

Board of Education Regular Meeting
Monday, June 6, 2011 7:00 PM Eastern

Stafford Elementary School
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 Minutes- 5/23/11
- III. Treasurer's Report
- IV. Correspondence
 - IV.A. E-mail from Rep. Bacchiochi
- V. Board Reports
- VI. Superintendent Reports
 - VI.A. Winter and Spring Sports Presentations
 - VI.B. Unified Sports Presentation
 - VI.C. Music Department Presentation
 - VI.D. Head Start Report through May 2011
- VII. Public Forum
- VIII. Old Business
- IX. New Business
 - IX.A. Review and Possible Approval of Calculus Textbook Proposal
 - IX.B. Review and Possible Approval of Algebra II Textbook Proposal
- X. Personnel Matters
 - X.A. Resignation- Certified Staff Member
 - X.B. Interview Candidate for the Position of IT / Network Coordinator
(Executive Session Anticipated)
- XI. Student Matters

**Regular Meeting
Stafford Board of Education
Stafford Middle School
May 23, 2011**

Board Members Present: Mr. Mark Fontanella, Chairperson
Mrs. Sandy Fowler, Secretary
Mrs. Lisa Bradway
Mrs. Lisa Finch
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
Mrs. Meg Devlin, Business Manager (arrived at 8:15 p.m.)
Dr. Marcia Elliott, Principal, West Stafford School
Mrs. Mary Folker, Food Service Coordinator
Mr. Francis Kennedy, Principal, Stafford High School
Mrs. Susan Linder, Director of Building Services
Miss Vivian Ojeda, Student Representative
Ms. Sheri Pasini, Teacher, Stafford High School
Mr. Marco Pelliccia, Assistant Principal, Stafford Middle School
Mr. Hank Skala, Principal, Stafford Elementary School
Mrs. Amy Stevenson, Director of Pupil Services

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 7:09 p.m. A quorum was established.

Item II. Secretary's Report- Approval of Minutes

Regular Meeting, May 9, 2011

A consensus of the Board approved the Secretary's Report for the regular meeting held on May 9, 2011, as presented.

Item III. Treasurer's Report

Bills- 5/11/11, \$13,587.02
Grants- 5/11/11, \$4,599.32

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

Item IV. Correspondence

Mr. Fontanella read an e-mail from Dr. Elliott regarding two students that won awards in the CHET Dream Big Competition.

Mr. Fontanella read an e-mail from Mr. Brett Duchon, music teacher at Stafford Middle School, regarding the success of his students in the Stage and Select Choir trip / competition in Pennsylvania.

Mr. Fontanella read a letter that Senator Guglielmo wrote in response to a letter that Dr. Fishman wrote to him regarding the Governor's "Plan B".

Item V. Board Reports

A. Report from Student Representative

Miss Ojeda provided the Board with a hard copy of her report. Miss Ojeda highlighted areas of the report for the Board.

Ms. Morhardt reported that she attended the Anti-Defamation League's Let's Get Real Program at Stafford Middle School. She said that the program was very good and age appropriate. Ms. Morhardt also reported that she visited classrooms at Staffordville School.

Mrs. Rummel asked if another Board member would be available to take over or share her position on the EASTCONN Board. The EASTCONN Board meets on Tuesday afternoons, from 4 – 5 p.m.

Item VI. Superintendent's Reports

A. Teacher of the Year 2012

Dr. Fishman introduced Mr. Michael Bednarz, Director of Curriculum and Instruction, who is the facilitator of the Stafford Teacher of the Year program.

Mr. Bednarz explained the selection process for the Teacher of the Year to the Board. He introduced the 2012 Teacher of the Year, Mr. Edward Kobelski, who teaches at Stafford High School. He stated that among the many things that impressed the Teacher of the Year committee about Mr. Kobelski were the following:

- ❖ The myriad of examples of making math exciting and connected to the real world.
- ❖ A commitment to and enthusiasm for improving his professional practice.
- ❖ Successes as a department head at Stafford High School.
- ❖ Impressive results with students taking AP Calculus- last year, all 9 students passed the exam and 7 students earned the highest score possible.

