

Board of Education Regular Meeting  
Monday, August 23, 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, July 12, 2010
III.	Treasurer's Report
III.A.	7/15/2010- \$34,292.02 (grants)
III.B.	7/19/2010- \$86,134.94
III.C.	7/20/2010- \$242,285.56
III.D.	7/28/2010- \$275,373.08
III.E.	8/9/2010- \$17,397.47
III.F.	8/11/2010- \$515,898.80
III.G.	08/18/10- \$364,498.53
IV.	Correspondence
V.	Board Reports
VI.	Superintendent Reports
VI.A.	Summer School Report 2010
VI.B.	Connecticut Mastery Test Results
VI.C.	2010 Final Adequate Yearly Progress (AYP) Reports
VI.D.	Administrators' Reports on 2009 - 2010 Goals
VI.E.	Financial Report through June 30, 2010
VI.F.	Update on the Proposed Location of the Intensive Education Academy
VII.	Public Forum
VIII.	Old Business
IX.	New Business
IX.A.	Final Transfers for 2009 - 2010
IX.B.	Appointment of Asbestos Designee for 2010 - 2011
IX.C.	Review and Possible Approval of New and Revised Board Policies
X.	Personnel Matters
X.A.	Appointments- Certified Staff
X.B.	Non-Affiliated Salary Increases (Executive Session Anticipated)
XI.	Student Matters
XI.A.	Consideration of Parent Request for Early Readmission of Student F to Stafford High School (Executive Session Anticipated)
XI.B.	Discussion of Vandalism at Stafford High School (Executive Session Anticipated)

**Regular Meeting  
Stafford Board of Education  
Pinney Administration Building  
Monday, July 12, 2010**

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

**Absent:** Ms. Beth Ann Morhardt

**Also Present:** Dr. Thérèse G. Fishman, Superintendent of Schools  
Mr. Michael Bednarz, Director of Curriculum and Instruction  
Mrs. Deb Bileca, Teacher, Stafford High School  
Mr. Robert Campbell, Assistant Principal, Stafford High School  
Mrs. Meg Devlin, Financial Analyst  
Mr. Gary Shearer, Teacher, Stafford High School

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

The meeting was called to order at 7:04 p.m. A quorum was established.

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

Regular Meeting, June 21, 2010  
Special Meeting, June 30, 2010

A consensus of the Board approved the Secretary's Reports for the regular meeting held on June 21, 2010, and the special meeting held on June 30, 2010, as presented.

**Item III. Treasurer's Report**

**Board Bills:**

June 30, 2010- \$ 70,086.93 (grants)  
June 30, 2010- \$ 18,623.64  
June 30, 2010- \$608,889.02

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

**Item IV. Correspondence**

There was no correspondence.

## **Item V. Board Reports**

Mr. Szymanski updated the Board regarding the business discussed at the last building committee meeting. He was unable to attend, but received the minutes from the meeting.

Dr. Fishman stated that they are just about finished with the high school building project and moving closer to the completion of the elementary school project.

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

### **A. Head Start Report through June 2010**

Dr. Fishman stated that as of May 2010, the Board now receives updates on all of the Head Start grants, rather than on just the Basic Head Start Grant.

Dr. Fishman reported that as of the end of June, the district has expended the total Basic Head Start grant totaling \$49,931. The Basic Head Start grant funds our regular Head Start Program. Dr. Fishman also noted that the district received the funds for July 2010 - January 2011 in the amount of \$50,533.

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 \$4,173.72 expended and \$860.00 encumbered, with the balance to be expended by September 30, 2010.

Dr. Fishman reported that \$23,876.68 of the Early Head Start Grant has been expended and \$1,203.29 has been encumbered. The total grant amount is \$49,306 (this amount was reduced by EASTCONN since last month's report).

Mrs. Fowler had questions regarding how the Head Start Quality Improvement funds were spent. Dr. Fishman reviewed the details of the report with the Board.

### **D. Cafeteria Profit and Loss through June 2010**

Dr. Fishman reported that through June 2010, the cafeteria program shows a profit of \$300.45. Dr. Fishman noted that the large decrease in profit (-\$22,818.09) since last month was due to end-of-year expenditures, such as insurance waivers, the second installment of the shoe stipend and the retroactive payment of raises for CSEA members.

Dr. Fishman reported that Mrs. Linder, Director of Building Services, has seen an increase in the number of employees taking insurance benefits in 2009 - 2010, and two additional employees have signed on to take insurance benefits in 2010 - 2011. Dr. Fishman stated that she, Mrs. Devlin and Mrs. Linder will be closely monitoring the impact of the insurance costs on the food service program next year.

Mrs. Rummel had a question regarding the remaining food inventory and whether or not the program would still be able to replace some of the older equipment, which was discussed at the last Board of Education meeting. Dr. Fishman said that she would ask Mrs. Linder to

provide additional details regarding the inventory and that the program would not be able to replace any of the older equipment next year.

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

There were no questions or comments.

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

There was no Old Business.

