

Board of Education Board of Education Regular Meeting  
Monday, April 11, 2011, 7:00 PM  
Stafford Elementary School Cafetorium

- I. Call to Order- Establishment of Quorum
- II. Secretary's Report- Approval of Minutes
  - A. Regular Meeting Minutes- 3/28/11 3
- III. Treasurer's Report
  - A. Bills, 04/06/11- \$77,929.38
  - B. Grants, 04/06/11- \$15,847.25
- IV. Correspondence
- V. Board Reports
  - A. Report from Student Representative
- VI. Superintendent Reports
  - A. Volunteer Appreciation Awards (25 mins.)  
Board Policy 1240
  - B. Recognition of Student Artists (30 mins.)  
Board Policy 6140
  - C. Head Start Report through March 2011 (5 mins.)
  - D. Presentation of the 2009 - 2010 District and School Strategic School Profiles (30 mins.)  
Board Policy 9012
- VII. Public Forum
- VIII. Old Business
- IX. New Business
  - A. Review and Possible Approval of Proposal for Student Trip to Italy (10 mins.)  
Board Policy 6153
  - B. Approval of Head Start Enhancement Grant (5 mins.)
  - C. Review and Possible Approval of New and Revised Board Policies (10 mins.)  
Review and Possible Approval of New and Revised Board Policies 1110.1-*Communications with the Public*; 3541.22 (a)-(c)-*Bus Operator's Responsibility*; 4115-*Evaluation*; 4152.6 (a)-(l)-*Family and Medical Leave Act* and accompanying forms 1 and 2; 5000-*Concepts and Roles in Student Policies*; 5117-*Attendance Areas*; 5117.1-*Out-of-District Attendance Areas*; 5118.1 (a)-(c)-*Homeless Students* and accompanying Regulation (a)-(c); 5121-*Examination/Grading/Rating*; 5123 (a)-(c)-*Promotion/Acceleration/Retention* and accompanying Regulation (a)-(f); 5131.3-*Student Driving and Parking*; 5131.5-*Vandalism or Damage of School Property*; 5131.82 (a)-(b)-*Restrictions on Publications and Written or Electronic Material*; 5131.91 (a)-(e)-*Hazing*; 5131.913 (a)-(b)-*Cyberbullying*; 5132-*Dress and Grooming*; 5135-*Eligibility to Participate in Extracurricular Activities*; 6152-*Grouping Policy*; 6172.8 (a)-(d)-*School-Wide Pre-Referral Approaches and Interventions*; 9326 (a)-(c)-*Minutes*; and unnumbered policy *Self-funded Health Benefit Plans*
  - D. Elimination of Board of Education Policy 5124-Reports to Parents (5 mins.)  
Board Policy 9040

X. Personnel Matters

XI. Student Matters

**Regular Meeting  
Stafford Board of Education  
Stafford Elementary School Cafetorium  
March 28, 2011**

**Board Members Present:** Mr. Mark Fontanella, Chairperson  
Mrs. Sandy Fowler, Secretary  
Mrs. Lisa Bradway  
Mrs. Lisa Finch  
Ms. Beth Ann Morhardt  
Mrs. Tracy Rummel  
Mr. Stephen Szymanski

**Absent:** Mrs. Meg Devlin, Business Manager

**Also Present:** Dr. Thérèse G. Fishman, Superintendent of Schools  
Mr. Michael Bednarz, Director of Curriculum and Instruction  
Dr. Marcia Elliott, Principal, West Stafford School  
Mr. Francis Kennedy, Principal, Stafford High School  
Mr. Marco Pelliccia, Assistant Principal, Stafford Middle School  
Dr. Maureen Ryan, Principal, Staffordville School  
Mr. Hank Skala, Principal, Stafford Elementary School  
Mrs. Amy Stevenson, Director of Pupil Services

**Item I. Call to Order- Establishment of Quorum**

The meeting was called to order at 7:07 p.m. A quorum was established.

**Item II. Secretary's Report- Approval of Minutes**

Regular Meeting, February 28, 2011  
Regular Meeting, March 14, 2011

A consensus of the Board approved the Secretary's Report for the regular meeting held on February 28, 2011, and March 14, 2011, as presented.

