Board of Education Board of Education Regular Meeting
Monday, July 11, 2011, 7:00 PM
Pinney Administration Building

I. Call to Order- Establishment of Quorum

II. Secretary's Report- Approval of Minutes

III. Treasurer's Report

A. Bills- 6/29/11, $310,566.36

B. Grants- 6/29/11, $17,836.49

IV. Correspondence

A. Response from Rep. Bacchiochi regarding ECS funding

V. Board Reports

VI. Superintendent Reports

A. Cafeteria Profit and Loss through June 2011 (5 mins.)

B. Head Start Report (5 mins.)

VII. Public Forum

VIII. Old Business

IX. New Business

X. Personnel Matters

A. Appointments- Certified Staff Members (5 mins.)

B. Resignation- Administrative Staff Member (5 mins.)

C. Rescission of Non-Renewals (Executive Session Anticipated)

D. Appointment of Acting Superintendent

XI. Student Matters

Regular Meeting
Stafford Board of Education
Pinney Administration Building
June 20, 2011

Board Members Present: Mr. Mark Fontanella, Chairperson
Mrs. Sandy Fowler, Secretary
Mrs. Lisa Bradway
Mrs. Lisa Finch

Absent: Ms. Beth Ann Morhardt
Mrs. Tracy Rummel
Mr. Stephen Szymanski

Also Present: Dr. Thérèse G. Fishman, Superintendent of Schools
Mr. Michael Bednarz, Director of Curriculum and Instruction
Ms. Linda DeSantis, Teacher, Stafford High School
Mrs. Meg Devlin, Business Manager
Mr. Dean Fortin, Computer Technician
Mr. Jim Kavanagh, Network Coordinator
Mr. Francis Kennedy, Principal, Stafford High School
Miss Vivian Ojeda, Student Representative, arrived at 7:07 p.m.
Ms. Lynn Reedy, Technology Integration Specialist
Mr. Jamie Reopell, Computer Technician
Mr. Paul Wohlfahrt, Computer Technician

<u>Item I. Call to Order- Establishment of Quorum</u>

The meeting was called to order at 7:03 p.m. A quorum was established.

<u>Item II. Secretary's Report- Approval of Minutes</u>

Special Meeting, June 2, 2011
Regular Meeting, June 6, 2011

A consensus of the Board approved the Secretary's Report for the special meeting held on, June 2, 2011, and the regular meeting held on June 6, 2011, as presented.

<u>Item III. Treasurer's Report</u>

Bills- 5/18/11, $155,402.37
Bills- 5/25/11, $254,663.61
Bills- 6/1/11, $41,662.31
Bills- 6/8/11, $24,612.25
Bills- 6/16/11, $218,015.30
Grants- 5/18/11, $6,447.88
Grants- 5/25/11, $8,211.10
Grants- 6/1/11, $2,652.92

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

Item IV. Correspondence

Mr. Fontanella noted that the district received a copy of the grant proposal that the town prepared for lighting on Levinthal Run. He made the proposal available for the public to review.

Item V. Board Reports

A. Report from Student Representative

Mrs. Bradway read the report that Miss Ojeda provided for the Board, which was sent electronically. (Miss Ojeda arrived late to the meeting.)

Item VI. Superintendent's Reports

A. Financial Report through June 15, 2011

Dr. Fishman reported that due to the cost of removing snow from school roofs, the Board of Education froze the 2010-2011 budget at the March 14, 2011, Board of Education meeting. Since that time, Dr. Fishman and Mrs. Meg Devlin, Business Manager, have reviewed all purchase orders, allowing only essential expenditures.

Dr. Fishman stated that the spirit of sacrifice and understanding on the part of all has led the district to the point that the financial report through June 15, 2011, shows that the district is "in the black" as we approach the end of the 2010-2011 school year. Mrs. Devlin noted that she just received an invoice from EASTCONN in the amount of $9,840 for adult education, which she was not anticipating. However, she felt that the district would still end the year in the black.