Mr. Fontanella presented Mr. Kobelski with a clock.

B. Non-Certified Staff Member of the Year 2010 - 2011

The Non-Certified Staff Member of the Year award began ten years ago when representatives from all non-certified / non-affiliated classifications met with Dr. Fishman to design an appreciation program. The committee established the following criteria for determining eligibility for the award:

- ❖ Good work habits and attendance;
- ❖ Good interpersonal skills and positive attitude;
- ❖ Dedication to the Stafford Public Schools by providing service above and beyond what the regular job requires; and
- ❖ Minimum three (3) years employment in the Stafford Public Schools.

Dr. Fishman announced that Mrs. Karen Kelly, paraprofessional at West Stafford School, was chosen as the 2010 - 2011 Non-Certified Staff Member of the Year, and noted specific examples of how Mrs. Kelly has gone above and beyond her normal job duties.

Mrs. Kelly was presented with an award by Mr. Fontanella.

C. Recognition of Stafford Public Schools' Retiring Staff Members

Dr. Fishman introduced each retiring staff member and spoke about each staff member's career in Stafford. The retiring staff members are as follows:

- ❖ Jean Bartlett
- ❖ Holly Coppinger
- ❖ Marcia Elliott
- ❖ Maureen Festi
- ❖ Therese Fishman
- ❖ John Gracey
- ❖ Colleen Heuitson
- ❖ Gail Tishler

Mr. Fontanella presented Dr. Elliott, Ms. Festi, Dr. Fishman, Mr. Gracey, Ms. Heuitson and Mrs. Tishler with a bell commemorating their years of service to the district. Mr. Fontanella presented a gift certificate to Mrs. Bartlett. Ms. Coppinger was unable to attend the meeting. Mr. Fontanella thanked the retirees for their service and for spending their careers in Stafford.

D. Presentation of CABE Student Leadership Awards

Dr. Fishman explained that each year the Connecticut Association of Boards of Education (CABE) Student Leadership Awards Program honors Connecticut high school students who exhibit qualities of willingness to take on challenges, the ability to understand issues clearly, and the ability to work with and lead others. She noted that this year, middle school students were allowed to participate.

Dr. Fishman stated that due to scheduling conflicts, none of the CABE Award recipients were able to attend the Board meeting. She said that the awards would be presented at award ceremonies in the individual schools.

E. Recognition of Student Representative to the Board of Education

Dr. Fishman and Mr. Fontanella spoke of the commitment of Miss Vivian Ojeda, a junior at Stafford High School, who has served as the Student Representative to the Board of Education for the 2010 – 2011 school year.

Mr. Fontanella presented Miss Ojeda with a card and gift certificate.

The Board took a brief recess at 7:44 p.m. for refreshments. The meeting was reconvened at 8:10 p.m.

F. Wellness Committee Update

Dr. Fishman reported that the members of the Wellness Committee met on April 12, 2011, to review the Board of Education's Wellness Policy, as required by State law. She reviewed for the Board who the members of the committee are. She also reviewed the committee's recommendations to improve implementation of the policy.

There were no questions from the Board.

G. Update on Food Service Program Review

Dr. Fishman reported that the Stafford Food Service program was selected for a Connecticut State Department of Education review to evaluate compliance with state and federal regulations governing the National School Lunch program. She said that Jackie Schipke from the State Department of Education spent the day on April 13, 2011, conducting the site visit.

Dr. Fishman stated that the program's review went very well, with all reviewed areas meeting compliance with State and Federal regulations. She said that the district's program is one of only a few food service programs in the State to achieve a perfect score on meeting all State and Federal regulations.

Mrs. Linder was present to answer questions. Dr. Fishman recognized Mrs. Linder, and Mrs. Mary Folker, Food Service Coordinator.

