.

Brenda Falusi of 4 Laurel Ridge said in their cost avoidance and cost savings conversations, they should also keep in mind time avoidance. It is important they don't waste their energies.

Mr. Schroeder asked if there were any new unfunded mandates that might be coming along that would impact the budget further. Dr. Willett said there are many and it is a very frustrating situation for him and for educators as well. The TEAM review costs were foremost in his thoughts, but he said there are more and he would post them to the website. He said often there is little notice that the state will no longer be paying for a mandated item, and it is hard to plan for costs when they come into them that way. He said they need to do more advocacy work with local legislators because unfunded mandates drain town resources.

Mr. Adlerstein steered the conversation back to what they should recommend to the Town Council budget-wise when they meet this Wednesday night. Dr. Willett reminded the Board that there are elements on both the Board of Education and Town side that affect both, such as the costs for rental drivers for snow removal at school and municipal lots. Mr. Adlerstein asked Mr. Eccles if he could give them any guidance as regards to process for the Town Council meeting on Wednesday.

Town Council member Bill Eccles said the Council will likely look at the slate of options at their meeting, but that they would probably want to see more than just a number from the Board, and rather some further resolution of that number. He said they may need to lay out options based on Dr. Willett's priorities that he reviewed this evening. In terms of process he said he would think they would need to look at the minimum and maximum costs of each option and how they would impact the mill rate.

October 30, 2017 Tolland Board of Education

Mr. Adlerstein said they could take the position arguing for Dr. Willett's recommendations to add back the apportioned costs of the items they need.

Mr. Schroeder asked which of the five outlined options they would be able to live with as a Board.

Ms. Harrold said she did not know why they did not go back to their original recommendation in March for a 2.14 percent increase, keeping in mind that they will be operating at \$1 million less.

Ms. Moran said there is a big dollar gap between Options 4 and 5 and she would be open to looking at something in between those two numbers for the Board and for Town services as well. She said the State police issue will be big.

Ms. Gorsky said she felt Option 5 would not get any traction with the town, and while she doesn't feel it is unreasonable, it would be a struggle to pass. She was also open to a number above Option 4.

Mr. Eccles said they would need a resolution and a mill rate and budget at the Town Council meeting. He said they would need to get a number to Mr. Werbner.

Mr. Adlerstein said he felt the apportioned cost of \$966,250 is a starting point. Dr. Willett said he would advocate for getting back positions on the spread sheet as it is his job to inform the Board where the holes are, and these restorations would bring them to a better position.

Mr. Pagoni said he felt the Board was putting band-aids on everything and they should instead simply say what they need and leave it to the Town Council to tell them what they can have. Adding to Mr. Pagoni's point, Ms. Moran said the numbers they came up with back in February were arrived at with Board members cognizant of the future, and that being on track with that is still being responsible.

Ben Kleinberg of 35 Stephanie Lane said they could add an Option 6 to the recommendations and call for an addition of \$1.3 million which would cover the full yearly costs of the fully staffing the positions discussed.

Mr. Schroeder said an Option 7 could be to call for the 2.14 percent increase in the budget, which was originally proposed last March.

Dr. Willett said the Board should keep in mind that education will get more competitive and they don't want magnet and charter schools to be more appealing than what is offered in the home district. They have to play offense and stay competitive, as the state will only be taking away more revenues as time goes on.

Liz Costa asked about how many dollars have been spent on special education this year and how much leeway in the budget is there for kids moving into town with special needs. Dr. Willett said it is hard to predict who will move in with special needs, but the town and school are required to fulfilling requirements. There is no exact science, and with the state

October 30, 2017 Tolland Board of Education

cutting funds to cover these needs, it is worrisome. Ms. Costa also asked what the impact has been at the teacher level. Dr. Willett said there is a high level of frustration. They need a resolution.

Mr. Adlerstein said from the Board of Education's position, they could justify a 2.14 percent increase, which is \$1.8 million higher than it is now, after a \$1 million reduction. They feel there is justification for the specific \$1.3 million for the positions discussed. There was consensus from the Board to ask Dr. Willett to relay recommendations to the Town Council.

C. ADJOURNMENT

Mr. Vachon made a motion to adjourn the meeting at 9:20 P.M. Ms. Gorsky seconded the motion. All were in favor. Motion carried.

Respectfully submitted,

Annie Gentile
Substitute Clerk

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: 2018 – Board of Education Meeting Dates

ITEM SUBMITTED BY: Walter Willett, Ph.D., Superintendent

FOR BOE MEETING: November 8, 2017

ITEM SUMMARY:

Attached please find the recommended Board of Education meeting dates for calendar year 2018. The calendar includes dates for proposed meetings on the second and fourth Wednesdays of the month.