**Item III. Treasurer's Report**

Bills- 3/16/11, \$125,230.03  
Grants- 3/16/11, \$541.70  
Bills- 3/23/11, \$41,643.14  
Grants- 3/23/11, \$3,329.35

A consensus of the Board approved the Board Bills and Grants, as presented.

## **Item IV. Correspondence**

### **A. Invitation to District-Wide Concert- 3/29/11**

The invitation to the district concert was included in the electronic Board packet.

Dr. Fishman informed the Board that she received information regarding placing an ad in the program for the high school production this year and in the yearbook.

Mr. Fontanella reviewed an e-mail that Dr. Fishman received from Representative Bacchiochi.

Mr. Fontanella summarized a copy of a letter from NEAS&C regarding the high school's accreditation.

## **Item V. Board Reports**

### **A. Report from Student Representative**

Miss Ojeda sent the Student Activity Report to the Board ahead of time, and it was included in their electronic Board packets. She highlighted several areas of the report at the meeting. Miss Ojeda brought several photos from the Washington DC trip, which she attended.

Mrs. Rummel stated that she attended a conference entitled *What Matters Most*, which she found very informative.

Mr. Fontanella stated that the Board of Education and the Board of Finance had a joint meeting last week. Mr. Fontanella stated that he felt that the meeting went well, and that he felt that the Superintendent and the administrative staff members answered the Board of Finance's questions. At the Board of Education's request, the Board of Finance moved the second public hearing to Monday, April 25, 2011, at 7 p.m., at the Senior Center. He said that the Board of Education meeting, which was scheduled for that same night, will be canceled and will not be rescheduled at this time. Mr. Fontanella said that he'd like to talk about the budget at the meeting on April 11, 2011. He said that he is hoping for direction from the Board of Finance prior to the meeting.

Mrs. Fowler made a motion, seconded by Mrs. Finch, to move **Item VII. Public Forum- Qualities the Community Would Like to See in the New Superintendent of Schools** to the next item on the agenda. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel, and Mr. Szymanski voted for the motion, which carried.

## **Item VII. Public Forum**

### **A. Public Forum- Qualities the Community Would Like to See in the New Superintendent of Schools**

There were two members of the community present at the meeting.

The following questions were asked during the public forum portion of the meeting:

How will parents be selected for the focus groups?

School PTO and Booster Clubs will be contacted for representatives. Additionally, building principals will be notified and in contact with parents that are regularly involved in activities at the schools.

How many candidates will be interviewed?

There are eight candidates at this time.

What is the process and timeline?

***Application Deadline: March 21, 2011***

***Initial Interviews***

Initial interviews (8) will be held on Wednesday, April 6, and Thursday, April 7, 2011, between 4 and 8 PM, at the Pinney Administration Building. The Interview Committee will select between six and eight candidates for further interview.

***Round Two Interviews***

Round two interviews will be held on Wednesday, April 27, and Thursday, April 28, 2011, between 4 and 8 PM, at the Pinney Administration Building. The Committee will select four candidates who will advance to the semi-finalist round.

***Semi-Finalist Interviews***

The Board of Education will conduct semi-finalist interviews at the Pinney Administration Building during the week of May 9, 2011, at regular and / or special meetings, between 6:30 PM and 9:00 PM. Subsequent to the completion of the interviews, it is anticipated that the Board will select two finalists.

***School Visitation/Staff and Parent Meetings***

Each finalist candidate will tour the district and meet with parent, staff and community groups during the week of May 23, 2011.

***Site Visit***

The finalists selected by the Board will be visited at their place of employment by a small Board / Search Team during the week of June 6, 2011.

***Final Interview***

The Board will conduct a final interview at the regular Board meeting on Monday, June 20, 2011.

***Appointment***

The Board will make an appointment on Monday, June 20, 2011, or as soon as possible thereafter.

Mr. Szymanski commented on the process, as he was on the last Superintendent of Schools search committee.

Mr. Fontanella summarized the Superintendent of Schools Search Community Survey results with the public.

**B. Computer Lottery Drawing**

During the recess for refreshments, Board members drew the names for the sixty-one obsolete computers that were made available through the district's computer lottery. All residents that applied for a computer will be notified in writing whether or not they were selected to receive a computer.

**Item VI. Superintendent's Reports**

**A. Board of Education Appreciation**

Dr. Fishman spoke of the Board of Education's commitment and how much the Board does for the district. The Board members were presented with gifts.