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

#### **A. Review and Possible Approval of Revised World Language Curriculum**

Dr. Fishman stated that the World Language Curriculum was reviewed by the World Language Curriculum Committee, chaired by Mrs. Deb Bileca. She said that the committee followed the Board's procedures and guidelines as outlined in Stafford's Curriculum Review Process. She introduced Mr. Michael Bednarz, Director of Curriculum and Instruction.

Mr. Bednarz thanked Mrs. Bileca and the World Language Curriculum Committee for their hard work on the curriculum revision. He highlighted some of the enhancements made to the proposed World Language Curriculum, such as the utilization of the Connecticut Standards for World Language; the alignment of language level performance expectations that connect teaching resources, learning activities and assessment measurements; and inclusion of technology rich activities and immersion and "real world application" activities and assessments. Mr. Bednarz also reviewed some of the goals for the World Language team for next year.

The approval of this item was tabled until the next regularly scheduled meeting.

#### **B. Review and Possible Approval of New World Language Textbooks**

Dr. Fishman introduced Mr. Michael Bednarz, Director of Curriculum and Instruction.

Mr. Bednarz stated that the textbook selection process was facilitated by Mrs. Deb Bileca, World Language Curriculum Team Leader. He also noted that all of the world language teachers provided input. He said that the teachers were looking for a textbook that would provide technology based teaching and learning opportunities; include resources for developing oral, written and auditory fluency; align with the 2005 Connecticut Curriculum Frameworks for World Language; include engaging application and immersion-based learning activities and offer differentiated activities for a variety of learner needs. Mr. Bednarz provided Board members with several copies of the books. He also walked them through several sections of the books.

Mrs. Bradway made a motion, seconded by Mrs. Fowler, that the Board of Education adopt Asi Se Dice (2009) and Bon Voyage (2008) as the textbooks for world language in Stafford. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

Mr. Szymanski had a question regarding the number of textbooks that were being ordered. Mr. Bednarz stated that the numbers were based on figures from guidance as of last Thursday, plus a couple of extras.

**C. Review and Possible Approval of a Proposal for a High School Trip to Washington, D.C., in March 2011**

Dr. Fishman reported that this proposal is for the biennial high school student trip to Washington, D.C. She noted that this year's trip would be using a Post Road Stages tour bus and that the teachers would be planning the trip, rather than a travel agent, thus saving the students some money. She introduced Mr. Shearer, social studies department chair at the high school, who reviewed the details of the trip with the Board.

Mr. Shearer stated that the itinerary for the trip was nearly identical to the one that was used two years ago. He said that he expects that approximately 80 students will participate. He also noted that there will be parent meetings beginning in September and that payment plans will be available. Mr. Shearer said that each student will be asked to do a pod cast on one of 100 locations of interest in Washington, DC. These pod casts will be played during the tour.

Mrs. Rummel made a motion, seconded by Mrs. Bradway, that the Board of Education approve a Stafford High School trip to Washington D.C., from March 23 – March 26, 2011, as presented. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

**D. Review and Possible Approval of St. Edward School Lunch Contract for 2010 – 2011**

Dr. Fishman stated that since the beginning of the 1996 – 1997 school year, the Stafford Food Service program has provided a lunch program for St. Edward School. She noted that the only change to the contract this year is that the food preparation would take place at the high school, rather than the middle school.

Mrs. Finch made a motion, seconded by Mrs. Fowler, that the Board of Education enter into an agreement, as written, with St. Edward School to provide St. Edward School with a lunch program for the 2010 – 2011 school year. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

Mrs. Finch made a motion, seconded by Mrs. Fowler, that the Board of Education authorize Mark Fontanella, Chairman of the Board of Education, to sign the agreement with St. Edward School to provide St. Edward School with a lunch program for the 2010 – 2011 school year. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

## **Item X. Personnel Matters**

### **A. Appointments- Certified Staff Members**

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

NAME	CERTIFICATION AREA	SCHOOL/ ASSIGNMENT	REPLACING/ NEW	SALARY	EFFECTIVE DATE
Bruce, Douglas	Technology Education, PreK – 12 (047)	Stafford High School / Technology Education Teacher	Keegan Day	\$43,563 (BA, Step 4)	8/25/10
Macrina, Ashley	School Counselor (068)	Stafford High School / School Guidance Counselor	Mary Ellen Glover	\$43,819 (6 <sup>th</sup> Year, Step 1)	8/25/10
Preston, Amber	Social Studies (026)	Stafford High School / Social Studies Teacher	New	\$46,825 (BA, Step 6)	8/25/10

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

### **Item XI. Student Matters**

There were no Student Matters.

### **Item XII. Adjournment**

Mrs. Fowler made a motion, seconded by Mrs. Finch, to adjourn. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The meeting adjourned at 8:18 p.m.

**Respectfully submitted,**

**Christine C. Marinelli, Recording Secretary**

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**Mark Fontanella, Chairperson**

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**Sandra Fowler, Secretary**