

Board of Education Regular Meeting  
Monday, June 4, 2012 7:00 PM Eastern

Stafford Elementary School  
16 Levinthal Run  
Stafford Springs, CT 06076

I.	Call to Order- Establishment of Quorum
II.	Pledge of Allegiance
III.	Secretary's Report- Approval of Minutes
III.A.	Regular Meeting, 5/21/12
IV.	Treasurer's Report
IV.A.	Bills, 05/23/12- \$136,248.60
IV.B.	Grants, 05/23/12- \$3,162.66
V.	Correspondence
VI.	Board Reports
VI.A.	Student Representative's Report
VI.B.	Budget Committee
VI.C.	Curriculum Committee
VI.D.	Policy Committee
VI.E.	Negotiation Committee
VII.	Superintendent Reports
VII.A.	Presentation by the Stafford Energy Advisory Committee (SEAC): SMS Solar Thermal System (Hot Water Generation) Project
VII.B.	High School Music Department Presentation
VII.C.	Head Start Report through May 2012
VII.D.	Cafeteria Profit and Loss Report through April 2012
VIII.	Public Forum
IX.	Old Business
X.	New Business
X.A.	Review and Possible Approval of Proposal for Middle School Mathematics Textbooks
X.B.	Review and Approval of New and Revised Board Policies and Regulations
X.C.	Grant Assurance Requirement
X.D.	Increase in School Lunch Pricing
XI.	Personnel Matters
XI.A.	Appointment- Administrative Staff Member
XI.B.	Rescission of Certified Staff Non-Renewals (Executive Session Anticipated)
XII.	Student Matters
XII.A.	Consideration of the Superintendent of Schools' Recommendation for Early Readmission of Student F to Stafford High School (Executive Session Anticipated)

**Regular Meeting  
Stafford Board of Education  
Stafford Elementary School  
May 21, 2012**

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

**Absent:** Mr. Stephen Szymanski

**Also Present:** Dr. Patricia A. Collin, Superintendent of Schools  
Mr. Michael Bednarz, Director of Curriculum and Instruction  
Mrs. Sandi Bidwell, Reading Teacher, Staffordville School  
Mr. Evan Cummins, Student Representative  
Mrs. Meg Devlin, Business Manager  
Ms. Laura Hayes, School Psychologist, Stafford High School  
Mrs. Elaine Melnick, Paraprofessional, Staffordville School  
Ms. Shelley Michaud, Principal, West Stafford School  
Mr. Marco Pelliccia, Principal, Stafford High School  
Ms. Lynn Reedy, Technology Integration Specialist  
Dr. Maureen Ryan, Principal, Staffordville School  
Mrs. Amy Stevenson, Director of Pupil Services  
Mr. Kenneth Valentine, Principal, Stafford Middle School

**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. Pledge of Allegiance**

Miss Vanessa Knowlton, Miss Gabby Hubbard and Mr. Sean Kodzis led the Board in the Pledge of Allegiance.

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

Regular Meeting, May 7, 2012  
Special Meeting, May 17, 2012

A consensus of the Board approved the Secretary's Report for the regular meeting held on May 7, 2012, and the special meeting held on May 17, 2012, as presented.

**Item IV. Treasurer's Report**

Bills, 5/9/12- \$329,233.78  
Grants, 5/9/12- \$12,578.32

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

## **Item V. Correspondence**

Mrs. Fowler stated that she received a thank you letter from Ms. Lori Paolini who was appointed to a full-time position next year. Ms. Paolini extended her appreciation to the full Board.

## **Item VI. Board Reports**

### **A. Report from Student Representative**

Mr. Cummins reported on the following topics:

- Prom
- Juniors and Seniors watched a video regarding drinking and driving and being safe during prom season
- Music Department Update

Dr. Collin informed the Board about an article that appeared in the JI regarding the traverse wall at the middle school. She also informed the Board about the Reminder articles regarding *South Pacific* and the SHS baseball team, which is dominating the division.

Dr. Collin reviewed an email that Mr. Duchon sent regarding the middle school music trip to Washington D.C., which was very successful.

Mr. Shearer reported via email that he was able to register about a dozen high school students for voting, and that several other students had already registered on their own.

