

Board of Education Board of Education Regular Meeting
Monday, September 10, 2012, 7:00 PM
Pinney Administration Building

- I. Call to Order- Establishment of Quorum
- II. Pledge of Allegiance
- III. Secretary's Report- Approval of Minutes
 - A. Special Meeting, 8/20/12 2
 - B. Regular Meeting, 8/20/12 5
 - C. Special Meeting, 8/22/12 18
- IV. Treasurer's Report
 - A. Bills, 8/29/12- \$143,073.55
 - B. Grants, 8/29/12- \$3,642.91
- 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. Board of Education Focus and District-Wide Study
 - B. School Climate Surveys
 - C. Status of Crisis Plan Review
 - D. Head Start Report through July 2012
- VIII. Public Forum
- IX. Old Business
- X. New Business
- XI. Personnel Matters
 - A. Superintendent of Schools' Evaluation (Executive Session Anticipated)
- XII. Student Matters

**Special Meeting
Stafford Board of Education
Pinney Administration Building
Monday, August 20, 2012, 6 p.m.**

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

Absent: Mr. Stephen Szymanski

Also Present: Dr. Patricia A. Collin, Superintendent of Schools
Mr. Marco Pelliccia, Principal, Stafford High School

1. Call to Order

The meeting was called to order at 6:02 p.m. A quorum was established.

2. Consideration of Superintendent of Schools' Recommendation for Early Readmission of Student A (11-12) from Expulsion (Executive Session Anticipated)

3. Action by the Board in Response to the Superintendent's Recommendation regarding the Early Readmission of Student A (11-12) to Stafford High School

Mrs. Finch made a motion, seconded by Ms. Shegogue, to enter executive session to consider the Superintendent of Schools' recommendation for early readmission of Student A from expulsion. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried. The Board entered executive session at 6:03 p.m.

The Board invited Dr. Patricia A. Collin, Superintendent of Schools, Mr. Marco Pelliccia, Principal of Stafford High School, Mrs. Christine Marinelli, Recording Secretary, the mother and father of Student A, and Student A into executive session.

At approximately 6:10 p.m., all invited guests left the meeting room so that the Board could deliberate.

At approximately 6:35 p.m., all invited guests returned to the meeting room.

Mrs. Finch made a motion, seconded by Ms. Morhardt, to return to regular session. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried. The Board returned to regular session at 6:36 p.m.

Mrs. Rummel made a motion, seconded by Ms. Shegogue, to re-admit Student A early, effective at the beginning of the 12-13 school year (August 30, 2012), to Stafford High School, with the condition that Student A will be on probationary status. "Probationary status" shall mean that

Student A will be permitted to participate in all school activities, but if Student A engages in any misconduct that would otherwise result in suspension or expulsion, the remaining period of expulsion shall be imposed without further hearing, in addition to any separate discipline for such separate offense. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried.

- 4. Consideration of Superintendent of Schools' Recommendation for Early Readmission of Student D (11-12) from Expulsion (Executive Session Anticipated)**
- 5. Action by the Board in Response to the Superintendent's Recommendation regarding the Early Readmission of Student D (11-12) to Stafford High School**

Mrs. Finch made a motion, seconded by Mrs. Rummel, to enter executive session to consider the Superintendent of Schools' recommendation for early readmission of Student D from expulsion. Mrs. Finch, Ms. Morhardt, Mrs. Rummel and Ms. Shegogue voted for the motion, which carried. The Board entered executive session at 6:38 p.m.

The Board invited Dr. Patricia A. Collin, Superintendent of Schools, Mr. Marco Pelliccia, Principal of Stafford High School, Mrs. Christine Marinelli, Recording Secretary, the mother of Student D and Student D into executive session.

At approximately 6:46 p.m., all invited guests left the meeting room so that the Board could deliberate.

At approximately 6:48 p.m., all invited guests returned to the meeting room.

Mrs. Finch made a motion, seconded by Ms. Morhardt, to return to regular session. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried. The Board returned to regular session at 6:49 p.m.

Mrs. Rummel made a motion, seconded by Mrs. Walsh, to re-admit Student D early effective at the beginning of the 2012-2013 school year (August 30, 2012), to Stafford High School, with the condition that Student D will be on probationary status. "Probationary status" shall mean that Student D will be permitted to participate in all school activities, but if Student D engages in any misconduct that would otherwise result in suspension or expulsion, the remaining period of expulsion shall be imposed without further hearing, in addition to any separate discipline for such separate offense. Moved further that the notice of expulsion will be expunged from Student D's cumulative educational record at the end of the junior year of high school provided Student D has no further disciplinary infractions and at the discretion of the Superintendent of Schools. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried.

