

Tentative minutes of the Bethel Board of Education Special Meeting held on December 04, 2014, in Board of Education Conf. Room E.

Attendance: Jen Larsen

Administrative Attendance: C. Carver, K. Brooks, T. Yonsky

L. Craybas, Chairman, called the meeting to order at 6:48 PM.

Board Members Present: Attendance Taken at 6:48 PM:

Present Board Members:

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

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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**

Gifts to School System

Districtwide - Professional Carpet Cleaning Machine & Supplies, valued at \$1,400, by Vartan & Megan Khazadian, Bethel.

CABE Board of Distinction Level II received at CABE/CAPPS Convention. BOE member recognition pins are being distributed to BOE members this evening.

School Administrator (December, 2014), highlighted Dr. Christine Carver's appointment to Superintendent of Schools in Bethel, CT in their PeopleWatch section.

**3. Consent Calendar**

**3.A. Approval of Minutes - Minutes October 21, 2014 - Special Meeting**

**Motion Passed:** Move to approve the Minutes of October 21, 2014 - Special Meeting 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	Yes
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mr. Nicholas Hoffman	Yes

Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes

#### 4. Correspondence

None.

#### 5. Audience Participation

Jen Larsen, 128 Grassy Plain, spoke about observing a Kindergarten and COF class. She was very impressed with the students and the work being done.

#### 6. Administrative/Board Member Update

##### 6.A. School Safety & Security Grant

Discussion:

Dr. Carver informed the Board Bethel received \$26,918.44. The amount includes St. Mary's School. Bethel Public Schools received approximately \$5,000. The Board discussed Hall Pass and the software issues. Mr. Troetti informed the Board the issues have been resolved with a recent software upgrade. The Board discussed the protocols for entrance into the buildings.

##### 6.B. 2014 Cohort Graduation Rate

Discussion:

Dr. Carver presented the 2014 Cohort Graduation Rate to the Board. The information will be reviewed extensively at the Strategic Planning Committee meetings.

#### 7. Reports to the Board

##### 7.A. Policy

##### 7.A.1. First Reading

##### 7.A.1.a. Policy/Regulation 1324 - Solicitation of Funds by School Groups, Booster Clubs or Parent Groups

Discussion:

Mrs. O'Brien, Policy Committee Chair, informed the Board this is a new policy for the Bethel Public Schools. Dr. Carver has taken a draft to most of the PTOs and will meet with the other PTOs and fundraising groups. All groups she has met with believe it is a good policy and it was well received. Mrs. O'Brien asked Board members to send any feedback they have about the policy to the committee. They will meet again in January.

##### 7.A.1.b. Policy/Regulation - 5141.7 Student Sports Concussions

Discussion:

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.

Mrs. O'Brien asked Board members to send any feedback they have about the policy to the committee. They will meet again in January.

**Motion Passed:** Move that Policy/Reg #1324 and Policy/Reg. #5141.7 be submitted for a First Reading passed with a motion by Mrs. Melanie O'Brien and a second by Mr. Nicholas Hoffman.

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

## 7.B. Curriculum

### 7.B.1. New Course - Economics Essentials UCONN ECE

### 7.B.2. New Course - Digital Media Foundations

Monica Black and John Ryan, BHS Teachers, presented to the new course proposals to the Board and answered questions from the Board.

**Motion Passed:** Move that the both the Economics Essentials UCONN ECE and Digital Media Foundations course be approved by the Board of Education for the 2015/16 school year passed with a motion by Mrs. Robin Renner and a second by Mr. Nicholas Hoffman.

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

### 7.B.3. Textbook Adoption - McConnell, Campbell R. Economics: Principles, Problems, and Policies

**Motion Passed:** Move to approve Textbook Adoption - McConnell, Campbell R. Economics: Principles, Problems, and Policies passed with a motion by Mrs. Robin Renner and a second by Mr. William Duff.

Mrs. Jennifer Ackerman	Yes
Mr. Stuart Carlsen	Yes

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

**7.C. Finance**

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

Ms. Yonsky, Director of Fiscal Services, reviewed the budget transfers with the Board and answered questions.

**Motion Passed:** Move the Board of Education approves the budget transfers for the period of July 1 to October 31 of fiscal 2014-15 as presented by the Director of Fiscal Services passed with a motion by Mr. Stuart Carlsen and a second by Mrs. Kristen Lacey.

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

**7.C.2. Budget Update**

Ms. Yonsky, distributed the budget workshop/presentation schedule with the Board.

**8. Adjourn**

**Motion Passed:** Move to adjourn at 8:21 PM passed with a motion by Mr. Stuart Carlsen and a second by Mrs. Robin Renner.

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

Respectfully submitted,  
 Susan Pare  
 Board Recorder