Dr. Collin shared information with the Board regarding the Mimio Science lessons pilot program that Ms. Reedy sent via email.

### **B. Budget Committee**

The Budget Committee members are Mr. Szymanski, Mrs. Fowler, and Ms. Morhardt. Mrs. Fowler stated that the Budget Committee determined that it would be best to wait to meet until after the referendum on May 23, if necessary.

### **C. Curriculum Committee**

The Curriculum Committee members are Mrs. Rummel, Mrs. Walsh and Ms. Shegogue. Mrs. Rummel reported that there is a meeting scheduled on Wednesday morning, 5/23/12. Mrs. Fowler also noted that the Board would be considering the Technology Plan on tonight's agenda.

### **D. Policy Committee**

The Policy Committee members are Mrs. Fowler, Chairperson, Mrs. Finch, Ms. Morhardt and Mrs. Rummel (alternate). Mrs. Fowler noted that there are two policies to consider later on the agenda and that the next BPC meeting would be held on Thursday, 5/24/12.

### **E. Negotiation Committee**

The Negotiation Committee members are Mrs. Rummel, Ms. Morhardt and Mrs. Walsh. There was no update at this time.

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

### **A. Teacher of the Year 2013**

Dr. Collin announced that Stafford's Teacher of the Year for 2013 is Mrs. Eileen Laramie. A graduate of SUNY-Potsdam and Eastern Connecticut State University with her bachelor's degree in Mathematics and master's degree in Secondary Education, respectively, Eileen has served as a Teacher of Mathematics for nearly seven years at Stafford High School. She has also served as a BEST and TEAM mentor, Co-Team Leader for the Freshmen House, 2012 Senior Class Advisor, and chairperson of the Assessment Committee for the NEAS&C accreditation process. Ms. Laramie is highly respected by her colleagues, who have noted she regularly "provides extra support and time to tutor and help students," demonstrates a "willingness to share her expertise about effective teaching strategies and technology skills," and exhibits a "tireless commitment to and enthusiasm for improving her professional practice."

Mr. Michael Bednarz, facilitator of the Stafford Teacher of the Year program, gave an overview of the selection process, and introduced Mrs. Laramie.

Mrs. Laramie was presented with a gift from the Board of Education.

### **B. Paraprofessional of the Year 2013**

Dr. Collin stated that new this year, the Connecticut State Department of Education (CSDE) and the School Paraprofessional Advisory Council established the Connecticut Paraprofessional of the Year Program. The purpose of this program is the following: *to recognize the important role of the paraprofessional in supporting student achievement*. Through this program, each school district is allowed to nominate one paraprofessional for this award, *who has demonstrated exceptional skill and dedication in the performance of his/her job, thereby earning the respect and admiration of students, teachers, administrators, coworkers and parents*.

Dr. Collin announced that Stafford's 2013 Paraprofessional of the Year is Ms. Valerie Blythe, who has served at Stafford Middle School for 7 ½ years. In addition to assuming responsibility for supporting instruction, Ms. Blythe takes on additional initiatives at SMS, volunteers to attend extra-curricular and evening activities, and demonstrates leadership in education. She is highly regarded by all and has a unique ability to mobilize staff, students, and parents to work together to achieve the school's goals.

Similar to the CSDE Teacher of the Year program, the nominee must meet specific criteria. Outlined in a letter to staff, parents, and community members was an overview of the process, a copy of which was provided in the Board packet for the Board's convenience. As the district Paraprofessional of the Year for 2013, an invitation will be extended to Ms. Blythe to participate in next year's Paraprofessional of the Year Selection.

Ms. Valerie Blyth was presented with a gift from the Board of Education.