- 6. Consideration of Superintendent of Schools' Recommendation for Early Readmission of Student E (11-12) from Expulsion (Executive Session Anticipated)**
- 7. Action by the Board in Response to the Superintendent's Recommendation regarding the Early Readmission of Student E (11-12) to Stafford High School**

Mrs. Finch made a motion, seconded by Ms. Morhardt, to enter executive session to consider the Superintendent of Schools' recommendation for early readmission of Student E from expulsion. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried. The Board entered executive session at 6:57 p.m.

The Board invited Dr. Patricia A. Collin, Superintendent of Schools, Mr. Marco Pelliccia, Principal of Stafford High School, Mrs. Christine Marinelli, Recording Secretary, the mother and father of Student E and Student E into executive session.

At approximately 7:02 p.m., all invited guests left the meeting room so that the Board could deliberate.

At approximately 7:09 p.m., all invited guests returned to the meeting room.

Mrs. Finch made a motion, seconded by Ms. Morhardt, to return to regular session. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried. The Board returned to regular session at 7:10 p.m.

Mrs. Rummel made a motion, seconded by Ms. Shegogue, to re-admit Student E early effective at the beginning of the 2012-2013 school year (August 30, 2012), to Stafford High School, with the condition that Student E will be on probationary status. "Probationary status" shall mean that Student E will be permitted to participate in all school activities, but if Student E engages in any misconduct that would otherwise result in suspension or expulsion, the remaining period of expulsion shall be imposed without further hearing, in addition to any separate discipline for such separate offense. Moved further that the notice of expulsion will be expunged from Student E's cumulative educational record at the end of the junior year of high school provided Student E has no further disciplinary infractions and at the discretion of the Superintendent of Schools. Mrs. Finch, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion. Ms. Morhardt abstained. The motion carried by majority vote.

6. Adjournment

Mrs. Finch made a motion, seconded by Ms. Morhardt, to adjourn the meeting. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 7:11 p.m.

Respectfully submitted,
Christine C. Marinelli

Sandy Fowler, Chairperson

Tracy Rummel, Secretary

**Regular Meeting
Stafford Board of Education
Pinney Administration Building
August 20, 2012**

Board Members Present: Mrs. Sandy Fowler, Chairperson
Mrs. Tracy Rummel, Secretary
Mrs. Lisa Finch
Ms. Beth Ann Morhardt
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 High School
Mr. Brett Duchon, Teacher, Stafford Middle School
Mrs. Peggy Falcetta, Principal, Staffordville School
Mr. Dean Fortin, IT / Network Coordinator
Mr. Neil Hoss, Selectman
Ms. Dana Hurley, Summer School Coordinator / High School Teacher
Members of the Stafford Energy Advisory Committee (3)
Ms. Shelley Michaud, Principal, West Stafford School
Mr. Marco Pelliccia, Principal, Stafford High School
Mr. Hank Skala, Principal, Stafford Elementary School
Mr. Kenneth Valentine, Principal, Stafford Middle School

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 7:17 p.m. A quorum was established.

Item II. Pledge of Allegiance

Mrs. Fowler led the Board in the Pledge of Allegiance.

Item III. Secretary's Report- Approval of Minutes

Regular Meeting, July 9, 2012

A consensus of the Board approved the Secretary's Report for the regular meeting held on July 9, 2012, as presented.

Item IV. Treasurer's Report

Bills, 6/29/12- \$795,687.37
Grants, 6/29/12- \$45,857.10
Bills, 7/25/12- \$1,230,806.48
Bills, 7/31/12 (Encumbered)- \$37,545.45
Bills, 8/1/12- \$240,869.90

Bills, 8/15/12 (Encumbered)- \$21,453.52
 Bills, 8/15/12- \$570,972.47
 Grants, 8/15/12- \$10,835.34

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

Item V. Correspondence

There was no correspondence.

Item VI. Board Reports

A. Report from Student Representative

Mr. Cummins reported on the search for locations for the senior banquet and his experience at West Point this summer.

B. Budget Committee

The Budget Committee members are Mr. Szymanski, Mrs. Fowler, and Ms. Morhardt. There was no update from the Budget Committee.

C. Curriculum Committee

The Curriculum Committee members are Mrs. Rummel, Mrs. Walsh and Ms. Shegogue. Mrs. Walsh reported that the committee met the previous week to review the math curriculum and chemistry curriculum, which would be presented to the full Board later on the agenda. She said that the teachers that worked on the curriculum revision are to be commended for their hard work.

Mrs. Walsh stated that Mrs. Fowler also attended the meeting and that they both recommend approval of the revised curriculums when they are presented under New Business.

D. Policy Committee

The Policy Committee members are Mrs. Fowler, Chairperson, Mrs. Finch, Ms. Morhardt and Mrs. Rummel (alternate). There was no update from the Policy Committee.

