

Board of Education Regular Meeting
Monday, April 8, 2013 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- 3/25/13
IV.	Treasurer's Report
IV.A.	Bills, 4/3/13- \$435,603.73
IV.B.	Grants, 4/2/13- \$2,253.74
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 of Findings- Best Use of Facilities Study
VII.B.	Cafeteria Profit and Loss through February 2013
VII.C.	Report on Public, Educational and Governmental Programming and Education Technology Investment Account (PEGPEDIA) Grant Award
VIII.	Public Forum
IX.	Old Business
X.	New Business
X.A.	Review and Possible Approval of Solar Thermal Projects at Stafford High School, Stafford Elementary School, West Stafford School, and Staffordville School
X.B.	Review and Possible Approval of Participation in Stafford Public Schools Food Services Surveys
X.C.	Review and Possible Approval of Revisions to Board Policies
X.D.	Review and Possible Approval of Submission of Educator Evaluation & Support Plan and 2013-2014 Implementation Plan
X.E.	Review and Possible Approval of Retirement Plan Extension
X.F.	Review and Possible Approval of Reductions to the Itemized Estimate of the Cost of Maintenance for Stafford Public Schools
XI.	Personnel Matters
XI.A.	Recommendation of the Superintendent of Schools Concerning Teacher Non-Renewals
XI.B.	Teachers Eligible for Tenure (Executive Session Anticipated)
XII.	Student Matters

**Regular Meeting
Stafford Board of Education
Stafford Elementary School
March 25, 2013**

Board Members Present: Mrs. Sandy Fowler, Chairperson
Mrs. Tracy Rummel, Secretary
Mrs. Lisa Finch
Ms. Beth Ann Morhardt
Mr. Stephen Szymanski
Mrs. Kathy Walsh

Board Members Absent: Ms. Sonya Shegogue

Also Present: Dr. Patricia A. Collin, Superintendent of Schools
Mr. Michael Bednarz, Director of Curriculum and Instruction
Mr. Greg Buonome, Assistant Principal, Stafford Middle School
Mr. Jerry Domanico, Business Manager
Mrs. Peggy Falcetta, Principal, Staffordville School
Mr. Dean Fortin, Network Coordinator
Mr. Damian Frassinelli, Director of Athletics and Recreation
Mr. Benjamin Gluck, Student Representative
Ms. Shelley Michaud, Principal, West Stafford School
Mr. Marco Pelliccia, Principal, Stafford High School
Mr. Mark Seddon, Supervisor of Building Services
Mr. Hank Skala, Principal, Stafford Elementary 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 7:40 p.m., following a joint meeting with the Board of Finance. A quorum was established.

Item II. Pledge of Allegiance

Mr. Gluck led the Board in the Pledge of Allegiance.

Item III. Secretary's Report- Approval of Minutes

Regular Meeting, 3/11/13

A consensus of the Board approved the Secretary's Report for the regular meeting held on March 11, 2013.

Item IV. Treasurer's Report

Bills, 3/20/13- \$453,454.68
Grants, 3/20/13- \$3,514.65

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

Item V. Correspondence

There was no Correspondence.

Item VI. Board Reports

A. Report from Student Representative

Mr. Gluck reported on the following topics:

- Sports Update
- Washington DC Trip
- Scholar Art Awards
- Easter Sunrise Service
- Drama Update

Dr. Collin reported that Connecticut Association of Athletic Directors presented a Distinguished Service Award to Mr. Damian Frasinelli. Mrs. Fowler congratulated Mr. Frasinelli and told him how proud the Board is of him. She said that the district is lucky to have him.

B. Budget Committee

The Budget Committee members are Mr. Szymanski, Mrs. Fowler, and Ms. Morhardt. There was no update from this committee. Mrs. Fowler noted that a budget committee meeting would likely be scheduled some time the week of April 1.

C. Curriculum Committee

The Curriculum Committee members are Mrs. Rummel, Mrs. Walsh and Ms. Shegogue. There was no update from this committee.

D. Policy Committee

The Policy Committee members are Mrs. Fowler, Chairperson, Mrs. Finch, Ms. Morhardt and Mrs. Rummel (alternate). There was no update from this committee. Dr. Collin stated that the Board Policy Committee is scheduled to meet on April 3, 2013.