The Board took a brief recess at 7:50 p.m. to enjoy refreshments. The meeting was called to order at 8:05 p.m.

**B. Presentation of School Improvement Plans**

Dr. Elliott, Dr. Ryan, Mr. Skala, Mr. Pelliccia and Mr. Kennedy presented the school improvement plan for their school. There were no questions from Board members.

**C. Cafeteria Profit and Loss through February 2011**

Dr. Fishman presented the Cafeteria Profit and Loss report through February 28, 2011, as prepared by Mrs. Mary Folker, Food Service Coordinator, and reviewed by Mrs. Susan Linder, Director of Building Services, and Mrs. Meg Devlin, Business Manager. She said that it shows a year-to-date profit of \$983 for this year, as compared to a profit of \$11,000 at this time last year.

Dr. Fishman stated that while there is cause for some concern, this is a mixed report. She said that for the month of February 2010, the program showed a loss of \$6,018, while for February 2011, the program showed a loss of \$2,601. The loss in February 2010 was tied largely to an employee's change in status for health benefits. The loss in February 2011 is tied to both an employee's paid medical leave, changes in medical benefit coverage, and the cost of the employee's substitute, as well as the continuing impact of sagging a la carte and paid meals sales at Stafford Middle School. Dr. Fishman said that the food service department would survey students at Stafford Middle School to ascertain steps that could be taken to increase cafeteria sales.

Dr. Fishman informed the Board that they may have to look at the price of meals next year so that the district meets the federal government's "fair price", which is higher than what the district currently charges for meals.

## **Item VIII. Old Business**

There was no Old Business.

## **Item IX. New Business**

### **A. Review and Possible Approval of Cheerleading Fundraiser**

Ms. Morhardt made a motion, seconded by Mrs. Fowler, that the Board of Education approve the cheerleading fundraiser proposal, as presented. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel, and Mr. Szymanski voted for the motion, which carried.

### **B. Review and Possible Approval of Revised Board Policy 5114- Removal / Suspension / Expulsion**

Dr. Fishman presented a revision to Board Policy 5114- **Removal / Suspension / Expulsion** to the Board. She said that recently, the Connecticut legislature has made further changes to the laws governing removal/suspension/expulsion of students, which should be reflected in Board policy #5114. She noted that the members of the Board of Education sub-committee on Board policy also requested that the Superintendent investigate the feasibility of making changes to students' access to the schools and school property during their period of expulsion. In this investigation it was found that such changes are permitted by law. These changes were then approved by Peter Janus, Attorney for the Stafford Board of Education.

Dr. Fishman sent the Board a copy of Board policy #5114-*Removal/Suspension/Expulsion*, with these latter changes being found on pages 5114(k) and 5114(l). The legislature's changes are noted on pages 5114(a) and 5114(d).

Some of the Board members had concerns regarding the logistics surrounding the decision process for allowing certain students to participate in Town activities that are offered on school property.

After considerable discussion, Mrs. Finch made a motion, seconded by Mr. Szymanski, that the Board of Education approve the changes to Board policy #5114-*Removal / Suspension / Expulsion*, as presented. Mrs. Finch, Mrs. Fowler, Ms. Morhardt and Mr. Szymanski voted for the motion. Mrs. Bradway and Mrs. Rummel voted against the motion. The motion carried by majority vote.

## **Item X. Personnel Matters**

### **A. Resignations- Administrative and Certified Staff Members**

Ms. Morhardt made a motion, seconded by Mrs. Rummel, that the Board of Education accept the resignations of the staff members named below.

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Marcia S. Elliott, Ed.D.	Principal	West Stafford School	6/30/11	Retirement
Maureen Festi	Elementary Teacher	Stafford Elementary School	6/30/11	Retirement
Gail E. Tishler	Guidance Counselor	Stafford Middle School	7/1/11	Retirement

Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel, and Mr. Szymanski voted for the motion, which carried.

**Item XI. Student Matters**

There were no Student Matters.

**Item XII. Adjournment**

Mrs. Morhardt made a motion, seconded by Mrs. Rummel, to adjourn. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The meeting adjourned at 9:58 p.m.

**Respectfully submitted,**

**Christine C. Marinelli, Recording Secretary**

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**Mark Fontanella, Chairperson**

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**Sandra Fowler, Secretary**