E. Negotiation Committee

The Negotiation Committee members are Mrs. Rummel, Ms. Morhardt and Mrs. Walsh. Mrs. Rummel stated that she is hopeful that the committee will have a report by the end of next month.

Item VII. Superintendent's Reports

A. Presentation by the Stafford Energy Advisory Committee (SEAC): Possible Solar Thermal System (Hot Water Generation) Projects

Dr. Collin reported that the State is again making grants available to promote the energy conservation efforts of municipalities. Since its presentation and grant application in the spring, the Stafford Energy Advisory Committee (SEAC) pursued an assessment of the efficiency of our hot water heating systems at Stafford High School, Stafford Middle School and West Stafford School. As a result of the committee's research and consultation, coupled with the availability of State grants, she said that the committee would like the Board to

consider the applications for solar thermal systems for the high school (estimated at \$50K), middle school (estimated at \$45K) and West Stafford School (estimated at \$40K), which are due on Friday, August 24, 2012.

Dr. Collin reported that while supplemental solar systems would be sufficient for the middle and high schools, the current system at West Stafford School is decrepit and “makes steam to make hot water to make hot water,” resulting in an extremely inefficient, wasteful water heating system. While the Committee would like to submit applications for all three projects, it is apparent that the current system at WSS needs to be addressed.

Dr. Collin stated that the Committee believes Stafford is in an advantageous position in terms of the grant application process since while most municipalities would have much work to do to meet the August 24th deadline for submission, the Committee has already conducted the research needed to justify the State’s consideration for a grant award. She noted that the Board should be aware that the stipulations associated with the application involve any combination of grant monies, loans (at an interest rate of 2-6%), and/or cash.

Representatives from the SEAC were at the Board meeting to present a brief overview of the proposed projects and to respond to questions of Board members.

Mr. Szymanski asked about the yearly maintenance costs of the solar systems. Mr. Kovaleski stated that the only moving part is the pump, which costs about \$150 to replace. He stated that the life expectancy of the systems is 20 – 30 years, with some systems in operation much longer, with little to no maintenance.

Mr. Szymanski asked if the system will be providing domestic water or water for heating. Mr. Kovaleski stated that the systems would provide about 60 – 70% of the domestic hot water for each building.

Dr. Collin stated that on behalf of the district, she would like to support the grant applications. She noted that *as was the case with the Stafford Middle School Solar Thermal Water System, there would be NO financial obligation on the part of the Board of Education to accept the grant funds and complete the approved project(s).*

B. Report on CMT / CAPT Scores

Dr. Collin stated that Board members were provided with detailed reports on Stafford’s CMT results for students in last year’s third through eighth grades, and on the CAPT results for students at Stafford High School, as indicated in the memorandum prepared by Mr. Michael J. Bednarz, Director of Curriculum & Instruction.

Dr. Collin reviewed the following information with the Board: the CMT addresses the following areas: Editing & Revising, Direct Assessment of Writing, Degrees of Reading Power, Reading Comprehension, and Mathematics and Science (for grades 5 and 8). The CAPT report highlights achievements for Mathematics, Science, Reading Across the Disciplines (Response to Literature and Reading for Information subtests) and Writing Across the Disciplines. On both assessments, students are graded on a scale from one (1) to five (5) in each of the areas tested: Advanced (5), Goal (4), Proficient (3), Basic (2) and Below Basic (1).

She noted that under the leadership of Mr. Pelliccia and Mr. Campbell, Stafford High School, Mr. Kenneth Valentine and Mr. Gregory Buonome, Stafford Middle School, and Mr. Hank Skala, Stafford Elementary School, staff is analyzing the data, findings of which will be addressed through their 2012-2013 School Improvement Plans (SIPs), to be presented to the Board at the end of October. She also noted that as indicated

in Mr. Bednarz's memorandum, specific time has been allocated during the August professional development days for this purpose.

Mr. Bednarz and Mr. Pelliccia reviewed the 2012 CAPT results. Mr. Bednarz, Mr. Valentine and Mr. Skala reviewed the CMT results. The CAPT and CMT reports and results that were reviewed at the Board meeting will be posted on the district web site under "District Info. / Office of Curriculum and Instruction".

Mrs. Fowler asked what needs to be done to improve writing in grades pre-kindergarten through two. Ms. Michaud stated that she, Mrs. Falcetta and Mr. Skala have met to discuss streamlining the curriculum through the lens of the Common Core.

Mrs. Fowler asked about the district's plan for transition to the Smarter Balanced Assessments. Mr. Bednarz responded that the district is in a good place with math and has three years to prepare in the area of English / Language Arts.

Dr. Collin also reviewed the information listed below with the Board.

