Board of Education Board of Education Regular Meeting
Monday, April 9, 2012, 7:00 PM
Stafford Elementary School

I. Call to Order- Establishment of Quorum

II. Pledge of Allegiance

III. Secretary's Report- Approval of Minutes
   A. Regular Meeting- 3/26/12 2

IV. Treasurer's Report
   A. Bills, 3/28/12- $202,283.64
   B. Grants, 3/28/12- $3,408.16

V. Correspondence

VI. Board Reports
   A. Student Representative's Report
   B. Budget Committee
   C. Curriculum Committee
   D. Policy Committee
   E. Negotiation Committee

VII. Superintendent Reports
   A. Cafeteria Profit and Loss through February 2012
   B. 30th National Conference for Paraeducators & Related Services Personnel

VIII. Old Business
   A. Review and Possible Approval of New Board Policy

IX. New Business
   A. Review and Possible Approval of Proposal for Elementary Mathematics Textbook
   B. Review and Possible Approval of CSDE Healthy Food Certification Statement for July 1, 2012, through June 30, 2013
   C. Review and Approval of Reductions to the Board of Education's 2012-2013 Itemized Estimate of the Cost of Maintenance (Budget) for the Stafford Public School District as Mandated by the Board of Finance

X. Public Forum

XI. Personnel Matters
   A. Resignation- Certified Staff Member
   B. Approval of Leave of Absence Request- Certified Staff Member
   C. Teachers Eligible for Tenure / Teachers' Performance (Executive Session Anticipated)
   D. Interview Candidate for Staffordville Principal Position (Executive Session Anticipated)

XII. Student Matters

Special Meeting
Stafford Board of Education
Stafford Elementary School
March 26, 2012

Board Members Present: Mrs. Sandy Fowler, Chairperson
Mrs. Lisa Finch
Ms. Beth Ann Morhardt
Mrs. Tracy Rummel, Secretary
Ms. Sonya Shegogue
Mr. Stephen Szymanski
Mrs. Kathy Walsh

Also Present: Dr. Patricia A. Collin, Superintendent of Schools
Mr. Michael Bednarz, Director of Curriculum and Instruction
Mr. Greg Buonome, Assistant Principal, Stafford Middle School
Mr. Robert Butler III, Supervisor of Building Services
Mr. Robert Campbell, Assistant Principal, Stafford High School
Mr. Evan Cummins, Student Representative
Mrs. Meg Devlin, Business Manager
Mr. Damian Frassinelli, Director of Athletics and Recreation
Ms. Shelley Michaud, Principal, West Stafford School
Mr. Marco Pelliccia, Principal, Stafford High School
Dr. Maureen Ryan, Principal, Staffordville School
Mr. Hank Skala, Principal, Stafford Elementary School
Mrs. Amy Stevenson, Director of Pupil Services
Mr. Kenneth Valentine, Principal, Stafford Middle School

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 6:03p.m. A quorum was established.

Pledge of Allegiance

Mr. Cummins led the Board in the Pledge of Allegiance.

Item II. Secretary's Report- Approval of Minutes

Special Meeting, March 12, 2012
Regular Meeting, March 12, 2012

A consensus of the Board approved the Secretary's Report for the special and regular meetings held on March 12, 2012, as presented.

Item III. Treasurer's Report

Bills, 3/14/12- $461,339.95
Grants, 3/14/12- $4,661.14

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

Item IV. Correspondence

There was no Correspondence.

Item V. Board Reports

A. Report from Student Representative

Mr. Cummins prepared a report for the Board, which was sent to the Board members electronically. The following topics were included in the report:

- Variety Show / Fundraiser
- Sports Update
- Music and Drama Update
- General Information

The Board members also received electronic copies of photographs of the murals that were painted at Stafford High School.

Item VI. Superintendent's Reports

A. Recognition of the Board of Education

Dr. Collin read a brief speech in honor of Board of Education Member Appreciation. She presented each Board member and the Student Representative with a Certificate of Appreciation.