FINANCIAL SUMMARY:

N/A

BOE ACTION DESIRED:

Proposed motion: *Motion to accept the proposed Board of Education meeting dates for 2018.*

SUPPORTING MATERIALS ATTACHED:

Meeting Dates for 2018 document

TOLLAND BOARD OF EDUCATION
2018 Meeting Dates
7:30 p.m.

| | |
|------------------|-----------|
| January | 10 24 |
| February | 14 28 |
| March | 14 28 |
| April | 11 25 |
| May | 9 23 |
| June | 13 27 |
| July | 11 25 |
| August | 8 22 |
| September | 12 26 |
| October | 10 24 |
| November | 14 28 |
| December | 12 26* |

*Meetings followed by an asterisk have previously been cancelled because of past practice and could potentially be cancelled. Final determination will be made closer to the date. Meetings are held at the Hicks Municipal Center, Council Chambers.

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Cancellation of November 22, 2017 Board of Education Meeting

ITEM SUBMITTED BY: Walter Willett, Ph.D., Superintendent

FOR BOE MEETING: November 8, 2017

ITEM SUMMARY:

I am recommending the Board of Education meeting scheduled for November 22, 2017 be cancelled. November 22th is the day before Thanksgiving. This meeting has traditionally been cancelled.

FINANCIAL SUMMARY: [N/A or put in a summary]

BOARD ATTORNEY REVIEW: [N/A or put in a summary]

BOE ACTION DESIRED:

SUPPORTING MATERIALS ATTACHED:

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM OCTOBER 24, 2017

MEMBERS PRESENT: Rick Field, Chair; William Eccles, Vice-Chair; Robert Green; Paul Krasusky; Kristen Morgan and Joseph Sce

MEMBERS ABSENT: David Skoczulek

OTHERS PRESENT: Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Heidi Samokar, Director of Planning and Development

1. **CALL TO ORDER:** Rick Field called the meeting to order at 7:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** Observed.
4. **PROCLAMATIONS:** None.
5. **PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION** *(on any subject within the jurisdiction of the Town Council) (2 minute limit)*

Katie Murray of 8 Lisa Lane: She thanked Mr. Field for his service to the Town of Tolland. She appreciates all the public service that he has volunteered to Tolland

Sam Adlerstein of 164 Pine Hill Road: He echoed what Ms. Murray said. He thanked Mr. Field and the rest of the Council members for their service on behalf of the BOE. He appreciates that Mr. Field always wanted to turn it back to see and hear what the residents thought.

Bob Rubino of 296 Weigold Road: He extended his thanks to the Council members, whether they were returning or not. He commented that Mr. Field ushered in an age of bipartisan of governance for Tolland.

Sara Beth Nivison of 351 Gehring Road: She said all the Council members have gone above and beyond, especially with what is going on with the State. She said she had the upmost respect for Mr. Field. She hopes that the Council Hour will continue with the new Council. It has been a valuable tool.

Mr. Field said anything that he has been able to accomplish is because of people like those in the audience, and the people that he works with. This isn't a one person show.

Liz Costa of 54 Josiah Lane: She thanked the Council members. She appreciates the bipartisanship that they bring, and how they reach out to the community.

Colleen Yudichak of 12 Blueberry Hill Road: She agreed with everyone else. She thanked the Council members for their service and wished them all good luck.

6. **PUBLIC HEARING ITEMS:**

6.1 Consideration of a resolution to adopt a Right to Farm Ordinance.

Arden Tanner, Linda Palmer and Sarah Farrell were present from the Ag Commission.

Heidi Samokar spoke on behalf of the Commission. When the Town Council created the Agriculture Commission a few years ago, one of the charges given to them was to determine whether Tolland should adopt a Right to Farm ordinance. This past July, the Agriculture Commission presented its research. They believe the town should adopt an ordinance. The Council tasked the Commission with drafting an ordinance for consideration. The Commission is back and has provided the Council with a draft ordinance. It is based on the State's Right to Farm law and laws passed by a number of other Connecticut municipalities.

Bill Eccles moved to open the public hearing; Seconded by Robert Green. All in favor. None opposed.

Jan Rubino said she supports this wholeheartedly.

A straw poll was conducted of all those in favor of this resolution. 22 in favor. 0 opposed.

Bill Eccles moved to close the public hearing; Seconded by Robert Green. All in favor. None opposed.

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED that the Town Council adopts a Right to Farm ordinance.

The ordinance is effective November 30, 2017.

Seconded by Robert Green. All in favor. None opposed.

6.2 Consideration of a resolution to approve changes to Ordinance #46 Sections 94-2, 94-17, 94-20, 94-22, 94-23 and 94-24 of the Solid Waste and Recycling Regulations.