B. Status Report on Technology Plan / Technology Integration Presentation

Dr. Fishman stated that 2011 - 2012 is the second year of the district technology plan. She said that each year the district must report to the Board on the plan. Jane Cook, EASTCONN Technology Consultant, informed Dr. Fishman that she doesn't know of any district our size, with our budget, that is doing so much in the area of technology.

Dr. Fishman introduced Mr. Bednarz, Director of Curriculum and Instruction. Mr. Bednarz introduced the members of the technology department, who were all present at the Board meeting.

Mr. Bednarz highlighted the technology plan, noting the following:

- ✓ Growth among staff using Mimio products.
- ✓ Edline communication and web page growth.
- ✓ Digital and web-based subscriptions (about 80% virtual).
- ✓ Featured nationally in four ways- three articles and a video.

Mr. Bednarz introduced Ms. Reedy, Technology Integration Specialist. Ms. Reedy showed a Mimio video, which will be used nationally and featured Stafford Public Schools. Ms. Reedy also gave a Power Point presentation, which featured one technology project from each school.

C. Summer Reading Program

Dr. Fishman stated that the summer reading program has run every year for the past eleven years. She said that students in grades K through 5 will again participate in the Governor's Summer Reading Challenge. She said that this year, Stafford Elementary School, Stafford Middle School, and freshmen and sophomores at Stafford High School will focus on projects.

Mr. Michael Bednarz, Director of Curriculum and Instruction, highlighted this summer's program. He stated that reading in the summer is important to sustain and maintain reading skills. The areas highlighted are as follows:

- ✓ Every student in grades 2 – 5 and grade 8 received a book for summer reading utilizing grant funds.
- ✓ Students will be asked to read more non-fiction books this summer in response to the new Common Core State Standards.
- ✓ There will be projects in grades 2 – 10.
- ✓ The freshman and sophomore reading project, which was prepared by Mr. Thomas Vaghini, Library Media Specialist, is robust and technology rich.
- ✓ The outreach to the public library has been very successful.

Item VII. Public Forum

A member of the audience asked about the five sick day law that the Governor just instituted and the impact on the budget. Mrs. Devlin responded that because we are a municipality and because the employees are covered by bargaining unit contracts, the new law will not affect the district or the budget.

Item VIII. Old Business

There was no Old Business.

Item IX. New Business

A. New and Possible Approval of Proposal for High School Trip to Canada

Mrs. Finch made a motion, seconded by Mrs. Bradway, that the Board of Education approve a trip for students at Stafford High School to Canada for April 25, 2012, through April 27, 2012, as presented. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried.

B. <u>Review and Possible Approval of a Pilot Schedule for Stafford High School Classes for 2011 – 2012</u>

Dr. Fishman stated that the New England Association of Schools & Colleges (NEAS&C) recommended that the high school look at the possibility of implementing a block schedule, or some form of a block schedule. As a result, the faculty, staff, and administration at Stafford High School have been working with the present schedule of classes in order to provide opportunities for students to have a longer period of time in some classes on a rotating basis. She said that some minor changes were made to the schedule this past year, which Mr. Francis Kennedy, Principal of Stafford High School, had spoken about as an update to Board members at the Board of Education meeting on September 27, 2010.

Mr. Kennedy and Ms. DeSantis, one of the high school's department heads, were in attendance at the Board meeting to present the block schedule proposal. Mr. Kennedy stated that the teachers came to him in the fall with a proposal for a block schedule that the teachers felt would work for the high school. Mr. Kennedy stated that he would be willing to pilot the program for four weeks this past school year after the CAPT testing to see how the schedule would work. He encouraged feedback from the teachers, which was plentiful and positive. The teachers wanted to keep the pilot schedule in place for the remainder of the year. Mr. Kennedy felt that in order to keep the revised schedule in place, he would need to obtain Board approval and address contract language. At the meeting, Mr. Kennedy requested that the schedule be modified slightly from the version that was provided to the Board by moving the block days to Tuesday and Wednesday, rather than Wednesday and Thursday.