### **C. Recognition of Stafford Public Schools' Retiring Staff Members**

Dr. Collin announced that the following staff members would be retiring:

**Sandra Bogan-** A graduate from Barrington College in Rhode Island with a degree in Education, Sandra first began her career in Eastford, Connecticut through 1968 in a grade 6 through 8 departmental situation, teaching English, Reading, Music and Physical Education. She served as a substitute in Eastford, Willington and Stafford through 1983 at which time she began working as a Special Education Aide at Stafford High School

and served as recording secretary for Planning and Placement Team meetings for several years. Sandra also tutored several homebound students with special needs and worked part time in an extended day program, for students from kindergarten through high school, run by the Newington Children's Hospital at Witt Intermediate School. She pursued her Master's degree in Education from UConn, and ultimately obtained a special education endorsement after which time she began her career as a special education teacher in the day treatment program at the Witt School in 1995 and later requested a transfer to the Special Education Resource Room at the middle school, where she has taught since. We thank Mrs. Sandra Bogan for her service to Stafford Public Schools. Mrs. Bogan was not available to attend the meeting.

**Jean Chenard-** Jean began her career in Stafford as a substitute paraprofessional in September 1997. During the course of her tenure she has served as summer school program secretary & paraprofessional, as a full-time paraprofessional providing instructional support to students in the classroom and as a job coach for students who participate in our community-based transition program. We thank Ms. Jean Chenard for her service to Stafford Public Schools. Ms. Chenard was presented with a certificate and a gift from the Board of Education.

**Jennifer Cleaver-** Jennifer began her career in Stafford as a paraprofessional in a self-contained program at Witt Middle School in August 1991. In 2004-2005 she was transferred to the high school where she continued to serve as a special education paraprofessional and then as a job coach for students who participate in our community-based transition program, when the program was initially implemented in the fall of 2009. We thank Mrs. Jennifer Cleaver for her service to Stafford Public Schools. Ms. Cleaver was not available to attend the meeting.

**Louis Harris-** Honorably discharged from the United States Marine Corp in September 1966, after receiving the medals for Good Conduct, Vietnam Service and National Defense Service, Lou worked for Pratt & Whitney Aircraft as a machinist prior to beginning his career for Stafford Public Schools as a substitute custodian at the Board Office as well as a substitute office mail person before he was offered the position of full-time mail/custodian in October 2000. By February 2001, he was recommended for the position of head custodian at the middle school, a role that he assumed in April of that year. He was ultimately transferred as head custodian to Stafford High School in July 2007, the position he currently assumes. Lou's records indicate he was at one time involved in the Stafford Little League and Midget Basketball programs. We thank Mr. Lou Harris for his service not only to the Stafford Public Schools but also to our country. Mr. Harris was not available to attend the meeting.

**Louise Kennedy-** Prior to beginning her tenure with Stafford Public Schools in September 1979 as in-school suspension aide at the middle school, Louise worked at Stafford Nursery School on Crown Street as a teacher aide for 2-1/2 years, the director of which described Louise as "a reliable good-spirited woman." She also donated her time and talents to the "Borough School Helping Mothers" for 6-7 years and worked with children in the Stafford Midget Basketball program. Also noteworthy, Louise has served as a paraprofessional supporting instruction in the resource room in grade eight for the past 16 years. We thank Mrs. Louise Kennedy for her service to Stafford Public Schools. Mrs. Kennedy was not available to attend the meeting.

**Janet Oloff-** Janet received her Bachelor's degree in Special Education from UConn and her Master's degree in Special Education from Assumption College, Worcester, Massachusetts. She served as a special education teacher in Rhode Island for four years and a special education teacher in Stafford for 31 years. Additionally, she has served as a tutor in our after school literacy program and on the Math Curriculum. We thank Ms. Janet Oloff for her service to Stafford Public Schools. Ms. Oloff was not available to attend the meeting.

**Elizabeth Page-** After earning a Bachelor's degree in Kindergarten-Primary education in June of 1972 from Trenton State College, New Jersey, Elizabeth began her teaching career in the fall as a first grade teacher in the

Day school at Trinity Episcopal Cathedral. Prior to receiving her master's degree in early childhood education from Eastern Connecticut State University in 1984, she served as a substitute teacher in Stafford from 1979 to 1982 and then officially as a kindergarten teacher at the Borough School in the fall of 1982. Elizabeth has also served as both a preschool and kindergarten teacher during several school years while at West Stafford School. Elizabeth has served on a variety of committees which include was Language Arts/Reading, Social Studies, Music Curricula and Math Textbook committees, the Curriculum Advisory Council, and the 1989 Connecticut Early Childhood Education Conference Planning and the Borough School Improvement Committees, and she has received numerous commendations. We thank Ms. Elizabeth Page for her service to Stafford Public Schools. Ms. Page was not available to attend the meeting.

