

Board of Education Regular Meeting  
Monday, July 12, 2010 7:00 PM Eastern

Pinney Administration Building  
16 Levinthal Run  
Stafford Springs, CT 06076

I.	Call to Order- Establishment of Quorum
II.	Secretary's Report- Approval of Minutes
II.A.	Regular Meeting- June 21, 2010
II.B.	Special Meeting- June 30, 2010
III.	Treasurer's Report
III.A.	June 30, 2010- \$70,086.93 (grants)
III.B.	June 30, 2010- \$18,623.64
III.C.	June 30, 2010- \$607,889.02
IV.	Correspondence
V.	Board Reports
VI.	Superintendent Reports
VI.A.	Head Start Report through June 2010
VI.B.	Cafeteria Profit and Loss through June 2010
VII.	Public Forum
VIII.	Old Business
IX.	New Business
IX.A.	Review and Possible Approval of Revised World Language Curriculum
IX.B.	Review and Possible Approval of New World Language Textbooks
IX.C.	Review and Possible Approval of a Proposal for a High School Trip to Washington, D.C., in March 2011
IX.D.	Review and Possible Approval of St. Edward School Lunch Contract for 2010-2011
X.	Personnel Matters
X.A.	Appointments- Certified Staff Members
XI.	Student Matters

**Regular Meeting  
Stafford Board of Education  
Pinney Administration Building  
Monday, June 21, 2010**

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

**Absent:** Mr. Stephen Szymanski

**Also Present:** Dr. Thérèse G. Fishman, Superintendent of Schools  
Mr. Michael Bednarz, Director of Curriculum and Instruction  
Mrs. Meg Devlin, Financial Analyst  
Mr. Damian Frassinelli, Director of Athletics and Recreation  
Mr. Francis Kennedy, Principal, Stafford High School  
Mrs. Lynn Reedy, Technology Integration Specialist

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

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

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

Regular Meeting, June 7, 2010

A consensus of the Board approved the Secretary's Report for the regular meeting held on June 7, 2010, as presented.

**Item III. Treasurer's Report**

**Board Bills:**  
June 8, 2010- \$312,042.99

A consensus of the Board approved the Board bills, as presented.

**Item IV. Correspondence**

Mr. Fontanella read an e-mail regarding the middle school stage choir, which won the prestigious Grand Sweepstakes Award from the Music Showcase Festivals. The SMS Select Choir won second place.

## **Item V. Board Reports**

Mr. Fontanella thanked the Board members for attending graduation, which he said went very well. He said that Mrs. Glover was the guest speaker, who did a wonderful job. Board members commented on how well done the student speeches were.

## **Item VI. Superintendent's Reports**

### **A. Technology Plan and Technology Presentation**

Dr. Fishman stated that last year, a large committee of teachers, administrators, representative parents, business leaders and Board members, together with Ms. Lynn Reedy, Technology Integration Specialist, Mr. Jim Kavanagh, Network Coordinator, Mrs. Jane Cook, EASTCONN Consultant, and leader, Mr. Michael Bednarz, Director of Curriculum and Instruction, developed the district's new Technology Plan for 2009 - 2012. Dr. Fishman reported that the State Department of Education requires an annual review of the district's technology plan.

Dr. Fishman introduced Mr. Michael Bednarz, who applauded the efforts of Mr. Jim Kavanagh, Mrs. Lynn Reedy and Mr. Paul Wohlfahrt and Mr. Dean Fortin, Computer Technicians.

Mr. Bednarz highlighted several of the accomplishments in the technology department over the past school year. He also noted that a complete list of the accomplishments is included in the technology plan on pages 39 and 40. Mr. Bednarz then introduced Mrs. Lynn Reedy. Mrs. Reedy presented to the Board technology-rich student projects / lessons that were prepared this school year and highlighted her accomplishments this school year.

### **B. Summer Reading Program**

Dr. Fishman stated that each year, for the past ten years, the district has had a summer reading program in grades pre-kindergarten through grade 12. She noted that students are being requested to read more non-fiction books this year, and they are also invited to join the Governor's Summer Reading Challenge. Dr. Fishman introduced Mr. Michael Bednarz to speak about two new programs this year.

Mr. Bednarz stated that this year the district used test data to determine that students should be reading more non-fiction books. Through the PASS grant, the district was able to purchase one informational text for each student in grades 1-5. He commended Ms. Peggy Falcetta and Ms. Linda Callahan who built the summer reading program for Stafford Elementary School.