E. Negotiation Committee

The CSEA Negotiation Committee members are Mrs. Rummel, Ms. Morhardt and Mrs. Walsh. Currently, none of the contracts are being negotiated.

Item VII. Superintendent's Reports

A. Recognition of the Board of Education

Dr. Collin stated that Board of Education members commit numerous hours of service to the Town of Stafford through policy and practice decisions, which guide the school district and that the month of March has been designated as Connecticut's Board of Education Appreciation month. The Board members were honored at the meeting with a brief speech read by Dr. Collin, as well as a certificate of appreciation and refreshments, courtesy of Board of Education employees.

B. Participation in the Smarter Balance Assessment Pilots

Dr. Collin stated that as explained in the memorandum and document entitled, “2013 Common Core State Standards Aligned ‘Practice Assessment’ Frequently Asked Questions (FAQ)” from Mr. Michael Bednarz, Director of Curriculum & Instruction, public school districts, nation-wide, will be participating in a new set of assessments beginning in the spring of 2015. Replacing the Connecticut Mastery Test (CMT) in grades three through eight and the Connecticut Academic Performance Test (CAPT) in grade 10, the proficiency of students in our State will be evaluated by a protocol developed by the Smarter Balance Assessment Consortium (SBAC). This assessment is designed to measure proficiency on the college and career readiness standards of the Common Core Standards.

Dr. Collin reported that the SBAC assessments will differ from the CMT and CAPT in a number of ways, such as:

- On-line testing with technology-enhanced items;
- Computer Adaptive Testing, whereby the challenge level of test items will be determined by students’ responses;
- Inclusion of performance tasks; and
- Students in grades 3 through 8 and 11 (vs. 10) will be assessed.

She noted that Mr. Bednarz has engaged in a multitude of activities in anticipation of this transition in State-mandated testing.

Dr. Collin stated that Stafford has been randomly selected to test items and technological application and functionality, and has been invited to participate via a combination of computer items and performance tasks in grade 5 (ELA), grade 6 (Math), and grade 7 (ELA). Participation in this pilot testing, which will be scheduled for two-week periods in April and May, has the following benefits:

- Ability to assist in the development of the SBAC testing;
- Exposure to the new testing platform;
- Insight into the rigors of the test items; and
- Preview of the performance tasks.

She noted that the Connecticut State Department of Education has concurrently announced the development of a practice assessment, which aligns with the Common Core Standards. As more information becomes available, the district will determine to what extent Stafford may participate.

Mr. Bednarz was in attendance at the meeting in order to respond to questions.

C. Head Start Report through February 28, 2013

Dr. Collin presented the Basic Head Start grant report through February 28, 2013, as prepared by Mr. Jerry Domanico, Business Manager. The Basic Head Start Fund 160 is for the time period of February 1, 2013, through June 30, 2013. The total amount of this fund is \$51,497, of which \$7,030.54 has been expended by February 28th.

Unlike the Basic Head Start grant, the Early Head Start Fund 182, totaling \$28,750, is for the time period February 1, 2013, through June 30, 2013. The report indicates that as of February 28th, \$3,676.19 has been expended. We are awaiting the final approved budgets for both grants from EASTCONN.

Dr. Collin stated that on March 14, 2013, EASTCONN conducted an audit of our records for both grants, February 1, 2012 through January 31, 2013. With the exception of one minor correction, all records were in order and the final drawdown for them submitted for approval and payment. Copies of the final drawdown for each grant were provided in the electronic Board packet for review.

In compliance with the Head Start agreement, the program expense reports were also presented to the Board of Education. In addition, the reports are periodically presented to the Head Start Parent Policy Committee, which also reviews the minutes of BOE minutes in order to stay abreast of the Board's actions. For the Board's review, Early and Basic Head Start Non Federal Share Reports, which include expenses assumed by the school district, were also provided via the electronic Board packet.

D. Financial Report thorough February 28, 2013

Dr. Collin presented the financial report of funds budgeted and encumbered/expended from July 1, 2012, through February 28, 2013, as prepared by Mr. Jerry Domanico, Business Manager. The total 2012-2013 Itemized Estimate of the Cost of Maintenance for Stafford Public Schools is \$26,104,054.

