



BLOOMFIELD BOARD OF EDUCATION - REGULAR MEETING

Regular Meeting AT Tuesday, March 8, 2011

Bloomfield Board of Education 1133 Blue Hills Avenue Board Room, 1133 Blue Hills Avenue ,
Bloomfield, CT 06002

1. Establishment of a Quorum and Call to Order
2. Pledge of Allegiance
Bloomfield High School JROTC
3. Consent Agenda
 - A. Approval of Minutes - Regular Meeting - February 15, 2011 2
 - B. Approval of Minutes - Special Budget Meeting - February 24, 2011 6
4. Presentations
 - A. Award to Bloomfield High School JROTC Program
LTC Greg Reuling
5. Public/PTO Comment
6. Superintendent's Report
 - A. Financial Report 12
D. Munsell
 - B. CMT/CAPT March Schedule of State Testing
7. Old Business
 - A. Approval of 2011-2012 Academic Calendar 14
8. New Business
 - A. Non-renewal of Non-tenured Certified Employee Contract
 - B. Approval to Submit Two Competitive Grants: - Safe Schools/Healthy
Students Federal Grant for schools/community (pre-application) and School
Improvement State Grant(SIG) Bloomfield High School 15
9. Adjournment
10. NEXT REGULAR BOARD MEETING - APRIL 12, 2011

UNAPPROVED MINUTES

BLOOMFIELD BOARD of EDUCATION - REGULAR MEETING

February 15, 2011 07:00PM
Bloomfield Board of Education
1133 Blue Hills Avenue
Board Room

PRESENT: D. Seldon, Vice Chair D. Dale, Secretary R. Ike
 J. Michel S. True

ABSENT: S. Thompson, Chair D. Quinones

ALSO PRESENT: J. Jacoby, Interim Superintendent
 K. Parks, Asst. Superintendent
 D. Munsell, Director of Business Affairs

I. ESTABLISHMENT OF A QUORUM AND CALL TO ORDER, and

II. PLEDGE OF ALLEGIANCE

D. Seldon, Vice Chair, determined a quorum was present and called the meeting to order at 7:00 p.m. The attendees rose to recite the Pledge of Allegiance.

III. CONSENT AGENDA

A motion was made by D.Dale and seconded by R. Ike to approve the Bloomfield Board of Education regular and executive session minutes from January 11, 2011. The motion was passed unanimously. D. Dale abstained.

IV. PRESENTATIONS

Tracy Youngberg, Principal, Carmen Arace Intermediate school shared the successful results of the coat drive established in her father's memory. The children participated by reading books and solving math problems.

V. PUBLIC/PTO COMMENTS

A. Student Representative Report

S. Peart, BHS student representative, spoke about the current activities at the high school. Activities included fund raisers, a blood drive and honoring senior athletes. Bloomfield boys and girls track teams are state champions again this year.

UNAPPROVED MINUTES

B. Public/PTO comments

No comments.

VI. COMMITTEE REPORTS

A. Naming policy and procedures

S. True reported, she and D. Seldon represented the Board of Education on a Town Council Subcommittee to develop NAMING POLICY AND PROCEDURES. The policy and procedures have been approved by the Town Council. Copies were distributed to board members.

VII. SUPERINTENDENT'S REPORT

The new board secretary, Mary Johnson, was introduced and welcomed by the board.

VIII. OLD BUSINESS

A. Request for detailed information

1. J. Michel requested information regarding instruction related contracts. After discussion, it was agreed J. Jacoby will provide information on the following to all board members prior to the February 24th budget meeting:

- Signed contract of incoming superintendent and premium information pertaining to term insurance.
- Copy of the contract for J. Jacoby.
- Copies of all instruction, teaching and learning related contracts for consultants, vendors and employees. This should include with whom and dollar amounts.
- Total dollar amount of contracts, what has been paid to date and where the charge appears in the budget and funding sources.
- For new hires (individuals or companies), a statement of total value of the contract with roles and responsibilities identified.

UNAPPROVED MINUTES

2. R. Ike requested a report of instruction related positions (not names) and the dollar amount associated with the position. This report will be generated by D. Munsell and distributed to board members prior to the budget meeting on February 24, 2011.