H. Cafeteria Profit and Loss Statement for April 2011

Dr. Fishman presented the cafeteria profit and loss report through April 2011, as prepared by Mrs. Mary Folker, Food Service Coordinator, and reviewed by Mrs. Susan Linder, Director of Building Services, and Mrs. Meg Devlin, Business Manager. She said that it shows that to-date we have a loss of \$9,756, and that this is the first time in eleven years that this program is running in the red. Dr. Fishman said that although the second payment for Healthy Food Certification participation of \$3,600 and the special events PASS program invoice of \$3,025 will be credited in May, that still will not cover about \$3,000 of debt that we are carrying forward. She said that there is a Food Services Account that is carried from year-to-year that we can use to cover this shortfall in the present year.

Dr. Fishman said that next year, the program will need to address this issue by increasing meal prices. The meals per labor hour costs have risen significantly due to many of our full time employees now taking family benefits in medical insurance. Meal prices will have to go up by ten cents for 2011-2012. At the same time, Dr. Fishman said that the district will have to determine if the meals per labor hour issue can be addressed substantively, since by contract with CSEA, all part-time employees should be laid off before full-time employees.

Item VII. Public Forum

There were no questions or comments from the public.

Item VIII. Old Business

There was no Old Business.

Item IX. New Business

A. Review and Approval of Cuts to the 2011 – 2012 Board of Education Budget as Mandated by the Board of Finance

Dr. Fishman said that it was very disconcerting that so many people spoke about not wanting to cut programs from the school's budget, but then there was a very poor turnout at the polls. She said that the Board of Finance mandated that the district cut the school budget to zero, with a cut of \$46,000.

Mr. Fontanella opened the floor for public comment.

After discussion and several questions from Board members regarding the sports programs and the number of students that they serve, Mr. Szymanski made a motion, seconded by Ms. Morhardt, that the Board of Education vote to eliminate the accounts payable bookkeeping position at the Pinney Administration Building and the remaining cut of \$4,758 to be determined by the Superintendent. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

B. Approval of DCS Energy PV Systems

Dr. Fishman reported that at the Board of Education meeting on October 25, 2010, Board members had approved a lease plan for a solar array on the pitched roof of Staffordville School. The lease plan was to be with DCS Energy, which would install a photovoltaic solar array system through a grant program funded by Green Jobs, CT Clean Energy, and venture capital at no cost. This lease plan had been brought to the attention of the Town and the Board of Education by Stafford's Energy Committee, chaired by Mr. Gary Fisher. Mrs. Meg Devlin, Business Manager, is currently a member of this committee. Shortly after the Board's approval of the lease plan for a solar array on the pitched roof of Staffordville School, DCS Energy stated it would not honor our request, due to the age of the pitched portion of Staffordville School's roof.

Dr. Fishman said that at the Board of Education meeting on February 28, 2011, Board members reviewed information from Stafford's Energy Committee that the committee was resubmitting requests for solar arrays for all municipal buildings and all our schools to DCS Energy, because DCS had recently changed its criteria for a building's acceptance to allow for buildings with flat roofs. At that same Board meeting, the Board of Education approved a renewed application to DCS Energy for solar arrays for all of our schools.

At this time, the district has received notification from DCS Energy that they have inspected all of our school buildings and are willing to extend a lease plan for the following schools: Stafford

High School, Stafford Middle School, Stafford Elementary School, and West Stafford School. Stafford High School would have two array systems installed: one for the school building and one for outdoor lights. Additionally, Mr. Dennis C. Milanovich, PE, Town Engineer, was asked by the district to inspect our school roofs to ensure that they were structurally safe for the placement of the PV arrays and to ensure these arrays would be placed appropriately on each building. Mr. Milanovich has ensured us that the roofs are structurally safe and that he will ensure that the arrays will be placed appropriately on each building.