Ms. DeSantis reported that the additional time in the extended periods allows teachers the time for science labs and for teachers to make sure that students really understand the material being presented to them.

Mrs. Bradway asked if there was a downside to this type of schedule. Mr. Kennedy stated that the only downside is that a teacher will not have a preparation period every day. However, as the teachers' union has agreed, the teachers still have the same number of minutes of preparation, which they feel is more effective than having a shorter preparation period each day. Mrs. Bradway was concerned that some teachers may use the extra class time to have students do homework, or watch videos. Mr. Kennedy stated that he does not feel that will be the case. Additionally, professional development will be provided for the teachers to help them transition to teaching in a block schedule.

Mrs. Finch made a motion, seconded by Mrs. Fowler, that the Board of Education approve the pilot schedule for Stafford High School for the 2011 – 2012 school year, as amended. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried.

Mrs. Finch made a motion, seconded by Mrs. Fowler, that the Board of Education designate Mr. Mark Fontanella, Chair of the Board of Education, to sign the Memorandum of Understanding with the Stafford Education Association on its behalf. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried.

C. Increase in School Lunch Pricing

Dr. Fishman stated that as the Board of Education discussed at its meeting on May 23, 2011, new federal legislation, the Healthy, Hunger-Free Kids Act of 2010 (PA 111-296), specifies that all school food service programs throughout the country that participate in the National School Lunch program must provide the same level of support for lunches served to students who are not eligible for free lunches. She said that the minimum equitable lunch price is $2.46. Therefore, the district must increase the price we charge for a paid lunch until there is no price gap. However, the law caps the required increase in the average paid lunch price at 10 cents per year.

In order to comply with this law, the district must increase the cost for lunch for the 2011-2012 school year as listed below. Mrs. Linder, Director of Building Services, also recommends increasing the cost for breakfast by 10 cents, because there has been no increase in this cost since 2007.

	Present Price	Changed Price
Stafford High School	$2.25	$2.35
Stafford Middle School	$2.10	$2.20
All Elementary Grades	$1.95	$2.05
Breakfasts at All Locations	$1.25	$1.35

Mrs. Fowler made a motion, seconded by Mrs. Bradway, that the Board of Education approve the ten (10) cent increase for lunch and breakfast pricing, as presented, to comply with new federal legislation (Healthy, Hunger-Free Kids Act of 2010, PA 111-296). Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried.

Item X. Personnel Matters

A. Resignation- Certified Staff Member

Mrs. Finch made a motion, seconded by Mrs. Fowler, that the Board of Education accept the resignation of the staff member named below.

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Cory R. McGann	Guidance Counselor	Stafford High School	End of School Year, June 2011	To take a position closer to home.

Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried.

B. Approval of Certified Staff Request for One Year Leave of Absence

Mrs. Bradway made a motion, seconded by Mrs. Finch, that the Board of Education approve the request of the following staff member for a one-year leave of absence:

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Kim Jones	First Grade Teacher	Staffordville School	2011 – 2012 School year	Family commitments.

Dr. Fishman stated that this request is in accordance with the Stafford Education Association contract and that it had her approval.

Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried.

Mrs. Bradway made a motion, seconded by Mrs. Fowler, to place Items **X.C.- Interview Candidate for Interim Principal of West Stafford School (Executive Session Anticipated)** and **X.D.- Review and Possible Approval of Non-Affiliated Salary Increases (Executive Session Anticipated)**, into executive session. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried.

The Board took a brief recess at 8:27 p.m.

Mrs. Bradway made a motion, seconded by Mrs. Finch, to enter executive session. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried. The Board entered executive session at 8:40 p.m.

Mrs. Bradway made a motion, seconded by Mrs. Finch, to return to regular session. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried. The Board returned to regular session at 9:10 p.m.

C. Interview Candidate for Interim Principal of West Stafford School (Executive Session Anticipated)

Mrs. Finch made a motion, seconded by Mrs. Bradway, that the Board of Education appoint Shelley Michaud as interim principal of West Stafford School for the 2011 – 2012 school year, effective August 1, 2011, at a salary of $110,662.00, pro-rated. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried.

