

**PLAINFIELD BOARD OF EDUCATION
PLAINFIELD HIGH SCHOOL LIBRARY**

April 12, 2017 7:00 P.M.

PRESENT: Mike Cartier, Kathleen Barry, Steve Boettcher, Cheryl Hull, Cindy Arpin, Christi Haskell, Kenneth Di Pietro, Superintendent; Ronald Lussier, Business Manager; Tammy St. Amour, Recorder; Student Representative, Arrianna Landry

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Ms. Haskell called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.
2. **ROLL CALL (taken silently by Board secretary)**
3. **CONSENT AGENDA:**

Ms. Barry made a correction to the minutes of the March meeting. She said that the minutes should reflect that Mr. Boyer gave a copy of his retirement incentive to the Superintendent and not to the Board as stated in the minutes.

MOTION: Ms. Barry moved to approve the Consent Agenda as amended.

SECOND: Mr. Cartier

VOTE: Passed unanimously.

The Consent Agenda consisted of:

- The minutes of the meeting of March 8, 2017.

4. **COMMUNICATIONS:**

- Danielson Elks Literacy Grant: Mr. Di Pietro said that the Danielson Elks are presenting the district with \$1,000 to purchase books for the Discovery Bus. He said that the books will need to be purchased before June 30th, and in return the Elks would like a photo opportunity and also an invitation to the park in the summer to read to the children.
- Recognition of Teachers, Secretaries, Paraprofessionals & Nurses: Ms. Barry read the Proclamation of Appreciations into the record thanking the Teachers, Secretaries, Paraprofessionals and Nurses for all they do for the district.

5. **PERSONNEL:**

- A. Resignations & Appointments: A letter of resignation was received from Ms. Jill Pirie, PHS Science teacher. She will leave her position at the end of the school year.

MOTION: Ms. Barry moved to accept the letter of resignation effective June 30th from Ms. Pirie.

SECOND: Ms. Arpin

VOTE: Passed unanimously.

A letter of resignation was received from Ms. Crystal Hill, PCS Math teacher, effective June 30th.

MOTION: Mr. Cartier moved to accept the letter of resignation from Ms. Crystal Hill, effective as of June 30th.

SECOND: Ms. Barry

VOTE: Passed unanimously.

A letter of resignation was received from Ms. Teresa Michaud, PHS Visual Communications Teacher. Her resignation is effective as of March 9th.

MOTION: Mr. Cartier moved to accept the letter of resignation from Teresa Michaud, effective as of March 9th.

SECOND: Ms. Barry

VOTE: Passed unanimously.

6. PUBLIC FORUM:

- A. Public Forum/Agenda Items: Mr. & Mrs. Zotti approached the Board with concerns regarding the Readiness Program. They have been told that because she is a teacher and is not employed all year, they cannot continue to have their children in the program. The regulations state that you must be employed full time. They are asking that the policies for the program be communicated more openly to parents as they were not aware of this rule when they enrolled their children.
- B. PHS Student Liaison Report: Arrianna Landry said that the spring sports are still in progress. The school production of Mary Poppins will be held on May 4, 5, & 6.

7. OLD BUSINESS:

- A. Budget & Facilities Report: Mr. Lussier stated his projections show that the district should end this school year with approximately \$30,000 remaining in the budget.

Mr. Lussier said that as far as the facilities are concerned, there are no issue to report other than the concerns at SHE. He said that they still continue to get a gas smell in the building. Nothing has been detected by the Fire Dept. or the gas company. They believe it may be the rooftop heating unit that is back feeding through the ventilation system.

Ms. Lugauskas added to the facility report stating that MES had a pipe burst in the boys' bathroom. The issue has since been resolved.

- B. FY 2018 Budget Status: The Board of Education met with the Board of Finance last week to present the budget for the 2017-2018 school year. The administration reviewed additional budget cuts that would least effect the BOE priorities. The additional cuts,

totaling \$189,902, reduces the current increase request from \$1,083,894 down to \$893,992. This represents an operating plan increase of 2.5% over the current year.

- C. 2017 Calendar Adjustment: Mr. Di Pietro presented the board with a revised calendar for the remainder of the 2017 school year. He is proposing that the calendar be extended to June 22nd. The last day for instruction will be on June 21st and there will be a PD day on June 22nd. The high school graduation will take place on June 20th and the promotion for the middle school will be held on the 21st.

MOTION: Ms. Arpin moved to approve the adjustment to the 2016-2017 calendar.

SECOND: Ms. Barry

VOTE: Passed unanimously.

- D. Status of Retirement Incentive: Mr. Di Pietro said that the Retirement Incentive was presented to the teachers. Unfortunately, there were not enough teachers interested in retiring for the incentive to be beneficial.

8. NEW BUSINESS:

- A. Healthy Food Certification: Mr. Lussier said that this is our year approval for the Healthy Foods Certification. It ensure that we will follow the guidelines established by the State in providing health food in our cafeteria.

MOTION: Mr. Cartier moved to approve the Healthy Foods Certification.

SECOND: Mr. Boettcher.

VOTE: Passed unanimously.

- B. Grant Approval: Mrs. Cadro presented the Board with the Readiness Program Grant. She said that we receive \$204,000 and this money pays for the Readiness Program housed in the Early Childhood Center.

MOTON: Ms. Barry moved to approve the application for the Readiness Program Grant.

SECOND: Mr. Cartier

VOTE: Passed unanimously

- C. TEAM Approvals: Mrs. Cadro presented to names of teachers that would like to take the training to become TEAM Mentors. Meghan Longo and Christine Gosselin have both submitted their applications.

MOTION: Mr. Cartier moved to approve Meghan Longo and Christine Gosselin as TEAM Mentors.

SECOND: Ms. Barry

VOTE: Passed unanimously.

D. Superintendent's Report: Mr. Di Pietro reviewed the graduation data that was recently received from the State Dept. He said that 83-84% of our students complete four years of high school and graduate. He said that the district needs to work on this to improve the percentage of students graduating and he noted that there is an issue with absenteeism that needs to be addressed as well.

9. STANDING COMMITTEES AND INDIVIDUAL REPORTS:

10. ADJOURNMENT:

MOTION: Mr. Cartier moved to adjourn the meeting at 7:59 p.m.

SECOND: Ms. Arpin

VOTE: Passed unanimously.