**Patricia Post-** Pat began her tenure for Stafford Public Schools in January 1993 as a substitute paraprofessional and teacher at three Stafford elementary schools and Witt Intermediate School. Prior to serving in these capacities, she was a substitute teacher in Brooklyn, Connecticut. Pat began her career as a 15-hour per week library paraprofessional at Staffordville School in August 1993. In January 1997, her hours had been increased to 17.5 hours/week, and by September 1999, Pat was assigned to assume this role full time. In the interim, she has also served as Lexia Coordinator. This fact is interesting in that when Pat began her career at Staffordville, we had only 12 computers, with which she had to become skilled. Pat would arrive at school early in order to teach our young students how to log on to the computers in order to access our wonderful reading and mathematics programs, which, ultimately, resulted in set-ups for all grade levels. Comments from staff speak to her assistance in gathering library materials to support thematic units in the classroom, the extra hours she voluntarily committed to assisting teachers, in general, and the positive rapport she developed with students, faculty and other staff. Also noted was her energetic commitment to the major reorganization of the school library. Pat served as a Sunday school teacher and director and worked with the children's choir. In addition, in 1973 she served on the Stafford Public Nursing Board of Directors, assume the role of President from 1978-1985 and in 1979 helped to organize the Dr. David Hastings Well-Child Clinic, for which she assumed responsibility until 1986. We thank Mrs. Pat Post for her service to Stafford Public Schools. Mrs. Post was not available to attend the meeting.

**Claire Niederwerfer-** Claire served as a substitute in Willington and at Borough, Staffordville, West Stafford, Stafford and Stafford and Somers High Schools, and as a tutor for Stafford High School students. She earned her bachelor's degree in Elementary Education from Central Connecticut State University in 1976 and then officially began her teaching career as a kindergarten teacher in 1977 at the Borough School. Claire received her master's degree in Early Childhood from Eastern Connecticut State University just before the birth of her first child. While she "had a good time" as a grade one teacher during the 2005-2006 school year, she has always LOVED kindergarten, which she has taught at Staffordville and West Stafford Schools. Claire has also served the children during a number of our summer school programs and was involved with the National Association for the Education of Young Children (NAEYC) accreditation process, which she admits was "a biggie". Claire has served on a variety of committees which include the Language Arts/Reading, Writing, Physical Education, Math Curriculum Committee, in addition to the 1989 Connecticut Early Childhood Education Conference and Staffordville Principal Interviewing Committees in 1992.

She has worked under 11 principals and seven superintendents and has received numerous commendations during her tenure with our district. We thank Ms. Claire Niederwerfer for her service to Stafford Public Schools. Ms. Niederwerfer was presented with a golden bell.

**Nathan Woodruff-** Following his bachelor's degree with a major in English from Colby College, 1971, Nathan earned a Certificate in Secondary English from the University of Maine at Orono in 1973, and ultimately obtained a Master of Science degree with a major in school psychology from the University of Hartford in 1991. After completing a practicum in Simsbury in 1990 and his internship in Granby, he began his

career as a school psychologist at Clara T. O'Connell School, in Bristol, Connecticut, before being appointed by the Stafford Board of Education in December 1994, where he serviced children at both Stafford Middle and Staffordville Schools. During his tenure, Nate also worked at Stafford High School. Hoping only to make a difference in children's lives, Nate has offered recitations of the significant poems of Ogden Nash and of Edgar Allen Poe at school library events, hosted an afternoon chess activity, and with his own flute in hands, convened a group of student magicians, known as "Classical Jam". We thank Mr. Nathan Woodruff for his service to Stafford Public Schools. Mr. Woodruff was presented with a golden bell.

#### **D. Presentation of 2011 – 2012 CABA Student Leadership Awards**

Dr. Collin stated that each year, the CABA Student Leadership Award program honors Connecticut high school and middle school students who exhibit exemplary leadership skills based on the following criteria:

- Willingness to take on challenges
- Capability to make difficult decisions
- Concern for others
- Ability to work with others
- Willingness to commit to a project
- Diplomacy
- Ability to understand issues clearly
- Ability to honor a commitment

One male and one female student from each school is eligible.