Connecticut's New Accountability System: Metrics & School Classification

Students in Connecticut will be expected to participate in the CMT and CAPT until implementation of the Smarter Balanced Assessments in 2014. Aligned to the Common Core state Standards in English Language Arts/Literacy and Mathematics, the goal of these assessments is to help prepare all students to graduate high school college- and career-ready.

In previous years, schools were classified based on their CMT/CAPT performances, specifically, their attainment of Annual Yearly Progress (AYP), targets which were set by the CSDE in response to No Child Left Behind (NCLB). Approved by the USDE on May 29, 2012, the NCLB waiver has a number of implications for school districts in Connecticut. Implications include, but are not limited to, the following:

- Replace annual yearly progress (AYP) under NCLB with CT-designed annual performance targets
- Schools will not be identified as "in need of improvement" based on this year's data
- Schools that have already been "in need of improvement" will not be required to implement certain NCLB sanctions

NCLB requirements which were not waived by the USDE include the following:

- Highly qualified teacher requirements
- Parent involvement requirement (includes 1% reservation for parent involvement for districts receiving more than \$500,000 in Title I, Part A funds)
- Private school equitable services requirements

Below is a slide from a presentation in July 2012, which she attended, the purpose of which was to communicate to Superintendents information about Connecticut's new accountability system. It summarizes the differences between NCLB and CT's new metrics.

Major shifts:

| <u>NCLB</u> | <u>CT's new indicators</u> |
|---|---|
| Target is Proficient | Target is – on average – at Goal |
| Get to 100% by 2014 | Halfway to target by 2018 |
| Only math and reading count | Math, reading, writing, and science count |
| Only capture progress from Basic to Proficient | Count progress between all levels |
| School progress only measured by standardized test scores | School progress also measured by high school graduation rates (4-year and extended) |
| Accountable for subgroups of students, "n" size = 40 | Still accountable for subgroups of students, "n" size = 20; majority of subgroups approach |

Effective this year, the CSDE will calculate a Performance Index (0-100) for its schools and districts. The PI counts performance in all tested grade levels, incorporates all tested students (including students who take the MAS and the Skills Checklist), and includes performances of "all student groups" and subgroups (ELL, SWD, Black, Hispanic F/R Lunch). The PI captures performance and progress across performance bands and big picture "trends" while allowing for disaggregation by subject, subgroup and grade level.

Relative to the graduation metrics for high school, the previous 4-year cohort graduate rate was federally defined and included the percentage incoming 9th graders who graduate from 12th grade within four years with a standard diploma. The new "extended" graduate rate metric will count students who stay enrolled in high school for longer than four years and students who receive a certificate of completion. The new metric, however, will not count students who dropped out or transferred to another school district but never enrolled or have an unknown status. We anticipate the new graduation metric for high schools will positively impact the percentage of students who will be counted as graduates.

It was noted that the Board will be advised of information relative to Connecticut's new accountability system as it affects our students.

C. 2012 Summer School Update

Board members were provided with a report on the 2012 Summer School program, as prepared by Ms. Dana Hurley, Summer School Coordinator, and summarized by Mr. Michael J. Bednarz, Director of Curriculum and Instruction. Dr. Collin introduced Mr. Bednarz.

Mr. Bednarz noted that although the proposed summer school budget was cut for the third year in a row, there was still adequate funding to return to a full program for credit recovery and K-8.

A variety of programs were offered to meet students' needs including a program designed specifically for children with autism, *Odysseyware*, English, and a program for students in kindergarten through grade eight. In addition, some students also received Extended School Year (ESY) services in accordance with the Individualized Education Programs (IEPs), as mandated through the Planning and Placement Team (PPT) process. Each of the five types of programs was described in the summary.

Mr. Bednarz reported that 185 students participated in the summer school program in 2012 and that the program was very successful.

Dr. Collin and Mr. Bednarz publicly acknowledged Ms. Dana Hurley, who was responsible for coordinating and providing these programs of high caliber. Ms. Hurley functioned independently and managed situations as they arose in a professional manner.

D. New CSBE Definitions of Excused and Unexcused Absences

Dr. Collin reported that on June 27, 2012, the Connecticut State Board of Education (CSBE) adopted a new policy regarding the definitions of “excused absences” and “unexcused absences” effective the start of the 2012-2013 school year. She said that this adoption would necessitate a revision of our current policies and procedures relative to attendance. While the Board typically revises its policies *prior to* implementation, in order to minimize potential issues and confusion, she said that she would like to notify parents/guardians in writing of these changes prior to the start of the upcoming school year.

The new CSBE definitions are listed below.