IX. NEW BUSINESS

1. First Reading of Proposed 2011-2012 School Calendar

A motion was made by D.Dale and seconded by R. Ike to approve the first reading of the proposed 2011-2012 school year calendar. The motion was passed unanimously.

Proposed changes from previous calendars include:

- Teachers beginning on August 31st and the student's arrival after Labor Day.
- School in session on Election Day.
- Change notation if school extends beyond the planned last day of school in June.

2. Presentation of Superintendent's Recommended 2011-2012 Budget

J. Jacoby thanked all who helped to prepare the budget and those who provided input to the budget.

Summary of J. Jacoby's presentation:

- Zero increase in 2011-2012 Budget, \$38,555,104
- No certified staff positions cut.
- A number of (1 Year only) cuts in equipment, maintenance projects, library media materials and technology equipment.
- Reductions are made as far away from students as possible.

After discussion, J. Jacoby agreed to provide projections for 2012/2013 "one year only cuts." Information available for February 24, 2011 Special Budget Workshop meeting.

UNAPPROVED MINUTES

X. ADJOURNMENT

At 8:18 p.m., a motion to adjourn was made by J. Michel and seconded by R. Ike. The motion was passed unanimously.

XI. NEXT BOARD SPECIAL BUDGET MEETING FEBRUARY 24, 2011

Chairperson

BLOOMFIELD BOARD of EDUCATION - SPECIAL MEETING

February 24, 2011 07:00PM
Bloomfield Board of Education
1133 Blue Hills Avenue
Board Room

PRESENT: D. Seldon, Vice Chair Presided D. Dale, Secretary
 R. Ike J. Michel
 D. Quinones S. True

ABSENT: S. Thompson, Chair

ALSO PRESENT: J. Jacoby, Interim Superintendent
 K. Parks, Asst. Superintendent
 D. Munsell, Director of Business Affairs

I. ESTABLISHMENT OF A QUORUM AND CALL TO ORDER, and

II. PLEDGE OF ALLEGIANCE

D. Seldon, Vice Chair, determined a quorum was present and called the meeting to order at 7:00 p.m. The attendees rose to recite the Pledge of Allegiance.

III. PUBLIC COMMENT ON SUPERINTENDENT'S PROPOSED 2011-2012 BUDGET

No Public comment.

IV. BOARD DISCUSSION ON SUPERINTENDENT'S PROPOSED 2011-2012 BUDGET

Before discussion began, J. Jacoby presented the handout of One Time Reductions requested at the February 8, 2011 regular meeting. J. Jacoby highlighted, at the bottom of the report the figures show a one time only reduction of .86% reduction to the 2011/2012 budget. Also shown, is the impact of an increase of .46% on the 2012/2013 budget.

The discussion process was to rotate through the board members. Each board member could ask a question and a follow up question on the same topic. Rotation would continue until all questions were answered and comments made.

J. Michel asked about information requested at the last meeting. It will be couriered on Friday 25, 2011. As requested, it will include information by vendor, service

value of contract and what has been paid to date. Vendor's using an individual's name will be included.

R. Ike requested an explanation of Gross Budgeting (PG 27 of Budget) and what happens if the funds are not received. J. Jacoby replied, Gross Budget Summary is completed on every major object. All funding and all anticipated expenses are defined. The final column shows all anticipated dollars spent. Anticipated revenues are from the budget and non-competitive entitlement grants, historically, the dollars remain stable each year. There can be some fluctuation for the State grant for magnet schools.

J. Michel asked for clarification of the chart on the second page of the budget. It was agreed that there is a verbiage issue to be clarified. It was also noted, that the Town Manager is aware of \$38,555,104 as the requested funding by the town.

S. True asked about the need for an additional crossing guard noted on Pg. 86. With Metacomet Elementary School reopening, an additional guard is needed. All crossing guard locations will be identified.

D. Dale asked about the flexibility of such a lean budget if an unexpected situation occurs. J. Jacoby responded that a crisis would likely be covered within the budget without student related impact, but it would be really tight. The budget is reviewed regularly and purchases would be delayed to cover a crisis. Continued close monitoring will be needed. In the future, principal wish lists will need to be looked at.

D. Seldon questioned the stability of Other Revenue Sources on pg. 26. J. Jacoby referred to pg. 22, The Supplemental Revenue - Reductions to General Fund, could fluctuate based on history. The Special Revenue Fund Grants, historically, are fairly firm. Competitive grants are not included in these figures. If more monies are received, the monies may be able to be spent in following years or the amount is deducted from the general fund in the budget.