She announced that the 2011-2012 recipients of this prestigious award from Stafford High School were Evan Cummins and Vanessa Knowlton, both eleventh grade students. The recipients from Stafford Middle School were Michael Bladek and Samantha Roy, both eighth grade students.

Dr. Collin introduced the four honorees. Each was presented with a certificate.

#### **E. Recognition of Student Representative to the Board of Education**

Dr. Collin introduced Evan Cummins, an eleventh grader at Stafford High School, who has served as Student Representative to the Board of Education for the 2011 – 2012 school year. She said that Evan has done an outstanding job updating Board members on student activities at Stafford High School and giving a student's viewpoint on issues. He also willingly offers input during Board of Education meetings and has served as an advocate for students.

Dr. Collin also said that not only is Evan a high performing student in terms of academics, but he is also involved in many extracurricular and co-curricular activities at Stafford High School. He is president of the junior class and serves as vice president of the Student Council. As a member of the service corps, Evan has participated in projects such as helping at the Stafford Historical Society and soup kitchen.

Evan is also a member of the Future Business Leaders of America, the Peer Mentoring Group and National Honor Society, through which he has assisted a first grade teacher, participated in several food & clothing drives, and assisted with the annual blood drive. He has also been an active member of Drama since his freshman year, both as a performer and stage crew. For the third consecutive year, Evan has been on the Cross Country and Indoor and Outdoor Track & Field Teams.

In terms of future career goals, Evan hopes to pursue his education at West Point, the summer program of which he has already been accepted.

Evan was presented with a gift certificate and a certificate commemorating his service to the Board.

**F. Unified Sports Presentation**

This item was moved up to the second item under Superintendent's Reports.

Dr. Collin informed the Board that Unified Sports is a program that combines students with (athletes) and without (partners) intellectual disabilities on the same sports teams for practices or training, and competitions, in the forms of scrimmages and games. The philosophy of the program is to expand sports opportunities for all participants and increase *inclusion in the community by helping to break down barriers that have historically kept people apart. . . . These opportunities often lead to improved sports skills, higher self-esteem, equal status with peers, and new friendships.*

She noted that Stafford Public Schools is fortunate to have a Unified Sports Team, which is under the direction of Mr. Damian Frassinelli, Director of Athletics and Recreation, and Ms. Laura Hayes, School Psychologist at Stafford High School. This year's team included a total of 26 students, with nearly a 2:1 ratio of partners to athletes. We were fortunate to participate in two scrimmages, Ellington and Woodstock Academy, the first of which was in Stafford and the second in Woodstock, and two tournament games, one in Glastonbury and the second at Tolland High School, which resulted in platinum and gold medals, respectively.

She reported that this year's Unified Sports Team was also the proud recipient of the 2011 Ann Malafrente Rookie School Award, which was presented to our coach(es), Mr. Damian Frassinelli and Ms. Laura Hayes, at this year's Michael's Cup Unified Sports Award Banquet at the Aqua Turf on April 24, 2012. The letter of notification indicated schools are awarded for, "demonstrating excellent participation and school wide enthusiasm." Director Louis Pear states, "Your school's team and coach have gone over and beyond to make this year very special for athletes, partners, parents, and school personnel. Your student body has also embraced your Unified Sports team and has helped to change attitudes and change lives." Additionally, John and Kelsey Heavener were recipients of the Student/Athlete Award.

As part of the opening ceremonies at tournaments, spectators recognize symbols of Special Olympics, which include a parade of all teams, sporting their banners, the lighting of the ceremonial torch, and a banner, which reads, "Let me WIN. But if I cannot win, let me be BRAVE in the attempt."

Dr. Collin then played a video of highlights from this year's Unified Sporting events, which was also presented at the Awards Ceremony in April.

Ms. Laura Hayes and a member of the Unified Sports Team made a brief presentation about the program. Dr. Collin thanked Ms. Hayes and Mr. Frassinelli for the time that they've dedicated to this program. Ms. Hayes said that it is a privilege to be a part of the program. She also said that the school participated in the Stop the R-Word Campaign and that all the students signed a banner.