Excused Absences

A student’s absence from school shall be considered excused if written documentation of the reason for the absence has been submitted within ten school days of the student’s return to school or in accordance with Section 10-210 of the Connecticut General Statutes and meets the following criteria:

- A. For absences one through nine, a student’s absences from school are considered excused when the student’s parent/guardian approves such absence and submits appropriate documentation; and
- B. For the tenth absence and all absences thereafter, a student’s absences from school are considered excused for the following reasons:
 1. student illness (Note: all student illness absences must be verified by an appropriately licensed medical professional to be deemed excused, regardless of the length of absence);
 2. student’s observance of a religious holiday;
 3. death in the student’s family or other emergency beyond the control of the student’s family;
 4. mandated court appearances (additional documentation required);
 5. the lack of transportation that is normally provided by a district other than the one the student attends (no parental documentation is required for this reason); or
 6. extraordinary educational opportunities pre-approved by district administrators and in accordance with Connecticut State Department of Education guidance.

Unexcused Absences

A student’s absence from school shall be considered unexcused unless they meet one of the following criteria:

- A. the absence meets the definition for an excused absence (including documentation requirements); or
- B. the absence meets the definition of a disciplinary absence.

Disciplinary Absences

Absences that are the result of school or district disciplinary action are excluded from these definitions.

Item VIII. Public Forum

A member of the audience stated that she appreciates the fact that the Board is considering solar projects at the schools. She asked for clarification regarding why Staffordville School was not included in the proposal. Mrs. Marinelli responded that she was told by SEAC that due to the condition of the roof at Staffordville School, solar panels cannot be installed at this time.

A member of the audience had a question regarding the district's locked in price for oil.

Item IX. Old Business

There was no Old Business.

Item X. New Business

A. Final Budget Transfers

The Board was provided with a report on final transfers for the 2011-2012 budget year as prepared by Mrs. Meg Devlin, former Business Manager. Dr. Collin reviewed the report with the Board.

Ms. Morhardt made a motion, seconded by Mrs. Walsh, that the Board of Education approve the following transfers:

- \$1,345 from the 200 code to the 100 code
- \$89,362 from the 200 code to the 400 code
- \$62,520 from the 300 code to the 400 code
- \$41,338 from the 300 code to the 600 code
- \$50,631 from the 500 code to the 600 code
- \$14,270 from the 500 code to the 800 code
- \$1,924 from the 700 code to the 800 code

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

B. Review and Possible Approval of SMS Student Trip Proposal

Board members were provided with a proposal from Mr. Brett Duchon, Choral Music Director at Stafford Middle School, for a trip to Williamsburg, VA, from May 15-19, 2013 for the members and director of the Stafford Middle School Stage and Select Music Choirs. Mr. Kenneth Valentine, Principal, Stafford Middle School, had approved of the trip proposal before it was presented to Dr. Collin.

According to the proposal, students will attend and compete in the Music Showcase Festival in Williamsburg, Virginia, and tour the Williamsburg, Jamestown, Norfolk, and Yorktown areas. Students will leave school on Wednesday afternoon, May 15, 2013, and return to Stafford on Sunday, May 19, 2013. The District will be using Rukstela Bus Company and the Music Showcase Festivals, as has been our practice for the last nine years, to help plan the trip.

Dr. Collin stated that there will be a minimum of four chaperones, including two certified staff members, to accommodate the number of students, who will participate, meeting all requirements of Board of Education Policy 6153, Field Trips/Foreign Trips, and its accompanying regulation. The provision of insurance for

students and the ability to reschedule the trip due to an act of terrorism also meet Board guidelines. The total cost of the trip will be about \$25,704.01. Fundraisers, in order to maintain this price, will include the following: two spaghetti suppers and raffles at SMS, Poinsettia sales during the winter concert, and school magnet sales.

Mr. Duchon was present at the Board of Education meeting to respond to questions.

Mrs. Finch made a motion, seconded by Ms. Morhardt, that the Board of Education approve a Middle School Chorus/Choir trip to Williamsburg, VA, from May 15, 2013-May 19, 2013, as presented. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

C. Appointment of Board Members to Stafford Education Association Negotiation Team

Mrs. Fowler, Mrs. Rummel and Ms. Shegogue agreed to serve on the SEA Negotiation Team. Dr. Collin asked for the group's availability and stated that she would forward the negotiation meeting schedule to them as soon as it was available.

D. Obsolete Equipment- Technology / Furniture

Mr. Dean Fortin, Instructional Technology / Network Coordinator, forwarded the following list of obsolete equipment for the Board's consideration:

- 3 digital cameras, Sony Mavica floppy disk storage
- 12 A access points
- 6 Mitsubishi projectors
- 10 Windows 95/98 laptops, IBM and Compaq
- 25+ Inkjet printers
- 23+ 15-17" CRT monitors
- 14 APC UPS, varying sizes (Battery backups for computers)
- 12 Computers (Towers)
- 3 Scanners
- 1 Box miscellaneous computer parts
- 1 Box miscellaneous keyboards and mice
- 1 Box old phone cables
- 1 Box backup tapes/disks
- 1 Server rack Keyboard Video Monitor (KVM)
- 1 Tape deck
- 2 Mini analog TVs
- 1 VHS player
- 12 Dead laptop batteries

Dr. Collin also noted that she would also like to include on the list one old black upholstered chair with wooden arms.