J. Michel questioned the BATV Services increase noted on Pg. 36. In response, this allows the new Superintendent's use of BATV services to communicate with the community. This is not offset by purchases of text books, but by the

reduction of out of town surveillance services. Surveillance will be utilizing the services of the town's surveillance officer. BATV is now a line item based on the Board's request.

J. Michel questioned the additional support staff for Wintonbury. This is not a new position, but for part time, temporary services needed at a preschool level to service students.

D. Quinones commented on the special needs of out of town students. If special needs are required the student's town is responsible for the additional costs.

D. Quinones questioned if the payroll freeze applied to all staff members. J. Jacoby, responded, the freeze applies to all except those contracts currently under negotiation and those under current contractual agreements.

D. Quinones also commented on the text book budget. There has been major effort to fill all the libraries with current books and eliminate older material. She is comfortable with the suggested budget. The text book line item is impacted as more online material becomes available.

S. True questioned the lack of a nurse at the Big Picture School. J. Jacoby responded that a "sister school" approach will provide the needed nursing coverage because student schedules reduce the need for the position on a daily basis. This may be revisited if the need arises.

D. Dale questioned the details of the magnet school tuition and transportation. Staff feels comfortable with the projections. There is potential vulnerability with the parent choice program.

D. Seldon referred to Pg 2 of the handout. He questioned the reduction of the computer equipment budget. J. Jacoby stated we are considering moving to desktop equipment to interface with the new technology (Permytheon Boards) in the classrooms. This allows for more interactive teaching. A reduced amount is indicated in the budget for upgrades and replacements because of the newly installed equipment in the buildings. Big Picture is experimenting with the use of i-pads for student home use.

R. Ike questioned the reduction of the vehicle expense. W. Casper, Director of Facilities, responded by stating there are two older vehicles, one is now used for snow plowing only. To extend the life of the oldest vehicles, efforts have been made to reduce their usage and offset with other types of equipment. This eliminated the need to replace a vehicle in this budget, but need to be replaced the following year. (2012-2013)

J. Jacoby took the time to thank W. Casper and his team for the excellent job of snow removal over the past few weeks.

S. True asked for an explanation of the Unified Arts student numbers reflected in the chart on Pg 95. Are the Unified Arts an optional class? Tracy Youngberg, Carmen Arace Principal, responded by stating the unified arts are on a three day rotating schedule. Some of the students are in an intervention program during the unified arts class time. Also, some of the unified arts classes may be attended in after school programs.

D. Dale questioned the utility costs and diesel fuel costs on Pg 110 and pg 111. W. Casper responded that the transportation costs are handled through the business office. D. Munsell stated the diesel fuel is purchased through the town tanks and the cost is controlled by the town. W. Casper continued by stating the utility costs are locked into a lower generation rate, but the delivery charge is regulated through the DPUC. The delivery charge has changed minimally in the past few years. Usage is what controls the cost. An extreme winter or summer could put these budgeted costs in jeopardy.

J. Michel requested an explanation of the projected deficit on ADMIN - CENTRAL OFFICE on Pg 65. J. Jacoby will provide a written explanation to the Board.

J. Michel, referring to pg 61, commented on what is valued when performing arts is budgeted for more monies than math or sciences. J. Jacoby supported by D. Quinones, responded stating the new superintendent and the board should be setting new policy regarding a change of this nature. D. Seldon recapped the role of the incoming superintendent vs. the interim superintendant and her effort to keep a 0% budget.

R. Ike requested a clarification of compulsory and elective courses based on the numbers shown on Pg 98. S. Galloway, BHS Principal, stated there are requirements and the requirements are changing. He suggests CAPT and SAT preparation courses should be made available. He also stated the need to fill all classes, core or elective, depending on each students needs. Intervention classes are held to smaller class size so more individual attention may be given to each student. The core subjects are required, but unified arts help build the whole child.

J. Michel stated if student interest is low, why fill the class? Should the class be eliminated?

D. Dale asked if the central office staffing is at the correct amount to operate the school system. J. Jacoby responded the central office works well as structured, although, the incoming superintendent may wish to change the structure as many superintendents do.

