

Board of Education Regular Meeting  
Monday, September 12, 2011 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, 8/22/11
- III. Treasurer's Report
- IV. Correspondence
  - IV.A. Letter from Sgt. Prochaska
- V. Board Reports
- VI. Superintendent Reports
  - VI.A. Connecticut Mastery Test Results (20 mins.)
  - VI.B. CABE Board Recognition Award Application (10 mins.)
  - VI.C. Head Start Report through August 31, 2011 (5 mins.)
- VII. Public Forum
- VIII. Old Business
- IX. New Business
  - IX.A. Review and Possible Approval of Service Agreement between Stafford Public Schools and the Stafford Ambulance Association for Medical Coverage at Athletic Events (5 mins.)
  - IX.B. Review and Possible Approval of Service Agreement between the Stafford Public Schools and Athletic Trainer Solutions LLC for Athletic Trainer Coverage (5 mins.)
  - IX.C. Review and Possible Approval of New Chemistry Textbooks (10 mins.)
- X. Personnel Matters
  - X.A. Appointments- Certified Staff Members (5 mins.)
- XI. Student Matters

**Regular Meeting  
Stafford Board of Education  
Pinney Administration Building  
August 22, 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. Patricia A. Collin, Superintendent of Schools  
Mrs. Meg Devlin, Business Manager  
Mr. Brett Duchon, Teacher, Stafford Middle School  
Ms. Peggy Falchetta, Teacher and Summer School Coordinator  
Mrs. Amy Stevenson, Director of Pupil Services

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

The meeting was called to order at 7:10 p.m. A quorum was established.

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

Special Meeting, August 1, 2011

A consensus of the Board approved the Secretary's Report for the special meeting held on August 1, 2011, as presented.

**Item III. Treasurer's Report**

Bills- 7/12/11, \$753,971.71  
Bills- 7/27/11, \$339,161.52 (Encumbered)  
Bills- 7/27/11, \$986,317.96  
Grants- 7/27/11, \$1,504.60  
Bills- 8/3/11, \$69,956.07  
Grants- 8/3/11, \$767.66  
Bills- 8/17/11, \$4,121.07 (Encumbered)  
Bills- 8/17/11, \$149,736.21  
Grants- 8/17/11, \$2,046.22

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

**Item IV. Correspondence**

Mr. Fontanella read a letter from Senator Guglielmo regarding cuts to the ECS funding for the school district.

## **Item V. Board Reports**

There were no Board Reports.

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

### **A. Summer School Report**

Dr. Collin introduced Ms. Peggy Falcetta, Summer School Coordinator for the district. Dr. Collin acknowledged Ms. Falcetta for coordinating the summer school program, for functioning independently and for professionally managing situations as they arose.

Ms. Falcetta thanked the Board for their support of the summer school program. She and Mrs. Stevenson, Director of Pupil Services, provided an overview of the 2011 summer school program, which was very successful.

Mrs. Fowler had a question regarding the impact of the \$10,000 budget cut on the program. Ms. Falcetta stated that the increased fee at the high school helped to lessen the impact. She said that one bus route was eliminated, resulting in longer routes.

Mrs. Fowler asked for information regarding the number of students that were eligible for summer school that didn't participate because of cost. She also requested information regarding the number of students that didn't pass English during the school year and didn't attend summer school.

### **B. Financial Report through June 30, 2011**

Dr. Collin introduced Mrs. Devlin, Business Manager.

Mrs. Devlin stated that all funds have been expended or encumbered through June 30, 2011. She noted that the district did not use all of the Excess Cost funds and that due to the budget freeze and the cooperation of administration and staff, the district finished the year in the black.

There were no questions from the Board.

## **Item VII. Public Forum**

There were no questions or comments.

## **Item VIII. Old Business**

There was no Old Business.