Mr. Fortin was present at the meeting to respond to questions.

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.

Mrs. Rummel made a motion, seconded by Ms. Morhardt, 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, the district will assume responsibility for proper disposal. Some of electronic equipment may be forwarded to a recycling company, specific to this purpose. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

E. Review and Possible Approval of Revised Board Policies, Regulations and Forms Governing the Use of Technology

Dr. Collin reported that both the Administrative Policy Committee (APC) and the Board Policy Committee (BPC), reviewed and revised a number of policies relative to the use of technology in our district, including but not limited to Policy #6141.328 Instruction: Bring Your Own Device (BYOD) and Protocol for the Use of Technology in the Schools and Policy #4118.51/4218.51 Social Media. In preparation for the upcoming school year, it came to our attention that we also needed to update the policies and agreement forms, as warranted and indicated below, to ensure alignment with our current policies relative to BYOD and social media.

- Policy #6141.321 Technology & Instruction/Acceptable Use of the Internet
- Policy #6141.322 Computers: Web Sites/Pages
- Policy #6141.325 (4118.52/4218.52) Use of New Web 2.0 Tools
- Policy #6141.326 Internet/Computer Network Use: Online Social Networking

Most of the policy revisions were a result of language consistency and include cross references to Policies #6141.328 and #4118.51/4218.5. Although the Board is not required to approve administrative regulations, they have been included for members' review. Please note, the revised regulations include Code of Conduct Guidelines for District Users and separate acceptable use agreement forms, which will be valid until October 1st of the subsequent school year: Elementary Student & Parents/Guardians; Middle & High School Student & Parents/Guardians; and Faculty & Staff. Dr. Collin stated that it is her intention to provide parents/guardians with an electronic copy of a document entitled, *Stafford Public Schools Policies, Regulations and Forms Governing the Use of Technology (August 2012)*, which contains all relative policies and forms at the start of the school year.

Mrs. Finch made a motion, seconded by Ms. Morhardt, that the Board approve the following revised policies as presented: Policy #6141.321 Technology & Instruction/Acceptable Use of the Internet; Policy #6141.322 Computers: Web Sites/Pages; Policy #6141.325 (4118.52/4218.52) Use of New Web 2.0 Tools; and Policy #6141.326 Internet/Computer Network Use: Online Social Networking. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

F. Review and Possible Approval of Math Curriculum Revision for Grades PreK – 8

Dr. Collin reported that in response to the need for alignment to the Common Core Standards for Mathematics (June 2010), a revised math curriculum was developed for grades pre-kindergarten through grade eight. As discussed earlier during the Board's Curriculum Committee report, staff members representing pre-kindergarten through grade eight assumed responsibility for writing and revising the curriculum.

Mr. Bednarz was present to respond to questions.

Mrs. Walsh made a motion, seconded by Mrs. Finch, that the Board approve the revised math curriculum for grades pre-kindergarten through eight, as presented. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

G. Review and Possible Approval of AP Chemistry Curriculum Revision

Dr. Collin stated that in response to conversations relative to increasing the number of Early College Experience (ECE) and Advanced Placement (AP) courses at Stafford High School, an AP Chemistry curriculum revision was developed. Mr. Michael Bednarz, Director of Curriculum & Instruction, indicated in his memorandum that Viesha Chatel, chemistry teacher at Stafford High School, attended a two-week seminar at Taft School in Watertown, Connecticut, last summer, which initiated the revision.

Mr. Bednarz was present to respond to questions. Mr. Szymanski asked if the textbooks that the Board adopted recently would work with the revised curriculum. Mr. Bednarz confirmed that they would.

Mrs. Walsh made a motion, seconded by Ms. Shegogue, that the Board approve the revised AP Chemistry curriculum revision, as presented. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

H. Acceptance of Grant Funds and Approval of Expenditures for the Solar Thermal System Project at Stafford Middle School

Dr. Collin reviewed with the Board that on June 4, 2012, the Stafford Energy Advisory Committee (SEAC) presented a brief overview of an energy efficient solution to address the issues relative to the current oil-fired hot water tank at Stafford Middle School, which has been patched several times due to leaking and would continue to require repairs and/or fail at any time.