D. Dale followed up with a question regarding the Residency Officers - District on Pg 68. Why is there a reduction from the current budget to the proposed budget? The decrease is due the reallocation of Assistant Residency Officer's tasks to the receptionist.

R Ike questioned the central office staff reduction. Should it be two? J. Jacoby replied no, three because my position is included in the number.

D. Dale wanted an explanation of the Alternative Academy referred to on pg 31. L. Simone was asked to respond. She recapped the two programs at the Alternative Academy are for the dropout prevention program and the expulsion program. The twenty-two students are monitored by staff as they utilize a self-paced credit recovery program (PLATO).

V. New Business

5.A. Board Action on Superintendent's Proposed 2011-2012 Budget

A motion was made by D. Dale and seconded by D. Quinones to have the Bloomfield Board of Education approve the

Bloomfield Operating Budget for 2011/2012 in the amount of \$38,555,104; as presented.

The vote was as follows: Vote: 5-1-0

For: D. Seldon, D. Dale, R. Ike, D. Quinones, S. True
Against: J. Michel

VI. Adjournment

At 9:27 p.m., a motion to adjourn was made by D. Dale and seconded by D. Quinones. The motion was passed unanimously.

VII. Next Meeting

The next scheduled Board meeting is Tuesday, MARCH 8, 2011 in the Board Room.

Dick Dale, Secretary

**BLOOMFIELD PUBLIC SCHOOLS
BUDGET PROJECTION
2010 - 2011**

(As of February 28, 2011)

	Account Groups	Budget 2010 - 2011	Projected Actual 2010 - 2011	\$ Under (Over) Budget
1	Certified Salaries	\$ 16,158,388	\$ 15,971,352	\$ 187,036
2	Non-Certified Salaries	5,896,381	6,010,609	(114,228)
3	Employee Benefits	6,469,654	6,489,082	(19,428)
4	Contracted Services	1,333,601	1,674,046	(340,445)
5	Pupil Transportation	2,205,756	1,900,047	305,709
6	Insurance	235,936	235,918	18
7	Communications	208,545	217,904	(9,359)
8	Tuition	2,213,487	1,864,705	348,782
9	Other Purchased Services	105,098	122,577	(17,479)
10	Supplies	712,114	711,159	955
11	Operation and Maintenance of Buildings	1,503,794	1,603,952	(100,158)
12	Textbooks/Library Books/Other Supplies	278,939	281,231	(2,292)
13	Equipment	285,807	288,015	(2,208)
14	Miscellaneous	175,737	175,980	(243)
	Totals	\$ 37,783,237	\$ 37,546,577	\$ 236,660

Bloomfield

BOE EXPENDITURE REPORT BY MAJOR OBJECT

Account Number / Description	Adopted Budget 7/1/2010 - 6/30/2011	Expenses YTD 7/1/2010 - 6/30/2011	Encumbrances 7/1/2010 - 6/30/2011	Balance Before Req's Sub. 7/1/2010 - 6/30/2011	Submitted Requisitions 7/1/2010 - 6/30/2011	Balance After Req's Sub	Percent Remaining 7/1/2010 - 6/30/2011
01 CERTIFIED SALARIES	\$16,158,388	\$9,151,827	\$6,641,223	\$365,338	\$0	\$365,338	2%
02 NON-CERTIFIED SALARIES	\$5,896,381	\$3,677,211	\$2,181,085	\$38,085	\$0	\$38,085	1%
03 EMPLOYEE BENEFITS	\$6,469,654	\$4,508,065	\$456,418	\$1,505,171	\$0	\$1,505,171	23%
04 CONTRACTED SERVICES	\$1,333,601	\$749,871	\$324,945	\$258,785	\$1,008	\$257,777	19%
05 PUPIL TRANSPORTATION	\$2,205,756	\$1,463,099	\$325,308	\$417,349	\$7,972	\$409,377	19%
06 INSURANCE	\$235,936	\$178,855	\$57,063	\$18	\$0	\$18	0%
07 COMMUNICATIONS	\$208,545	\$65,941	\$64,246	\$78,358	\$0	\$78,358	38%
08 TUITION	\$2,213,487	\$1,197,618	\$883,086	\$132,783	\$0	\$132,783	6%
09 OTHER PURCHASED SERVICES	\$105,098	\$43,405	\$20,573	\$41,120	\$3,198	\$37,922	39%
10 SUPPLIES	\$712,114	\$414,298	\$90,042	\$207,774	\$8,314	\$199,460	29%
11 OPERATION & MAINTENANCE OF BUILDINGS	\$1,503,794	\$970,695	\$566,271	\$(33,172)	\$0	\$(33,172)	(2)%
12 TEXTBOOKS/LIBRARY BOOKS/OTHER SUPPL	\$278,939	\$92,010	\$41,233	\$145,696	\$1,436	\$144,260	52%
13 EQUIPMENT	\$285,807	\$145,595	\$61,086	\$79,126	\$10,188	\$68,938	28%
14 MISCELLANEOUS	\$175,737	\$93,611	\$35,233	\$46,893	\$300	\$46,593	27%
GRAND TOTAL	\$37,783,237	\$22,752,101	\$11,747,812	\$3,283,324	\$32,416	\$3,250,908	9%