Each Board member was presented with Unified Sports pin.

Ms. Morhardt stated that she attended a game this year and it was an amazing experience. She said that it was a very sincere effort and it would be well worth the time to attend.

## **G. Staffordville School Reading Program Awards**

This item was moved up to the first item under Superintendent's Reports.

Dr. Collin stated that Staffordville School, which currently services students in prekindergarten through grade one, is the proud recipient of two awards for literacy education. Both awards are the result of qualitative programs, which assist emerging readers in acquiring and maintaining application of reading strategies, enabling them to be successful lifelong learners.

The first award was presented on November 21, 2011, by the Connecticut Association of Schools (CAS) at its 18<sup>th</sup> Annual Recognition Banquet at the Aqua Turf in Southington. This award recognized the Reading Support Program at Staffordville School, which focuses on improving and supporting early literacy, a time when students are just beginning to read. Differentiated instruction is provided to students based on performance data and grade level benchmarks for achievement. Students with the greatest need are provided additional instruction in specific reading skills, comprehension and fluency, supplementing general classroom reading instruction.

Staffordville School was also selected as Connecticut's International Reading Association Exemplary Program Award Winner for 2011-2012. This second award, which recognizes outstanding reading and language arts programs in schools across North America, was presented to Mrs. Sandra Bidwell, Reading Teacher, on April 29, 2012, in Chicago, Illinois.

Mrs. Sandra Bidwell and Dr. Maureen Ryan, Principal of Staffordville School, were at the Board meeting to discuss the award.

Mrs. Bidwell introduced two Staffordville students in attendance at the meeting, Miss Gabby Hubbard and Mr. Sean Kodzis. The students read a story to the audience.

Ms. Bidwell gave a brief PowerPoint presentation, which gave an overview of the program at the school.

## **H. Computer Lottery Drawing**

Dr. Collin reported that at its meeting on March 26, 2012, the Board approved the return of obsolete computer equipment to the Town of Stafford, according to the provisions of Board policy #3260-*Sales and Disposal of Books, Equipment and Supplies*. The Board also approved that if the Town did not want the equipment, it would be disseminated to students via a lottery.

On April 25, 2012, the district received written notification from the Selectman's Office approving of our disposal of the computers via the aforementioned lottery to benefit our students. According to Mr. Michael Bednarz, Director of Curriculum & Instruction, the notification process used the last two years was used again this year.

During the break for refreshments, Board members drew names for the 62 computers, the hard drives of which have been cleared. Parents will be notified in writing by Mr. Bednarz's office.

The Board took a recess for refreshments at 8:15 p.m. The meeting was called to order at 8:40 p.m.

## **I. Financial Report through April 2012**

Dr. Collin presented the financial report of funds budgeted and encumbered/expended from July 1, 2011, through April 30, 2012, as prepared by Mrs. Meg Devlin, Business Manager. The total 2011-2012 Itemized Estimate of the Cost of Maintenance for Stafford Public Schools is \$24,830,913.

Dr. Collin stated that the report indicates a balance of \$4,952,392, which is 20% of the total budget.

There were no questions or comments from the Board.

## **Item VIII. Public Forum**

A member of the audience commented on how fantastic the Board meeting was tonight. He stated that it is for this reason that Stafford is a fantastic town to live in. He also said that he'd like to caution the Board that the reading program at Staffordville School can't easily be moved to another school and that there will be dire consequences if that facility is closed.

A member of the audience stated that it is her job to assess classroom environments and that it matters that this program remains at Staffordville School. She said that this type of program is ideal and hits on everything that she looks for when assessing a classroom. She also mentioned that there should be better communication with parents and that they should have been told specifically that Staffordville's Reading Program would be honored at the meeting.

## **Item IX. Old Business**

### **A. Review of Approval of New and Revised Board Policies (2)- Second Reading**

Dr. Collin stated that of the two policies indicated below, the first one is new, and the second one reflects substantive revisions to current policy. Initially presented during the May 7, 2012, Board of Education meeting, both policies were reviewed by the Administrative and Board Policy Committees. The Administrative Policy Committee is comprised of Mr. Michael Bednarz, Mr. Gregory Buonome, Mr. Marco Pelliccia, Mrs. Amy Stevenson, and her. The Board Policy Committee (BPC) is comprised of Mrs. Sandra Fowler (Chairperson), Mrs. Lisa Finch, Ms. Beth Ann Morhardt, and Mrs. Tracy Rummel (Alternate). This meeting serves as the second reading of these policies.