During the overview, Mr. Fisher, SEAC, informed the Board of a grant opportunity through which the committee had requested \$18,000 to provide partial monies necessary to replace the hot water heater with a solar system. He noted that, conservatively, the system would pay for itself within five years. Mr. Fisher stated that C-TECSolar, one of the companies from which the Committee obtained a quote, was on the State-approved list and has been doing this type of work for a number of years. Of the total cost of this portion of the project (\$36,000), the Board would need to fund \$18,000.

In the discussion that followed during the June Board meeting, Mr. Rob Butler, Supervisor of Building Services, responded that a supplemental system would be needed for backup in the event that the solar energy did not provide sufficient hot water on any given day. Dr. Collin indicated at that time that the funding would need to be discussed further once we learned whether we had been awarded the grant.

On July 23, 2012, the Stafford Energy Committee received official written notification via email that it had received approval for the solar hot water system at Stafford Middle School. Therefore, Dr. Collin stated that she would like to proceed with the installation and completion of the project.

Mrs. Finch made a motion, seconded by Ms. Shegogue, that the Board accept the State grant funds and approve expenditures for the Solar Thermal System Project at Stafford Middle School. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

Item XI. Personnel Matters

A. Resignation- Certified Staff Member

Mrs. Finch made a motion, seconded by Mrs. Rummel, that the Board of Education accept the resignation of the following certified staff member:

| NAME | POSITION | SCHOOL | EFFECTIVE DATE | REASON |
|-----------|--|------------------------------|----------------|--|
| Amy Couch | Science / Social Studies Teacher, Grade 6 | Stafford Middle School | 8/15/12 | Accepted a position in another CT district. |

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

B. Approval of Leave of Absence Request- Certified Staff Member

Ms. Morhardt made a motion, seconded by Mrs. Rummel, that the Board of Education approve the request for Mrs. Heather Galotto's unpaid personal leave of absence for reasons of childrearing from October 8, 2012, through December 17, 2012. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

C. Appointments- Certified Staff Members

Mrs. Finch made a motion, seconded by Ms. Morhardt, that the following candidates for teaching positions be appointed as follows:

| NAME | CERTIFICATION AREA | SCHOOL/ ASSIGNMENT | REPLACING/ NEW | SALARY | EFFECTIVE DATE |
|------------------------------|--|--|----------------|---|----------------------|
| Gascon, Philippe | School Counselor (068) | Stafford High School / Guidance Counselor | Berard, J. | \$45,032 (6 th Year, Step 1) | 8/23/12 |
| Mancinelli, Michele | Elementary, K- 6 (013); Mathematics, Middle School (229) | Stafford Middle School / Mathematics Teacher | Greenberg, L. | \$51,220 (MA, Step 6) | 8/23/12 |
| Millette, Jillian | Elementary, K- 6 (013) | Staffordville School / Kindergarten Teacher | Page, E. | \$42,387 (MA, Step 1) | 8/23/12 |
| Morgan-Hostetler, Melissa | Elementary, K- 6 (013) | Stafford Middle School / Science & Social Studies, Gr. 6 | Couch, A. | \$49,453 (MA, Step 5) | To be determined. |

| | | | | | |
|-------------------|-----------------------|---|---------------|--|---------|
| Sidor, Jacqueline | Art, PK – 12 (042) | Staffordville / West Stafford and Stafford Elementary Schools / Art Teacher (.80 FTE) | Fischetti, A. | \$31,789 (BA, Step 1, pro-rated to .80 FTE) | 8/23/12 |
|-------------------|-----------------------|---|---------------|--|---------|

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

Ms. Morhardt made a motion, seconded by Mrs. Finch, to move item **XII.A- Consideration of Superintendent of Schools' Recommendation to Expel Student H from Stafford High School (Executive Session Anticipated)** into executive session. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

The Board took a brief recess at 9:04 p.m. The meeting reconvened at 9:15 p.m.

Item XII. Student Matters

A. Consideration of Superintendent of Schools' Recommendation to Expel Student H from Stafford High School (Executive Session Anticipated)

Mrs. Rummel made a motion, seconded by Mr. Morhardt, that the Board enter executive session to discuss material that would result in the disclosure of public records or the information contained therein as described in Connecticut General Statutes Sections 1-200(6)(E), subsection (b) of Section 1-210, specifically, personnel, student or medical and similar files the disclosure of which would constitute an invasion of privacy, and / or names and addresses of students enrolled in public school. Only those invited by the Board may be present in the executive session. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried. The Board entered executive session at 9:16 p.m.

The Board invited the following individuals into the executive session:

Dr. Patricia A. Collin, Superintendent of Schools
 Attorney Peter A. Janus, Counsel for the Board of Education
 Mr. Marco Pelliccia, Principal, Stafford High School
 Ms. Jolene Piscetello, Social Worker, Stafford High School
 Mother of Student H
 Student H
 Mrs. Christine Marinelli, Recording Secretary

The Board took a recess to deliberate at 9:39 p.m. All invited individuals, with the exception of Attorney Janus, left the meeting room.