First Day of School – September 6

M	T	W	TH	F
AUGUST 2011				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
SEPTEMBER 2011 18 DAYS				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
OCTOBER 2011 19 DAYS				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
NOVEMBER 2011 18 DAYS				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		
DECEMBER 2011 17 DAYS				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
JANUARY 2012 20 DAYS				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

Approved :
Corrected:

Notable Dates

AUG 31	Convocation /Teacher Work Day
SEPT 1	○ Professional Development for Teachers - No School
SEPT 5	Labor Day
SEPT 6	◆ First Day of School
SEPT 23	○ Professional Development for Teachers - No School
OCT 7	○ Professional Development for Teachers - No School
OCT 10	Columbus Day
NOV 11	○ Veterans Day Professional Development for Teachers - No School
NOV 23-25	Thanksgiving Recess
DEC 7-9	△ Parent Conferences – Early Dismissal (Pre-K-12)
DEC 26 –	Holiday Recess
JAN 2	(Includes Christmas and New Year’s Day)
JAN 16	Martin Luther King Day
FEB 17-20	Winter Recess/President’s Day
Mar 28-30	△ Parent Conferences – Early Dismissal (Pre-K-12)
APR 6	Good Friday
APR 16-20	Spring Recess
May 25	○ Professional Development for Teachers - No School
May 28	Memorial Day
Last Day	Projected Last Day - June 15*

NO SCHOOL

M	T	W	TH	F
19 DAYS				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29		
22 DAYS				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
15 DAYS				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
21 DAYS				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
11 DAYS				
				1
4	5	6	7	8
11	12	13	14	15*
18	19	20	21	22
25	26	27	28	29

*School Ends June 15th

If weather or other emergencies require the closing of school, the lost days will generally be made up by extending the school year.

Grant Opportunity for Federal Fund

US Department of Education Safe Schools/Healthy Students (SS/HS) Program

We are seeking approval to submit an application for the Safe Schools/Healthy Students Federal Grant. Preliminary information is available for the Safe Schools Grant although no submission dates at this time. It appears that Bloomfield would be eligible to apply for between \$750,000 to \$1,000,000 each year for a four-year period for a total of between \$ 3-4 million. Highlights of the requirements follow:

- A pre-application is required following the outline of requirements.
- If a pre-application is accepted by a points awarded system, the local education agency (LEA) will be notified to complete full grant application.
- In a pre-application period, LEA is required to demonstrate its community's capacity to use collaborative process to conduct community needs assessment and use data collected to design SS/HS comprehensive plan related to five plan elements:
 - a. Promoting early childhood social and emotional learning and development
 - b. Promoting mental, emotional and behavioral health
 - c. Connecting families, schools and communities
 - d. Preventing and reducing alcohol, tobacco and drug use
 - e. Creating safe and violence-free schools.
- During pre-application, the LEA must identify required partners: Early childhood agency, local juvenile justice agency, law enforcement agency and local public mental health authority.
- Applicant must demonstrate how partners would support SS/HS planning and designing, would develop and coordinate integrated systems and use data-driven decision making.
- Also during pre-application process, LEA must submit a community overview using readily available data. Each applicant must show how SS/HS partners will engage community organizations, community members, students and families in the community assessment, analysis of the data collected through the assessment and decision making process to create a SS/HS comprehensive plan if invited to submit a full application.