Dr. Fishman stated that DCS Energy is now looking to the Board of Education to sign lease agreements for each of the above mentioned schools. DCS Energy will provide a working PV system on the roofs of each of the school sites mentioned above (two on Stafford High School) within six months of receipt of a signed lease agreement. DCS will also be responsible for the system and its maintenance for five years. After five years, the system will be donated to the schools or will be removed by DCS Energy at the Board's request.

Mrs. Finch made a motion, seconded by Mrs. Rummel, that the Board of Education approve the contracts with DCS Energy for the installation and maintenance of solar arrays on the roofs of Stafford High School (2), Stafford Middle School, Stafford Elementary School, and West Stafford School. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

Mrs. Finch made a motion, seconded by Mrs. Rummel, that the Board of Education approve Mr. Mark Fontanella, Board Chairman, to sign these contracts on the Board's behalf. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

C. Review and Possible Approval of CSDE Healthy Food Certification Statement for July 1, 2011 through June 30, 2012

Mrs. Finch made a motion, seconded by Mrs. Rummel, that the Board of Education approve the Healthy Food Certification Statement for 2011-2012, which provisions are outlined in Section 10-215f of the Connecticut General Statutes. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

Mrs. Finch made a motion, seconded by Mrs. Rummel, that the Board of Education authorize Mr. Mark Fontanella, Chairman of the Board of Education, to sign the Healthy Food Certification Statement for 2011-2012 on behalf of the Stafford Board of Education. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

D. Appointment of Asbestos Designee

Mrs. Bradway made a motion, seconded by Ms. Morhardt, that the Board of Education appoint Dr. Mark Granville as Asbestos Designee for the Stafford School District for the 2011 – 2012 School year. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

E. Review and Possible Approval of Textbook Proposal for E-Commerce and Entrepreneurship Course at Stafford High School

Dr. Fishman stated that Mr. Bednarz, Director of Curriculum and Instruction, is presenting a recommendation for the adoption of a core textbook for the E-Commerce and Entrepreneurship course at Stafford High School. She said that the recommended text, *Entrepreneurship: Ideas in Action*, is from South-Western Cengage Learning, 2008, and that Ms. Joy Orlando and Mrs. Sheree Pasini, business education teachers, served on the textbook selection committee. Dr. Fishman introduced Mr. Bednarz and Mrs. Pasini.

Mr. Bednarz and Mrs. Pasini presented a brief overview of this textbook, as well as the new course in E-Commerce and Entrepreneurship that we are offering at Stafford High School. Mrs. Pasini also told Board members about the company that the students started this school year.

Mrs. Bradway made a motion, seconded by Ms. Morhardt, that the Board of Education adopt *Entrepreneurship: Ideas in Action* (2008) as the core textbook for the E-Commerce and Entrepreneurship course at Stafford High School. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

Mrs. Fowler made a motion, seconded by Ms. Morhardt, to place Item X.A. **Discussion of CSEA Grievance (Executive Session Anticipated)** and X.B. **Update on Superintendent of Schools Search Process (Executive Session Anticipated)** into executive session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

The Board took a brief recess at 9:28 p.m.

Ms. Morhardt made a motion, seconded by Mrs. Rummel, to enter executive session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The Board invited Dr. Fishman and Attorney Janus to executive session. The Board entered executive session at 10:05 p.m.

Attorney Janus left the meeting at 10:13 p.m.

Mrs. Finch made a motion, seconded by Mrs. Bradway, to return to regular session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The Board returned to regular session at 10:32 p.m.

Item X. Personnel Matters

A. Discussion of CSEA Grievance (Executive Session Anticipated)

No action was taken on this item.

B. Update on Superintendent of Schools Search Process (Executive Session Anticipated)

No action was taken on this item.

Item XI. Student Matters

There were no Student Matters.

Item XII. Adjournment

Ms. Morhardt made a motion, seconded by Mrs. Rummel, to adjourn. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The meeting adjourned at 10:33 p.m.

Respectfully submitted,

Christine C. Marinelli, Recording Secretary

Mark Fontanella, Chairperson

Sandra Fowler, Secretary