

**Minutes of the Bethel Board of Education Regular Meeting held on January 22, 2015, in Board of Education Conf. Room E.**

**Attendance: None.**

**Administrative Attendance: C. Carver, K. Brooks, T. Yonsky, T. Soucy, D. Legnard, P. Chapman, C. Troetti, S. Budris**

**L. Craybas, Chairman, called the meeting to order at 7:00 PM.**

**Board Members Present: Attendance Taken at 7:00 PM:**

**Present Board Members:**

**Mrs. Jennifer Ackerman  
Mr. Stuart Carlsen  
Mr. Larry Craybas  
Mr. William Duff  
Mr. Nicholas Hoffman  
Mrs. Robin Renner**

**Absent Board Members:**

**Mr. Scott Clayton  
Mrs. Kristen Lacey  
Mrs. Melanie O'Brien**

**RECEIVED**

**2015 JAN 26 P 12:22**

**TOWN OF BETHEL  
TOWN CLERK**

**1. Call to Order**

- 1.A. Roll Call for Quorum**
- 1.B. Pledge of Allegiance**

**2. Board Recognition/A Salute to Excellence**

**Discussion:**

**Gifts to School System:**

**\$2,500 donation to BHS EMT Program from the Arnhold Foundation, NY, NY.**

**2.A. 2014 CABE Awards of Excellence for Educational Communications**

**The 2014 CABE Award of Excellence for Educational Communications were presented:**

**Honorable Mention:**

- District Website - Committee - Kit Kechejian, Susan Pare, Dan DeBlois, Danna DeSimone, Chris Troetti, Cindy Feuerman, Jessica Wismar**

- Parent/Student Handbook 2014-2015 - Susan Pare
- District Calendar 2014-2015 - Susan Pare
- Special Project (AV) - BHS Art Show 2014 - Cindy Feuerman

### 3. Consent Calendar

#### 3.A. Approval of Minutes

##### 3.A.1. Minutes - December 18, 2014 - Annual Meeting

**Motion Passed:** Move to approve the minutes of December 18, 2014 - Annual Meeting passed with a motion by Mr. Larry Craybas and a second by Mr. Stuart Carlsen.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

### 4. Correspondence

- Invitation Letter to BOE Members from Lt. Commander Mark Dwinells USN (Ret) to Military Ball, March 1, 2015, Aqua Turf Club, Plantsville, CT.
- Email from SDE regarding the Connecticut Commissioner of Education Job Posting. The Personnel Search Committee would welcome written statements describing what you regard to be the most important qualities and qualifications of Connecticut's next Commissioner of Education. This input will certainly assist the Committee as it screens applications and conducts interviews. Letters should be addressed to Ms. Pamela V. Charland, 165 Capitol Avenue, Room 301, Hartford, Connecticut 06106, and be submitted by February 4, 2015.
- Memo from Dr. Carver that was distributed at Chamber of Commerce Legislative Breakfast regarding legislative issues.

### 5. Audience Participation

None.

### 6. Administrative/Board Member Update

#### 6.A. Medicaid

Mrs. Budris, Director of SPED & Pupil Services, informed the Board that Medicaid reimbursement is available for students who are both Medicaid eligible and are identified

special education students who have a health related service on their IEP. Examples of health related services include: speech and language, OT, PT, nursing services, and mental health and counseling. Currently, it is estimated that 1600 students (ages 3-21) in the Bethel Public Schools are eligible for Medicaid reimbursement. Although a Federal reimbursement program, in Connecticut, the State Department of Social Services oversees the program. Because of the complexity in paperwork for Federal/State submission, districts utilize third party vendors to support the implementation of the Medicaid program.

**Motion Passed:** Move to authorize the administration to participate in the Federal & State Medicaid Program and to establish a Medicaid grant in the Board of Education accounts to properly account for all funds passed with a motion by Mr. Larry Craybas and a second by Mrs. Jennifer Ackerman.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

**6.B. Technology Grant**

For the second consecutive year, the Bethel Public Schools is eligible to apply for a technology grant issued by the Connecticut State Department of Education to support the implementation of the Common Core Standards and the Smarter Balanced Assessment. The grant will only support hardware and infrastructure upgrades as related to the focus of the grant. The district received funding from the same grant in August of 2013. The focus of that grant was in obtaining laptop carts and strengthening the wireless density. This year's grant focus is to replace the two Mac labs at Berry and Rockwell Schools and two Mac labs at Bethel Middle School and Bethel High School. These four labs were prioritized due to the age and life spans of the machines which have a significant impact on our ability to conduct our online assessments and support technology integration in the curriculum to support the implementation of the common core standards.

**Motion Passed:** Move to approve the Bethel Public Schools grant application District Technology Upgrades to Support Transition to the New Standards passed with a motion by Mr. Larry Craybas and a second by Mrs. Jennifer Ackerman.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes

Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

### 6.C. Dr. Carver's 100 Day Plan Update

**Motion Passed:** Move to table to the January 27, 2015 BOE meeting passed with a motion by Mr. Larry Craybas and a second by Mrs. Robin Renner.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

### 6.D. BHS Program of Studies 2015-2016

BHS Program of Studies 2015-2016 was distributed to the Board. In the 2015-2016 Program of Studies you will find the following information:

- BHS graduation requirements by grade
- Grade classification requirements by credit
- Course descriptions for required and elective classes
- Prerequisites needed for class enrollments
- Senior opportunities
- Earning college credit while attending Bethel High School
- Capstone Project Description (Grades 9-12)

## 7. Reports to the Board

### 7.A. Curriculum

#### 7.A.1. Curriculum

##### 7.A.1.a. Spanish Exchange Program

The World Languages Department of BHS and BMS seek to sponsor a reciprocal exchange with two schools in Spain with the Spanish students coming to Bethel in the summer of 2015 and the American students going to Spain in the summer of 2016. Please note that only Bethel High School students will be offered this opportunity to go to Spain; however, Bethel High and Middle School families can host this summer.