Mr. Bednarz and Mr. Kennedy reviewed the highlights of the high school program. He noted that at the high school the library media specialist, Mr. Thomas Vaghini, worked with Mr. Bednarz and Mr. Kennedy to create their program. Mr. Bednarz noted that the high school program will be modeled after the very successful middle school program.

### **C. Head Start Report through May 31, 2010**

Dr. Fishman stated that beginning this month, she will be reporting on all of the Head Start grants, rather than reporting on just the Basic Head Start Grant.

Dr. Fishman reported that as of the end of May, the district has expended \$34,541 of the total Basic Head Start grant of \$49,931, leaving about \$15,390 left to spend through June 30, 2010. The Basic Head Start grant funds our regular Head Start Program.

Dr. Fishman reported that the Head Start Quality Improvement grant is a one-time grant focused on providing professional development to Head Start employees. She noted that this small grant of \$6,803 has \$1,946 left to be spent through September 30, 2010.

Dr. Fishman reported that \$37,379 of the Early Head Start Grant has been expended, which totals \$56,666.

**D. Cafeteria Profit and Loss through May 2010**

Dr. Fishman reported that through May 2010, the cafeteria program shows a profit of \$23,884, which is down from last year's profit of \$28,515. Dr. Fishman noted that while that is a healthy profit, there will be end-of-year expenses to the food service program in June, such as insurance waivers and the retroactive payment of raises for CSEA members. In addition to those expenses, Mrs. Linder, Director of Building Services, is planning to replace some older pieces of kitchen equipment.

**E. Witt School Project Update and Investigation of Alternative High School Program**

Dr. Fishman stated that at the last meeting, she was speaking about using some of the rooms at the Witt School, if refurbished, for an Alternative School. At that time, she realized that some of the Board members were not aware that the town was considering combining town and Board of Education offices at the Witt School, should the project go forward. She noted that some time ago, Mr. Ed Muska, leader of the Witt School Advisory Committee, spoke with her to determine what the space needs of the Board of Education offices would be, should the Witt School project go forward.

Mr. Fontanella stated that the Witt School Project has been discussed since the building was taken off line as a school. He said that it has always been part of the plan that the Board of Education offices would go over to the Witt building, should it be renovated. He said that he spoke with Selectman Krol, and he plans to make a presentation to the Board of Education at a joint meeting, once the appropriate information has been gathered and he has a proposal ready to present. Mr. Fontanella stated that he has a set of preliminary plans that the Board members could look at, if they'd like. Dr. Fishman noted that the date on the plans is in early 2009, which was before First Selectman Krol took office. She said that she saw the plans for the first time a few weeks ago.

Mrs. Rummel asked if the Board could get a better idea of the timeline from the Selectman. Mr. Fontanella said that he would speak with Mr. Krol and get back to the Board. Dr. Fishman noted that the project would receive half of the 72% reimbursement for any part of the Witt building that the Board offices would occupy. Additionally, for any part of the building that students will occupy, the project would receive the full 72% reimbursement.

Dr. Fishman stated that when she presented the Alternative School Proposal at the last Board meeting, she said that the proposed new Alternative School would be in addition to the Intensive Education Academy that already exists. However, after consideration, she believes

that the two schools could be combined. Dr. Fishman then reviewed the list of questions that would be asked of successful Alternative High Schools in Connecticut and the list of data points from Stafford. Board members asked for the following additional information:

- Gather information regarding how technology would be integrated and how electives are offered.
- A profile of all districts that offer alternative schools, not just successful alternative schools.
- What is the expected student outcomes, the total cost for the program and the per student expenditure?
- What are the hidden costs that the district may not have considered?
- What data points will the district use (or have other districts used) to determine that the program is helping to decrease the dropout rate? What factors have other districts looked at? Ask other districts why they created an alternative school and what was the tipping point?
- How long did it take to notice a difference in drop-out rate?
- Which schools were looked at?
- Do other districts take in students from other towns? How did that work out?
- Do other districts modify the district's existing curriculum? What types of other programs were offered?

The Board requested the information by the end of October 2010. Additionally, the Board would like an update at the next meeting with information from the Selectman's Office regarding timelines.