B. Financial Report

Dr. Collin reviewed the financial report from July 1, 2011, through February 29, 2012, as prepared by Mrs. Meg Devlin, Business Manager. She noted that an analysis of the report indicates that the district has expended/encumbered $17,970,852, or 73% of the 2011-2012 budget, which totals $17,970,852. Areas where substantial funds have been expended / encumbered are the following: Salaries (Object 100), Benefits (Object 200) and Other Purchased services (Object 500), which includes out-of-district tuition that tends to be "fluid", and transportation.

Item VII. Old Business

There was no Old Business.

Item VIII. New Business

A. Review of New and Approval of Revised Board Policies

Dr. Collin stated that the following policies were initially discussed, reviewed and recommended by the Administrative Policy Committee (APC) and subsequently by the Board Policy Committee (BPC), comprised of Mrs. Sandra Fowler (Chairperson), Ms. Lisa Finch, and Mrs. Tracy Rummel, (Alternate). The attached policy revisions are a result of legislative changes and updates as presented by CABE:

- **Policy #9325 Bylaws of the Board: Meeting Conduct** (Updates to current policy with suggested wording via consultation with CABE)
- **Policy #9325.2 Order of Business** (Updates to current policy with suggested wording via consultation with CABE)
- **Policy #5131.6 Students: Alcohol Use, Drugs and Tobacco (including Performance Enhancing Substances)** (Existing policy with suggested revision by CABE and update to legal references)
- **Policy #6111 Instruction: School Calendar** (Existing policy with optional revision due to PA 11-85)
- **Policy #6112 Instruction: School Day** (Existing policy with optional revision due to PA 11-85)
- **Policy #1316 Community Relations: Relations Between Public and School Personnel/Conduct on School Property** (Existing policy with some optional revisions to consider, in accordance with bullying legislation)
- **Policy #6146 Instruction: Graduation Requirements** (Existing policy with revisions based upon PA 10-111 and PA 11-135, coupled with revisions in accordance with current practice as recommended by APC)

Dr. Collin reported that the APC and BPC reviewed the two policies listed below, and no changes were recommended.

- **Policy #9325.1 Quorum**;
- **Policy #9325.3 Parliamentary Procedures**

She noted that although the Board typically presents policies for two meetings, because these are suggested revisions and legislative updates to current policies coupled with one which is aligned with current practice, the Board may consider approving the aforementioned policies and corresponding regulations, as indicated, after one reading.

Dr. Collin reported that the new policy listed below has been reviewed by both the Administrative Policy Committee and Board Policy Committee. This meeting serves as the first reading of this policy.

- **Policy # 5111 Students: Admission/Placement** (NEW: Sample policy to consider)

Mrs. Rummel made a motion, seconded by Ms. Morhardt, that the Board of Education approve the following policies: Policy #9325 Bylaws of The Board: Meeting Conduct; Policy # 9325.1 Quorum; # 9325.2 Order of Business; and #9325.3 Parliamentary Procedures; Policy # 5131.6 Students: Alcohol Use, Drugs, and Tobacco (including Performance Enhancing Substances); Policy # 6111 Instruction: School Calendar; Policy # 6112 Instruction: School Day; Policy # 1316 Community Relations: Relations Between Public and School Personnel/Conduct on School Property; and Policy # 6146 Instruction: Graduation Requirements. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

B. Obsolete Computer Equipment

Dr. Collin reviewed a memo from Mrs. Meg Devlin, Business Manager, regarding obsolete computer equipment, specifically 51 computers, monitors and keyboard/mouse sets which are no longer being used in classrooms. Mr. Fortin, Instructional Technology Coordinator, has provided the following information about the equipment:

- 44 IBM Model 8141: Processor P4 3.0, Ram 512 mb, Hard Drive 40 GB
- 7 IBM Model 8187: Processor P4 2.8, Ram 256-512 mb, Hard Drive 40 GB

She said that in accordance with Board of Education policy 3260-*Sales and Disposal of Books, Equipment, and Supplies*, such obsolete equipment must be returned to the Town of Stafford. In addition, while the equipment has been retired in compliance with our replacement cycle, the computers may be given to students via a lottery if the Town does not want them.