**7.A.1.b. Shepaug's Proposed Agriscience Program**

Dr. Carver reviewed the program with the Board and its impact on transportation and tuition. Dr. Carver explained to the Board this program is part of the School Choice Program. Currently our students attend Nonnawaug.

**Motion Failed:** Move to accept the Region 12 proposal to be a participating district failed with a motion by Mr. Larry Craybas and a second by Mrs. Robin Renner.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	No
Mr. William Duff	No
Mr. Nicholas Hoffman	No
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

**7.B. Policy**

**7.B.1. First Reading**

**7.B.1.a. Policy 5141.28 - Sudden Cardiac Arrest Prevention**

Committee to review.

**7.B.1.b. Policy 6142.101 - Student Wellness and Nutrition**

Ms. Yonsky, Director of Fiscal Services, informed the committee there are new regulations coming from the USDA. We now monitor and track program more. This is a new policy for review. No action is needed at this time.

Committee to review.

**7.B.2. Second Reading**

**7.B.2.a. Policy/Regulation - 5141.7 Student Sports Concussions**

P.A. 14-66: An Act Concerning Youth Athletics and Concussions requires that school districts develop a policy regarding youth concussions.

Specifically, the act requires that:

To be implemented by July 1, 2014: (1) qualified school employee must provide notice within 24 hours after removing the student and (2) make reasonable effort to provide the notice immediately after the student is removed when a student is removed from an athletic activity for a concussion or suspected concussion; (3) collect and report the nature and extent of the concussion; and (4) circumstances in which the student substantiated it.

To be implemented by July 2015: (1) SBE to develop an informed consent form on concussions for parents of student athletes (2) districts to provide the form to parents and obtain their consent authorizing the student to participate in the athletic activity; (3) implement a concussion education plan; (4) prohibit students from participating in athletic activities unless the student and his/her parents meet the requirements of the plan; and (5) annual training for coaches.

The administration has already implemented many of the requirements of the legislation, even those that are not expected to be implemented until the 2015-2016 school year. We have implemented the parental consent form developed by the CIAC. We have provided advanced training to all coaches. We have a notification process to parents. We also have a well established return to play guidelines.

It was the consensus of the committee to recommend to the Board for approval.

**Motion Passed:** Move to approve Board of Education Policy 5141.7 as recommended by the Policy Subcommittee passed with a motion by Mr. Larry Craybas and a second by Mr. Stuart Carlsen.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

## **7.C. Finance**

### **7.C.1. Budget Transfers**

**Motion Passed:** Move the Board of Education approve the budget transfers for November and December 2014 as presented by the Director of Fiscal Services passed with a motion by Mr. William Duff and a second by Mr. Stuart Carlsen.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent

Mrs. Robin Renner	Yes
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## 7.D. Personnel

### 7.D.1. Appointments/Resignations

**Motion Passed:** Move accept the resignations and appointments as outlined passed with a motion by Mr. Larry Craybas and a second by Mr. William Duff.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

## 8. Action Items

### 8.A. Appointments to Standing Committees - 2015

**Motion Passed:** Move to approve the 2015 Standing Committee assignments passed with a motion by Mr. Larry Craybas and a second by Mr. William Duff.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

### 8.B. Regulation 5131.911 - District Safe School Climate Plan

For the past several years, the district has had a District Safe School Climate Committee whose purpose is to develop district wide strategies to maintain a safe educational environment. One of our charges is to annually review our District Safe School Climate Plan. The District Safe School Climate Committee has staff representation from each school, district personnel and parents. The biggest change to the plan is with the implementation of the teen dating violence legislation into the language of the plan.

The plan outlines:

Our district policies and procedures regarding bullying, teen dating violence, and harassment. This includes definitions, mechanisms to report acts bullying, teen dating violence and harassment (including anonymously), and investigation procedures;

- Leadership and administrative responsibilities;
- District and school efforts of prevention and intervention;
- The use of school climate assessments to develop the District Safe School Climate Plan; and
- The development and review of School Safe School Climate Plans.

**Motion Passed:** Move to accept the 2014-2015 Bethel Public Schools Safe School Climate Plan passed with a motion by Mr. Larry Craybas and a second by Mr. Stuart Carlsen.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

#### **9. Recommended Executive Session**

**Motion Passed:** Move to enter into Executive Session at 8:28 PM passed with a motion by Mr. Stuart Carlsen and a second by Mr. William Duff.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

**Administrative Attendance: C. Carver**

**Present Board Members:**

**Mrs. Jennifer Ackerman**

**Mr. Stuart Carlsen**

**Mr. Larry Craybas**

**Mr. William Duff**  
**Mr. Nicholas Hoffman**  
**Mrs. Robin Renner**

**Absent Board Members:**

**Mr. Scott Clayton**  
**Mrs. Kristen Lacey**  
**Mrs. Melanie O'Brien**

**9.A. CT General Statutes 1-210(b)(2) Personnel**

**Motion Passed:** Move to come out of Executive Session at 8:46 PM passed with a motion by Mr. Larry Craybas and a second by Mr. William Duff.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

**10. Adjourn**

**Motion Passed:** Move to adjourn at 8:46 PM passed with a motion by Mr. Larry Craybas and a second by Mr. Stuart Carlsen.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes
Mrs. Kristen Lacey	Absent
Mrs. Melanie O'Brien	Absent
Mrs. Robin Renner	Yes

Respectfully submitted,  
Susan Pare  
Board Recorder