#### **F. 2010 – 2011 Budget Update and Cuts (including sports)**

Dr. Fishman reported to the Board that as part of the Board of Finance mandated \$100,000 cut to the 2010 – 2011 budget, the district cut a PM custodial position, rather than an AM custodial position.

Mr. Frassinelli, Director of Athletics and Recreation, detailed for the Board where the \$10,000 in cuts to the athletics department would come from. He reported that his recommendation would be that boys and girls intermural basketball at Stafford Middle School be replaced by in-school, intramural teams. He said that about \$8,000 in savings would be realized by eliminating coaches, other officials and travel. Mr. Frassinelli noted that many times the school teams conflict with town recreation teams anyway. To make up the additional \$2,000, Mr. Frassinelli said that he would cut the assistant wrestling coach at the high school and make cuts to the athletic supply budget lines. Mrs. Bradway asked that Dr. Fishman check on the SEA contract implications of the intramural coaching position. The Board thanked Mr. Frassinelli for taking the time to create a plan that had the least impact on the students.

Dr. Fishman stated that due to the recent enrollment of students who need the services of special education paraprofessionals, it was necessary to add four paraprofessional positions at Stafford Elementary School and two job coaching positions at the high school. In order to cover the cost of these new positions, a literacy paraprofessional was eliminated at Stafford Elementary School and at West Stafford School, a special education paraprofessional position at Stafford Middle School, and two special education support positions at Stafford High School. While no one will lose a job, the district will be decreasing services available to students due to the decrease in paraprofessionals.

### **Item VII. Public Forum**

A resident made several comments regarding the existing Intensive Education Academy (IEA), currently housed at the Old Town Hall. She noted that the location is highly visible, and she feels that the students are stigmatized. She also had a question regarding the student / teacher ratio.

Another resident made comments regarding the IEA. She noted that the facility is dirty when the Art Commission uses the building, and there has been some damage to the building.

A resident made a comment regarding the budget cuts and the cut to the middle school sports program. She also reviewed a list of potential cuts developed by members of CSEA.

A resident asked if the Witt project would be brought before the town at a referendum. Mr. Fontanella said that it would be. She also had a question regarding the alternative school information.

### **Item VIII. Old Business**

There was no Old Business.

### **Item IX. New Business**

#### **A. Review and Possible Approval of Algebra I Textbook**

Mr. Bednarz, Director of Curriculum and Instruction, briefly reviewed the textbook adoption process. He informed the Board that he is forwarding for their approval a textbook entitled *Algebra I*, Prentice Hall, 2011, as the core resource for the Algebra I courses at Stafford Middle School and Stafford High School. Mr. Bednarz reviewed some of the distinguishing features of the textbook. He also noted that all of the Algebra teachers were involved in the selection of this text.

Mrs. Fowler made a motion, seconded by Mrs. Finch, that the Board of Education approve *Algebra I*, Prentice Hall, 2011, as the core resource for the Algebra I courses at Stafford Middle School and Stafford High School. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt and Mrs. Rummel voted for the motion, which carried.

**B. Review and Possible Approval of an Ice Hockey Co-op**

Dr. Fishman informed the Board that the proposal for an ice hockey co-op had been presented to her back in April. However, the proposal was held until after the budget had passed.

Dr. Fishman introduced Mr. Damian Frassinelli, Director of Athletics and Recreation. Mr. Frassinelli reported that Stafford has been invited to participate in an ice hockey co-op team with Rockville High School and Manchester High School. He said that there would be no cost to the district, because parents will have to assume all costs for ice time and equipment. Parents will also be responsible for transporting their students to all practices and home games and to Rockville High School for transportation to away games.

Board members had questions regarding insurance coverage for the students and Title IX compliance. Mr. Frassinelli said that he would alter the co-op form to remove the word “boy’s”, since girls are allowed to play on the team, if they choose. Dr. Fishman said that she would check on the insurance question.

Mrs. Rummel made a motion, seconded by Mrs. Bradway, that the Board of Education approve the participation of Stafford High School in an Ice Hockey Co-op Team with Rockville High School and Manchester High School for 2010 – 2011, with the express understanding that there will be no costs for this participation borne by the Stafford Board of Education. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt and Mrs. Rummel voted for the motion, which carried.