D. Review and Possible Approval of Non-Affiliated Salary Increases (Executive Session Anticipated)

Mrs. Finch made a motion, seconded by Mrs. Bradway, that the Board of Education approve the non-affiliated salaries, as amended. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried.

Item XII. Adjournment

Mrs. Finch made a motion, seconded by Mrs. Bradway, to adjourn. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried. The meeting adjourned at 9:10 p.m.

Respectfully submitted,

Christine C. Marinelli, Recording Secretary

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Mark Fontanella, Chairperson

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Sandra Fowler, Secretary

Special Meeting
Stafford Board of Education
Pinney Administration Building
Monday, June 20, 2011, 6:00 p.m.

Present: Mr. Mark Fontanella
Mrs. Lisa Bradway
Mrs. Lisa Finch
Mrs. Sandy Fowler, Secretary

Absent: Ms. Beth Ann Morhardt
Mrs. Tracy Rummel
Mr. Stephen Szymanski

I. The meeting was called to order at 6:09 PM. A quorum was established.

II. Mrs. Finch made a motion, seconded by Mrs. Bradway, to enter executive session for contract negotiations with the candidate for Superintendent of Schools. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried. The Board went into executive session at 6:10 PM.

III. Mrs. Bradway made a motion, seconded by Mrs. Finch, to return to regular session. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried. The Board returned to regular session at 6:50 PM. No action was taken on this matter.

IV. Mrs. Bradway made a motion, seconded by Mrs. Finch, to adjourn the meeting. Mrs. Bradway, Mrs. Finch and Mrs. Fowler voted for the motion, which carried. The meeting adjourned at 6:51 PM.

Respectfully submitted,
Christine C. Marinelli
(as recorded by Sandy Fowler)

Mrs. Sandy Fowler, Secretary

Mr. Mark Fontanella, Chairperson

Special Meeting
Stafford Board of Education
Pinney Administration Building
Wednesday, July 6, 2011, 6:00 p.m.

Present: Mr. Mark Fontanella
Mrs. Sandy Fowler, Secretary
Mrs. Lisa Finch
Mr. Stephen Szymanski

Absent: Mrs. Lisa Bradway
Ms. Beth Ann Morhardt
Mrs. Tracy Rummel

I. The meeting was called to order at 6:05 PM. A quorum was established.

II. Mrs. Finch made a motion, seconded by Mrs. Fowler, to enter executive session for contract negotiations with the candidate for Superintendent of Schools. Mrs. Finch, Mrs. Fowler and Mr. Szymanski voted for the motion, which carried. The Board entered executive session at 6:06 PM.

III. Mrs. Finch made a motion, seconded by Mr. Szymanski, to return to regular session. Mrs. Finch, Mrs. Fowler and Mr. Szymanski voted for the motion, which carried. The Board returned to regular session at 8:10 PM. Mrs. Fowler made a motion, seconded by Mrs. Finch, that the Board of Education elect, in accordance with Connecticut General Statutes Section 10-157, Dr. Patricia Collin as the new Superintendent of the Stafford Public Schools, effective August 1, 2011. Moved further that upon election and written confirmation from the Commissioner of Education that Dr. Collin is properly certified, the chairman of the Board of Education be authorized to execute a contract of employment with Dr. Patricia Collin on behalf of the Board of Education. Mrs. Finch, Mr. Fontanella, Mrs. Fowler and Mr. Szymanski voted for the motion, which carried.

IV. Mrs. Finch made a motion, seconded by Mrs. Fowler, to adjourn the meeting. Mrs. Finch, Mrs. Fowler and Mr. Szymanski voted for the motion, which carried. The meeting adjourned at 8:15 PM.

Respectfully submitted,
Christine C. Marinelli
(as recorded by Sandy Fowler)

Mrs. Sandy Fowler, Secretary

Mr. Mark Fontanella, Chairperson