## **Item IX. New Business**

### **A. Final Transfers for the 2010 – 2011 Budget**

Ms. Morhardt made a motion, seconded by Mrs. Bradway, that the Board of Education approve final transfers, as follows:

- \$274,114 from the 100 code to the 400 code
- \$30,575 from the 100 code to the 500 code
- \$32,162 from the 100 code to the 600 code
- \$135,074 from the 200 code to the 600 code
- \$74,431 from the 300 code to the 600 code
- \$15,511 from the 700 code to the 600 code
- \$3,687 from the 800 code to the 600 code

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

**B. Selection of Board of Education Members to Serve on the Negotiation Team for the Stafford Administrators' Contract**

Mr. Fontanella, Ms. Morhardt, and Mrs. Rummel volunteered to serve on the negotiation team for the administrators' contract.

**C. Review and Possible Approval of a Proposal for a Middle School Trip to Washington, DC and Doswell, VA, from May 16, 2012 – May 20, 2012**

Mr. Brett Duchon, middle school music teacher, was present at the Board meeting to answer questions regarding the middle school trip proposal. Mr. Duchon stated that this trip is very similar to the trip the students took last year and that proof of insurance coverage for the bus transportation would be secured prior to departure.

Mrs. Bradway made a motion, seconded by Mrs. Rummel, that the Board of Education approve a middle school chorus / choir trip to Washington, DC and Doswell, VA, from May 16, 2012 – May 20, 2012, as presented. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

**D. Review and Possible Approval of a Middle School Fundraising Proposal**

Mrs. Fowler stated that she has concerns about selling \$5,000 worth of cookie dough to Stafford families as a fundraiser for the middle school trip. She said that she understands that while selling fruit snacks as a healthy alternative to the cookie dough meets the policy requirements, she felt that it did not fit the spirit of the Wellness Policy.

Mr. Szymanski stated that if the fundraiser meets the policy requirements, then the Board should approve it and then strengthen the policy, if Board members have issues with it. Mrs. Fowler stated that she would like to review the policy.

Mrs. Rummel made a motion, seconded by Ms. Morhardt, that the Board of Education approve the Stafford Middle School band and chorus fundraiser for cookie dough and healthy fruit snacks, as presented, to defray the cost of music department field trips for 2011 – 2012. Mrs. Bradway, Mrs. Finch, Mrs. Rummel and Mr. Szymanski voted for the motion. Mrs. Fowler voted against the motion. Ms. Morhardt abstained. The motion carried by majority vote.

**E. Approval of Change to Authorized Signers for the Child Nutrition Program**

Mrs. Bradway made a motion, seconded by Mrs. Rummel, that the Board of Education approve the Superintendent of Schools, Dr. Patricia A. Collin, as the designated representative authorized to sign the Agreement for Child Nutrition Programs and to sign claims for reimbursement, and affirm Board approval (8/22/08) allowing the Business Manager, Mrs. Meg Devlin, to continue to sign the claims for reimbursement in the absence or incapacity of the Superintendent of Schools. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

Mrs. Bradway made a motion, seconded by Mrs. Rummel, that the Board of Education certify that this action has been taken by authorizing Mrs. Sandy Fowler, Secretary of the Board of Education, to sign the Authorized Signatures Change Form. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

**F. Review and Possible Approval of Revised / New Board Policies 3542.31- Free or Reduced Priced Lunches, 3542.43- Food Service Charging Policy, Regulation and Forms, 6142.321(a)-(b)- Technology and Instruction / Acceptable Use of the Internet and Forms 1-3, 6141.325- Use of Web 2.0 Tools, and 6141.326- Internet / Computer Network Use, Online Social Networking**

Mrs. Finch made a motion, seconded by Mrs. Fowler, that the Board of Education approve Board Policies 3542.31- Free or Reduced Priced Lunches, 3542.43- Food Service Charging Policy, Regulation and Forms, 6142.321(a)-(b)- Technology and Instruction / Acceptable Use of the Internet and Forms 1-3, 6141.325- Use of Web 2.0 Tools, and 6141.326- Internet / Computer Network Use, Online Social Networking, as presented. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

Mrs. Bradway made a motion, seconded by Ms. Morhardt, to place items X.B.- Appointments-Certified Staff Members, X.D.- Interview Candidate for the Position of Interim Assistant Principal at Stafford Middle School (Executive Session Anticipated), and XI.A.- Consideration of Superintendent's Recommendation for Early Readmission from Expulsion of Student A (10-11) to Stafford High School (Executive Session Anticipated). Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

**Item X. Personnel Matters**

**A. Resignation- Certified Staff Member**

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

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Pamela A. Mele	Special Education Teacher	Stafford Middle School	8/1/11	To accept a position in another district.