**Item X. Personnel Matters**

**A. Appointments- Certified Staff Members**

Mrs. Rummel 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
Jackson, Gregory	Mathematics, 7-12 (029)	Stafford High School / Math Teacher	.50 McWilliams / .50 New for IEA	\$44,680 (MA, Step 3)	8/25/10
Manning, Deborah	School Social Worker (071)	Stafford High School / School Social Worker (.40 FTE) (One Year Assignment)	Jolene Piscetello (decreased her assignment from 1.0 to .60 FTE)	\$17,528 (6 <sup>th</sup> Year, Step 1, pro-rated .40 FTE) (One Year Assignment)	8/25/10

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

Mrs. Finch made a motion, seconded by Mrs. Fowler, to place item **X.B. Rescind Non-Renewals (Executive Session Anticipated)**, into executive session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt and Mrs. Rummel voted for the motion, which carried.

The Board took a brief recess at 9:40 p.m.

Mrs. Finch made a motion, seconded by Mrs. Fowler, to enter executive session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt and Mrs. Rummel voted for the motion, which carried. The Board entered executive session at 9:45 p.m.

Mrs. Finch made a motion, seconded by Mrs. Bradway, to return to regular session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt and Mrs. Rummel voted for the motion, which carried. The Board returned to regular session at 9:55 p.m.

**B. Rescind Non-Renewals (Executive Session Anticipated)**

Mrs. Bradway made a motion, seconded by Ms. Morhardt, that the Board of Education rescind its decision to non-renew the teacher contracts of the following teachers at the end of the 2009- 2010 school year:

NAME	POSITION	SCHOOL	EFFECTIVE DATE
Corinna Boldi	Elementary Teacher, Grade 5	Stafford Elementary School	End of School Year, June 2010
Nora Claus	Elementary Teacher, Grade 3	Stafford Elementary School	End of School Year, June 2010
Katherine Cohen	Tier II, III Intervention / Special Education Teacher, K-1	West Stafford School	End of School Year, June 2010
Jennifer Ledbetter	Elementary Teacher, Grade PreK	Staffordville School	End of School Year, June 2010
Melanie Morrill	English Teacher	Stafford Middle School	End of School Year, June 2010
Sarah Myles	Elementary Teacher, Grade 5	Stafford Elementary School	End of School Year, June 2010

Moved further, that the Board of Education direct the Superintendent of Schools to communicate this action of the Board in writing to each of these teachers and that the Superintendent of Schools prepare teaching contracts for the 2010-2011 school year for each of the above-named teachers in accordance with the *Professional Agreement between the Stafford Board of Education and the Stafford Education Association* July 1, 2010 through June 30, 2013. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt and Mrs. Rummel voted for the motion, which carried.

**Item XI. Student Matters**

There were no Student Matters.

**Item XII. Adjournment**

Mrs. Rummel made a motion, seconded by Ms. Morhardt, to adjourn. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt and Mrs. Rummel voted for the motion, which carried. The meeting adjourned at 9:57 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  
Wednesday, June 30, 2010, 6:30 p.m.

Present: Mrs. Lisa Finch  
Mrs. Sandy Fowler, Secretary  
Ms. Beth Ann Morhardt  
Mrs. Tracy Rummel  
Mr. Stephen Szymanski

Absent: Mr. Mark Fontanella  
Mrs. Lisa Bradway

- I. The meeting was called to order at 6:48 PM. A quorum was established. Mrs. Fowler ran the meeting in Mr. Fontanella's absence.
- II. Mrs. Finch made a motion, seconded by Mrs. Rummel, to enter executive session to interview and discuss the qualifications of a candidate for the position of Director of Pupil Services. Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The Board went into executive session at 6:49 PM.
- III. Mrs. Rummel made a motion, seconded by Ms. Morhardt, to return to regular session. Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The Board returned to regular session at 7:40 PM.
- IV. Mrs. Finch made a motion, seconded by Ms. Morhardt, to appoint Amy Stevenson to the position of Director of Pupil Services, at a salary of \$109,367.00 (pro-rated) (Step 1, Administrators' Salary Schedule), effective on or before August 2, 2010. This appointment is contingent upon Ms. Stevenson meeting all certification requirements of the Connecticut State Department of Education. Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.
- V. Mr. Szymanski made a motion, seconded by Mrs. Finch, to adjourn the meeting. Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The meeting adjourned at 7:42 PM.

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

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Mrs. Sandy Fowler, Secretary

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Mr. Mark Fontanella, Chairperson