Mr. Werbner said this cements changes that the Council has already made to the Solid Waste, Recycling and Hazardous Waste procedures. In particular, they are:

- Removing reference to waste oil since it is no longer an item picked up by our Vendor due to environmental concerns;
- Removing the section that allows option for residents to purchase a second refuse cart;
- Changing the number of recycling carts per household from the current (1) to (2) per single family home;
- Changing sections to reflect that recycling is now bi-weekly; and
- Updating E-Waste section to conform to current practice.

Bill Eccles moved to open the public hearing; Seconded by Robert Green. All in favor. None opposed.

A straw poll was conducted of all those in favor of this resolution. 18 in favor. 0 opposed.

Bill Eccles moved to close the public hearing; Seconded by Robert Green. All in favor. None opposed.

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the attached revised sections of Chapter 94 – Solid Waste Regulations (sections 94-2, 94-17, 94-20, 94-22, 94-23, 94-24) of the Code of the Town of Tolland.

Seconded by Robert Green. All in favor. None opposed.

7a. REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL: None.

7b. REPORTS OF TOWN COUNCIL LIAISONS: Robert Green, TWC: The meeting was very productive. He referred the residents to the minutes for the particulars. **Bill Eccles, WPCA:** The Town of Vernon will need to upgrade their sewage waste treatment plant to the tune of \$80m. Tolland is responsible for \$2m. **Sam Adlerstein, BOE:** He said they are still budget focused. He reminded the public that there is a budget referendum on October 30, 2017 at the Library.

8. NEW BUSINESS (ACTION/DISCUSSION ITEMS):

- 8.1 Consideration of a resolution to approve Tolland Non-Profit Housing Corporation's request for assignment of lease for sale of house on Rolling Meadow.

Edward Sederquest, President of the Non-Profit Housing Corporation spoke. He said they recently met, reviewed the application, and are asking the Council to act favorably on the assignment of the lease.

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED that the Town Council of the Town of Tolland, acting in its capacity as the sole member of the Tolland Non-Profit Housing Corporation, hereby approves the assignment of the lease of the property known as 100 Rolling Meadow to Qualified People (as that term is defined by the State of Connecticut, Department of Housing) pursuant to the terms of the Assignment attached hereto.

Seconded by Robert Green. All in favor. None opposed.

- 8.2 Consideration of a resolution to declare equipment as surplus property within the Town.

Mr. Werbner said as part of the renovations and expansion of the Library there is some out dated equipment that is deemed to be surplus. They would like to dispose of the items or sell those of value.

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED that the following attached list of items are hereby declared surplus and may be disposed of in accordance with Policy A176-4, Policy Concerning Disposal of Surplus Personal Public Property.

Seconded by Robert Green. All in favor. None opposed.

- 8.3 Appointments to vacancies on various municipal boards/commissions.

Bill Eccles motioned to make the following re-appointments:

- 8.3.a Re-Appointment to Board of Assessment Appeals
Leslie Howlett III (Alternate), 3 Beech Road, term 11/08/2017 – 11/06/2019
- 8.3.b Re-Appointment to Fence Viewer
Robert Rubino, 296 Weigold Road, term 11/08/2017 – 11/06/2019

- 8.3.c Re-Appointments to Historic District Commission
Morgan (Mariah) Bumps (Alternate), 25 Tolland Green, term 11/12/2017 – 11/12/2022
Jodie Coleman-Marzialo, 79 Tolland Green, term 11/12/2017 – 11/12/2022
- 8.3.d Re-Appointments to Inland Wetlands Commission
Elizabeth Banning, 32 Browns Bridge Road, term 11/08/2017 – 11/06/2019
Raymond Culver, III (Regular), 342 Gehring Road, term 11/08/2017 – 11/06/2019
Arden Tanner, 693 Buff Cap Road, term 11/08/2017 – 11/06/2019
Todd Penney, 84 Angela Drive, term 11/08/2017 – 11/06/2019
Scott Tardif (Alternate), 438 South River Road, term 11/08/2017 – 11/06/2019
- 8.3.e Re-Appointments to Library Advisory Board
Lynn Caley, 593 Old Post Road, term 11/08/2017-11/08/2021
Marilyn Shirley, 27 Alden Circle, term 11/08/2017 – 11/08/2021
Debra Slack, 187 Charles Street, term 11/08/2017 – 11/08/2021
- ~~8.3.f Re-Appointments to Planning & Zoning Commission Alternates~~
No action was taken on these appointments tonight.
- 8.3.g Re-Appointment to Recreation Advisory Board
Jeffrey Maron, 52 Fox Ridge Lane, term 11/08/2017-11/08/2021
- 8.3.h Re-Appointments to Tolland Public Library Foundation, Inc.
Linda Byam, 70 Woodsfield Drive, term 10/31/2017 – 10/31/2019
Alison Haigis, 13 Elna Drive, term 10/31/2017 – 10/31/2019
- 8.3.i Re-Appointment to Town Historian
Peter Palmer, 412 Hunter Road, term 11/08/2017 – 11/06/2019
- 8.3.j Re-Appointment to Tree Warden
William Pakulis, 146 Virginia Lane, term 11/08/2017 – 11/06/2019

Seconded by Robert Green. All in favor, none opposed.