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

**C. Approval of Certified Staff Leave of Absence**

Mrs. Finch made a motion, seconded by Ms. Morhardt, that the Board of Education approve the request for a leave of absence from the following staff member:

NAME	INITIAL EMPLOYMENT DATE	SCHOOL	EFFECTIVE DATE	ENDING DATE OF LEAVE
Michelle Farr	4/27/98	Stafford Middle School	9/16/11	1/2/12

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 7:57 p.m.

The meeting was called to order at 8:09 p.m.

**Item XI- Student Matters**

**A. Consideration of Superintendent's Recommendation for Early Readmission from Expulsion of Student A (10-11) to Stafford High School (Executive Session Anticipated)**

Mrs. Finch made a motion, seconded by Mrs. Rummel, to enter executive session to discuss a student matter. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The Board entered executive session at 8:10 p.m. Dr. Collin, Student A's mother, Student A, Mrs. Stevenson and Mrs. Marinelli were invited to attend.

At approximately 8:18 p.m., all invited guests left the board room so that the Board could deliberate.

At approximately 8:23 p.m., all invited guests returned to the board room.

Mrs. Finch made a motion, seconded by Ms. Morhardt, 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 8:24 p.m.

Mrs. Rummel made a motion, seconded by Mrs. Finch, that the Board approve the early readmittance of Student A, effective August 31, 2011. Student A will be on probationary status for the duration of the original expulsion period and must abide by the Board's policies and disciplinary guidelines. If Student A violates these conditions of probation, then the full period

of the original expulsion shall be automatically reinstated. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

Mrs. Bradway made a motion, seconded by Mrs. Finch, to enter executive session to discuss personnel matters. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The Board entered executive session at 8:30 p.m. Dr. Collin was invited to attend.

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 8:41 p.m.

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

Mrs. Finch 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
Holly A. Dauber	Special Education, K-12 (165); History and Social Studies. 7-12 (026)	Stafford Middle School / Special Education Teacher	Pamela Mele	\$48,075 (6 <sup>th</sup> Year, Step 3)	8/25/11
Linda J. Davenport	English, 7-12 (015)	Alternative Program Teacher	New	\$31,242 (BA, Step 1, .80 FTE)	8/25/11
Rachel E. Moore	Elementary, K-6 (013); Special Education, K-12 (165)	West Stafford School / Special Education Teacher (.50 FTE- 1 Year Leave Replacement)	K. Cohen (Transferred to SV to cover one-year LOA)	\$19,526 (BA, Step 1, .50 FTE)	8/25/11
Rebecca R. Schwartz	Biology, 7-12 (030); General Science, 7-12 (034)	Stafford Middle School / Science	Steve Budaj (transferred)	\$43,395 (MA, Step 2)	8/25/11

Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel and Mr. Szymanski voted for the motion. Ms. Morhardt abstained. The motion carried by majority vote.

**D. Interview Candidate for the Position of Interim Assistant Principal at Stafford Middle School (Executive Session Anticipated)**

Mrs. Finch made a motion, seconded by Mrs. Rummel to enter executive session to interview a candidate for the position of interim assistant principal at Stafford Middle School. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The Board entered executive session at 8:45 p.m.

Mrs. Finch made a motion, seconded by Ms. Morhardt, 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 9:20 p.m.

Mrs. Finch made a motion, seconded by Ms. Morhardt, that the Board accept the Superintendent's recommendation to appoint Mr. Gregory Buonome as the interim assistant principal at Stafford Middle School, at a salary of \$106,502 (Step 1, pro-rated). Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt and Mrs. Rummel voted for the motion. Mr. Szymanski abstained. The motion carried by majority vote.

**Item XII. Adjournment**

Mrs. Rummel made a motion, seconded by Mrs. Bradway, 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 9:30 p.m.

**Respectfully submitted,**

**Christine C. Marinelli, Recording Secretary**

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**Mark Fontanella, Chairperson**

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**Sandra Fowler, Secretary**