Dr. Collin referred Board members to the report and table, which indicated that the period to date encumbrances/expenditures total \$26,064,774 , leaving a balance of \$39,280 or a total of 0.15% of the total budget to be encumbered/expended by June 30, 2013. She noted that the balance reflects projected excess cost reimbursement, estimated at 70%, which was netted out of the budget and projected salary payments through the end of the school year.

Mr. Domanico also provided the Board with a report of State, federal and local grant expenditures. The district is expected to initially cover expenses, which are then reimbursed on a periodic basis by the grants. As communicated previously, both the School Readiness and Family Resource Center grants were reduced by approximately 5% by the Governor as a result of the State budget's shortfall. The After School Programs grant was also reduced, but by approximately 10%. The aforementioned reductions are reflected in the report.

Mr. Domanico was in attendance at the meeting to respond to questions. Mrs. Rummel asked for the status of the accounts that currently reflect negative balances. Mr. Domanico noted that the salary and benefit accounts have been projected, so there could be some savings in those accounts, such as if a staff member is out on leave.

Item VIII. Public Forum

A member of the audience asked how the Board Budget Committee will proceed during their meeting with regard to possible budget reductions. Mrs. Fowler stated that the Board has tried to get away from lists of reductions for consideration by the Board members, but rather to rely on the administration to provide information regarding what reductions should be made. Mr. Szymanski stated that the Budget Committee will consider a prioritized list of reductions that would be prepared by administration and will then finalize their recommendation to the full Board.

Item IX. Old Business

There was no Old Business.

Item X. New Business

A. Review and Possible Approval of Proposal to Award High School Credit for Middle School World Language and Algebra I

Dr. Collin reported that it is a growing trend across the State and in response to Secondary Education Reform, particularly in an effort to address the 25-credit requirement for the Class of 2018, that many high schools are awarding high school credit for successful completion of Algebra 1, French 1 and Spanish 1 in middle school. As Mr. Marco Pelliccia, Principal of Stafford High School, noted, a majority of the schools within the North Central Connecticut Conference (NCCC) have already instituted such a course progression. Dr. Collin commented that Mr. Pelliccia has also spoken with administrative and instructional staff at both the middle and high schools about this proposal.

Dr. Collin stated that if the Board of Education is willing to consider awarding such credit, the Administrative Policy Committee (APC) will propose policy revisions to the Board Policy Committee (BPC), which will define “successful completion” and address graduation requirements, with the hope that we may offer such credit to this year’s eighth grade students, who meet the criteria.

Mr. Pelliccia was in attendance at the meeting to respond to questions from Board members.

Mrs. Walsh asked what grade would be required to earn high school credit in foreign language. Mr. Pelliccia responded that he would be working with Mr. Valentine, Principal, Stafford Middle School, and his staff to develop a program with coursework and exams that mirror the high school’s program.

Ms. Morhardt asked for clarification regarding how the Algebra I program would work. Mr. Pelliccia stated that the Algebra I course would primarily stay the same, with the exception that the student would earn high school credit.

Mrs. Rummel asked how the Common Core Standards will affect the work done in the Algebra I course and giving high school credit. Mr. Bednarz stated that the State is in the process of finalizing the Common Core Algebra I curriculum, which he anticipates the district will adopt “as is”. He believes that, eventually, Algebra I will become part of the 7th grade curriculum.

Ms. Morhardt made a motion, seconded by Mrs. Walsh, that the Board direct Dr. Patricia Collin, Superintendent of Schools, and the Administrative Policy Committee to present a revision of **Policy #6146 Instruction: Graduation Requirements** for its consideration and possible approval. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Mr. Szymanski and Mrs. Walsh, voted for the motion, which carried.

Item XI. Personnel Matters

A. Resignation- Certified Staff Member

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

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Nordmark, Krista	School Guidance Counselor	Stafford High School	End of School Year, June 2013	Personal

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

Item XII. Student Matters

There were no Student Matters.

Item XIII. Adjournment

Ms. Morhardt made a motion, seconded by Mrs. Finch, to adjourn. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Mr. Szymanski and Mrs. Walsh, voted for the motion, which carried. The meeting adjourned at 8:38 p.m.

Respectfully submitted,

Christine C. Marinelli, Recording Secretary

Sandra Fowler, Chairperson

Tracy Rummel, Secretary