9. **OLD BUSINESS (ACTION/DISCUSSION ITEMS):** None.

10. **REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1ST MEETING OF THE MONTH ONLY):** Mr. Werbner provided an update on the State's budget. There could be an agreement voted on as soon as tomorrow. If there is a budget adopted, and if there are numbers available before the Referendum takes place, they will get the numbers out to everyone so that they can make an informed decision when they go and vote. He doesn't believe they will have that information before October 30th though. Due to the time constraints, the Referendum will need to move forward. They don't have time to start and stop the process again.

11. **ADOPTION OF MINUTES**

- 11.1 October 10, 2017 Regular Meeting Minutes: Bill Eccles moved to adopt the *amended* minutes; Seconded by Robert Green. *The minutes should reflect that Joseph Sce was absent from the meeting.* All in favor. None opposed. Kristen Morgan and Joseph Sce abstained.
- 11.2 October 12, 2017 Budget Presentation Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Robert Green. All in favor. None opposed. Kristen Morgan and Joseph Sce abstained.

12. **CORRESPONDENCE TO COUNCIL:** Mr. Field did have some e-mails at home. He will bring them to the Town Manager's office.

13. **CHAIRMAN'S REPORT:** Mr. Field reported the following:
- ~ The Budget Referendum is October 30, 2017 in the Library Program Room.
 - ~ The election is November 7th. The election will be held in the normal polling places.

Mr. Field said it has been an honor to serve the town for 30+ years. He is proud to have promoted resident participation, and that they have kept Government as transparent as possible. They have tried to let everyone know what is happening before it happens. He is proud of this Council this term. They have gone through some hard times, but they kept their heads together and worked together, especially with the BOE.

He thanked the following:

- ~This Council: They have made him look good, and they have been great. He has been blessed.
 - ~Mr. Werbner: One of the best things he did on a Council was to make sure they hired him. He has been wonderful for this town. He has made him look good.
 - ~Mr. Eccles for being his Vice-Chair. He has been excellent. They have worked well together.
 - ~Lisa and Michelle: They are always here, and they always do a great job.
 - ~Lynn and Kim: Those two executive secretaries work harder, and do more for this town than anybody really knows.
 - ~Clem Langlois: He was a good town employee for a number of years and he misses him.
- Lastly, he thanked the residents. It's been a really good run.

14. **COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS:**

Mr. Green read the following into the record:

I'd like to say how much I have enjoyed being a Tolland Town Councilman for the past two years. It has been a privilege. I have enjoyed it more than any other activity I have pursued in my adult life. It has been a wonderful learning experience from the beginning to the end, and I will miss it. I'd like to thank everyone that I have worked with. The town staff; Michelle, our outstanding clerk; my friends and colleagues on the Water Commission; Chief Littell and my friends at the Fire Department; the many citizens that I have had the opportunity to meet and work with; my fellow Council members- Jeannie, Joe, Kristin, Paul, Dave, Bill and my "partner in crime" from the beginning; our esteemed Chair, Rick Field. I'd also like to thank our fantastic Town Manager, Steve Werbner, who has taught me many things, and was always very responsive to my inquiries and patient when I didn't understand something. I wish all of you well and safe travels.

Finally, I wish those Council members of both parties seeking reelection good luck in the coming election. You have all proven yourselves able stewards of the public trust.

Mr. Eccles told Mr. Field it has been an honor and a pleasure.

Mr. Krasusky thanked the town and the residents for giving him the opportunity to work together with them for four years. It has been an honor and a privilege to take something away from each of them. It has been an amazing experience.

Ms. Morgan thanked everyone on the Council. She thanked Mr. Field for being an amazing mentor. She appreciates everything he has done.

Mr. Sce agreed. He believes they have challenged each other to a positive extent. He appreciates everything everyone has done. He wished those who continue on good luck in this venture.

15. PUBLIC LISTED PARTICIPATION *(on any subject within the jurisdiction of the Town Council)*
(3 minute limit)

Jan Rubino of 296 Weigold Road: She thanked Mr. Field. This is going to be a very difficult time for a new Council with the retirement of Mr. Werbner, the budget issues and Charter revision. She wanted to thank the people that are stepping up to take the place of the outgoing Council members. She is so happy she was able to work with Mr. Field on the Council. She hopes the new Council will continue with the work that they have started.

16. ADJOURNMENT: Bill Eccles moved to adjourn the meeting; Seconded by Robert Green at 8:07p.m. All were in favor.

Richard J. Field, Council Chair

Michelle A. Finnegan
Town Council Clerk