All invited individuals returned to the meeting room at 9:41 p.m.

Ms. Rummel made a motion, seconded by Mrs. Walsh, to return to regular session. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried. The Board returned to regular session at 9:42 p.m.

Ms. Morhardt made a motion, seconded by Mrs. Rummel, that based on the evidence and testimony received after a due process hearing, it is the finding of the Stafford Board of Education that between February through June 2012, Student H committed an expellable offense, namely that Student H repeatedly sexually assaulted a female student by unwelcome groping and attempts to grope her; Student H acted in an unruly, disruptive manner by making repeated inappropriate, threatening and sexualized comments while being transported by the Stafford Board of Education; and Student H violated the Board of Education's Policy 5114 (a)-(1), Board Policy 5131.1 and Regulation 5131.1 (a)-(b), Policy 5131.8, and Policy 5145.5 (a)-(b) and Regulation (a)-(c), and the disciplinary guidelines as outlined in the Stafford High School 2011-2012 Student-Parent Handbook; and it being the further finding of the Stafford Board of Education that such action constitutes conduct which is detrimental and an endangerment to the health, safety and welfare of other students, that such conduct is seriously disruptive of the educational process and that such conduct also violates a publicized policy of the Stafford Board of Education. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

Ms. Morhardt made a motion, seconded by Mrs. Walsh, to enter executive session. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried. The Board entered executive session at 9:43 p.m.

The Board took a recess to deliberate at 9:52 p.m. All invited individuals, with the exception of Attorney Janus, left the meeting room.

All invited individuals returned to the meeting room at 10:12 p.m.

Mrs. Finch made a motion, seconded by Mrs. Walsh, to return to regular session. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried. The Board returned to regular session at 10:13 p.m.

Ms. Morhardt made a motion, seconded by Mrs. Finch, that based on the previous decision of the Stafford Board of Education that Student H committed an expellable offense, and based upon the evidence and testimony received as to the length of any expulsion to be imposed for the offense by Student H, it is the finding of the Stafford Board of Education that Student H shall be expelled from the Stafford Public Schools from any and all school privileges and premises, and all school-sponsored activities for disciplinary reasons, effective immediately, for a period of one calendar year. Moved further that the Administration provide Student H with an alternative educational opportunity during the expulsion period. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

Item XIII. Adjournment

Mrs. Finch made a motion, seconded by Ms. Shegogue, 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 10:15 p.m.

**Respectfully submitted,
Christine C. Marinelli, Recording Secretary**

Sandra Fowler, Chairperson

Tracy Rummel, Secretary

**Special Meeting
Stafford Board of Education
Pinney Administration Building
August 22, 2012**

Board Members Present: Mrs. Sandy Fowler, Chairperson
Mrs. Lisa Finch
Ms. Sonya Shegogue
Mr. Stephen Szymanski
Mrs. Kathy Walsh

Absent: Ms. Beth Ann Morhardt
Mrs. Tracy Rummel

Also Present: Dr. Patricia A. Collin, Superintendent of Schools

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 6:52 p.m. A quorum was established.

Item II. Interview and Discuss the Qualifications of a Candidate for the Position of Business Manager (Executive Session Anticipated)

Ms. Shegogue made a motion, seconded by Mrs. Finch, to enter into executive session. Mrs. Finch, Ms. Shegogue, Mr. Szymanski, and Mrs. Walsh voted for the motion, which carried. The Board entered into executive session at 6:53 p.m.

The Board interviewed a candidate in executive session for the position of business manager.

Mrs. Finch made a motion, seconded by Mrs. Walsh, to return to regular session. Mrs. Finch, Ms. Shegogue, Mr. Szymanski, and Mrs. Walsh voted for the motion, which carried. The Board returned to regular session at 8:39 p.m.

Item III. Possible Appointment of Business Manager

Mr. Szymanski, seconded by Ms. Shegogue, made a motion to appoint Mr. Jerry Domanico to the position of business manager, effective September 17, 2012, at a salary of \$90,000 (pro-rated). Mrs. Finch, Ms. Shegogue, Mr. Szymanski, and Mrs. Walsh voted for the motion, which carried.

Item VI. Adjournment

Mrs. Finch, seconded by Mrs. Walsh, made a motion to adjourn. Mrs. Finch, Ms. Shegogue, Mr. Szymanski, and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 8:42 p.m.

**Respectfully submitted,
Patricia A. Collin, Recording Secretary**

Sandra Fowler, Chairperson

Tracy Rummel, Secretary