- **Policy/Regulation #5118.1 Students: Admission of Resident Students** (New: to address Residency Verification Guidelines)
- **Policy/Regulation #5118 Students: Nonresident Attendance** (Revision to current policy; allows for enrollment of BOE employees' children)

Ms. Morhardt made a motion, seconded by Mrs. Rummel, that the Board of Education approve policies and corresponding regulations: #5118.1 Students: Admission of Resident Students; and #5118 Students: Nonresident Attendance, as presented. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried.

## **Item X. New Business**

### **A. Appointment of Asbestos Designee for 2012 – 2013**

Dr. Collin informed the Board that State and Federal regulations regarding asbestos in the schools require each district to have a designated person who is trained in asbestos management. This person may be an employee or a consultant. The asbestos designee generally oversees and coordinates activities for continuing development and implementation of the asbestos operation and maintenance programs. He/she also assists in the development of long range plans and in the interpretation of regulations. The asbestos designee also conducts periodic surveillance and assessment of the condition of all ACBM, provides needed awareness training for custodial and maintenance staff, and prepares reports as needed for submission to the State and/or Federal government.

She said that based on the district's needs, she recommends that the Board re-appoint Dr. Mark F. Granville, Asbestos Consultant, as our Asbestos Designee. She said that Dr. Granville is familiar with the Stafford School District and has successfully served in this capacity since January 1997. Dr. Granville is licensed by the State of Connecticut, Department of Public Health, as an Asbestos Consultant-Project Monitor, Asbestos Consultant-Project Designer, and Asbestos Consultant-Inspection and Management Planner. Copies of these licenses were provided for the Board members. She said that the fee for this service remains at \$500.

Mrs. Finch 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 2012-2013 school year. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried.

#### **B. Review and Approval of 2012 – 2015 Technology Plan**

Dr. Collin stated that in response to the need to develop a new long range technology plan, a 15-member Technology Planning Committee was formed to include representatives from a variety of stakeholder groups. Through consultation with Ms. Jane Cook, EASTCONN, the committee met on a number of occasions. In addition, Ms. Lynn Reedy, Mr. Dean Fortin, Mr. Thomas Vaghini, and Mr. Michael Bednarz met to review the outcomes of meetings and promote the development of the plan. Using the planning template as provided by the Connecticut State Department of Education with corresponding revisions to prescribed requirements, the Board will note a reduction in goals from eight to five and a reduction in the number of action steps from more than 75 to 29.

Dr. Collin said that as indicated by Michael Bednarz, the highlights of the new Technology Plan include the following:

- A revised Vision Statement with greater emphasis on 21<sup>st</sup> Century Skills, professional development and responsible and ethical use; and
- Much greater emphasis on building greater capacity for technology by improving the infrastructure.

Mr. Bednarz was at the Board meeting and presented additional highlights of the plan. He stated that this plan took many hours to prepare and thanked Ms. Reedy, Mr. Fortin and Mr. Vaghini for their help with the project. Mr. Bednarz stated that once the plan is approved by the State, it will be posted on the district's web site.

Mrs. Rummel stated that she is very proud of the work that she did as part of this committee. She said that the technology plan and how it relates to 21<sup>st</sup> Century Skills is very important to students' futures.

Mrs. Finch made a motion, seconded by Mrs. Rummel, that the Board approve the Long Range Technology Plan 2012-2015, as presented. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried.

**Item XI. Personnel Matters**

There were no Personnel Matters.

**Item XII. Student Matters**

There were no Student Matters.

**Item XIII. Adjournment**

Ms. Morhardt made a motion, seconded by Mrs. Rummel, to adjourn. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 9:13 p.m.

**Respectfully submitted,**

**Christine C. Marinelli, Recording Secretary**

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**Sandra Fowler, Chairperson**

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**Tracy Rummel, Secretary**