Ms. Morhardt made a motion, seconded by Mrs. Walsh, that the Board of Education approve the return of the obsolete equipment, as indicated above, to the Town of Stafford, according to the provisions of Board policy 3260-*Sales and Disposal of Books, Equipment, and Supplies*. If the Town does not want the equipment, it will be given to students via a lottery. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

Item IX. Public Forum

A member of the audience thanked the Board members for their service to the school community.

Item X. Personnel Matters

A. Recommendation of the Superintendent of Schools Concerning Teacher Non-Renewals

Dr. Collin stated that in her capacity as Superintendent of Schools, she is recommending that the Board of Education non-renew the teaching contracts of the staff members listed, at the end of the 2011 – 2012 school year, in accordance with the provisions of Connecticut General Statues Section 10-151, and she requested that the Board authorize her to furnish written notice of such action. She said that she was making this recommendation due to position elimination for budgetary reasons, which she viewed to be a sufficient basis for the recommended action.

NAME	POSITION	SCHOOL	EFFECTIVE DATE
Kaitlin Bellamy	Elementary Teacher, Grade 5	Stafford Elementary School	End of School Year, June 2012
Corinna Boldi	Elementary Teacher, Grade 5	Stafford Elementary School	End of School Year, June 2012
Katherine Cohen	Tier II, III Intervention / Special Education Teacher, K-1	West Stafford School (2012-2013)	End of School Year, June 2012

	(.50 FTE) (2012-2013)		
Jennifer Ledbetter	PreK Teacher, Regular Education (.50 FTE)	Staffordville School	End of School Year, June 2012
Gina Malloy	School Social Worker	West Stafford School	End of School Year, June 2012
Conrado Ulloa	Foreign Language Teacher	Stafford High School	End of School Year, June 2012

She informed the Board that the above named teachers had been advised prior to the meeting that she intended to make this recommendation; and, if the Board takes action, the teacher has the right under Connecticut General Statutes Section 10-151 to request the reasons for the Board's action to non-renew his/her contract of employment and that further, depending upon those reasons, may be entitled to a due-process hearing to consider the Board's decision to non-renew the contract of employment.

Mr. Szymanski made a motion, seconded by Mrs. Rummel, that pursuant to Connecticut General Statutes Section 10-151, the Stafford Board of Education non-renew the teacher contracts of Kaitlin Bellamy, Corrina Boldi, Katherine Cohen, Jennifer Ledbetter, Gina Malloy and Conrado Ulloa, at the end of the 2011 – 2012 school year. Mrs. Finch, Mrs. Rummel, Ms. Shegogue and Mr. Szymanski voted for the motion. Mrs. Walsh voted against the motion. Ms. Morhardt abstained. The motion carried by majority vote.

Mr. Szymanski made a motion, seconded by Mrs. Rummel, that Stafford Board of Education direct the Superintendent of Schools to communicate this action of the Board in writing to each of the above named teachers and that the Superintendent of Schools be authorized to respond on behalf of the Board of Education to any requests for a hearing, if required by law, or for other data which may be forthcoming from the teacher and/or his/her representative pursuant to applicable provisions of Connecticut General Statutes Section 10-151; and that the Superintendent of Schools be directed that any response to a request for a hearing, and, if a hearing is required by law, indicate that such hearing is to be before the Board of Education. Mrs. Finch, Mrs. Rummel, Ms. Shegogue and Mr. Szymanski voted for the motion. Mrs. Walsh voted against the motion. Ms. Morhardt abstained. The motion carried by majority vote.

Item XI. Student Matters

There were no Student Matters.

Item XII. Adjournment

Dr. Collin extended an invitation to everyone in attendance to join in some light refreshments in honor of the Board members.

Mrs. Finch made a motion, seconded by Ms. Morhardt, to adjourn. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 6:32p.m.

Respectfully submitted,

Christine C. Marinelli, Recording Secretary

Sandra Fowler, Chairperson

Tracy Rummel, Secretary