

Board of Education Regular Meeting  
Monday, October 4, 2010 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- 9/27/10
- III. Treasurer's Report
  - III.A. Bills- 9/23/10, \$208,755.25
  - III.B. Bills- 9/28/10, \$266,491.06
  - III.C. Grants- 9/28/10, \$11,422.79
- IV. Correspondence
- V. Board Reports
- VI. Superintendent Reports
  - VI.A. Discussion of Boys and Girls Basketball at Stafford Middle School
  - VI.B. Presentation on the Stafford Transition Program
  - VI.C. Financial Report through September 30, 2010
- VII. Public Forum
- VIII. Old Business
- IX. New Business
- X. Personnel Matters
- XI. Student Matters
  - XI.A. Review and Possible Approval of Superintendent of Schools'  
Recommendation for Early Readmission of Student G (09-10) (Executive  
Session Anticipated)

**Regular Meeting  
Stafford Board of Education  
Pinney Administration Building  
Monday, September 27, 2010**

**Board Members Present:** Mr. Mark Fontanella, Chairperson  
Mrs. Lisa Bradway  
Mrs. Lisa Finch  
Mrs. Sandy Fowler, Secretary  
Mr. Stephen Szymanski

**Absent:** Ms. Beth Ann Morhardt  
Mrs. Tracy Rummel

**Also Present:** Dr. Thérèse G. Fishman, Superintendent of Schools  
Mr. David Bartlett, Former Principal, Staffordville School  
Mrs. Meg Devlin, Financial Analyst  
Dr. Marcia Elliott, Principal, West Stafford School  
Ms. Geer, Teacher, Staffordville School  
Mr. Francis Kennedy, Principal, Stafford High School  
Ms. Ledbetter, Teacher, Staffordville School  
Ms. McAdam, Teacher, Staffordville School  
Ms. Page, Teacher, Staffordville School  
Dr. Maureen Ryan, Principal, Staffordville School  
Mr. Thomas Szymanski, Student Representative

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

The meeting was called to order at 7:04 p.m. A quorum was established.

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

Regular Meeting, September 13, 2010

A consensus of the Board approved the Secretary's Report for the regular meeting held on September 13, 2010, as presented.

**Item III. Treasurer's Report**

There was no Treasurer's Report.

**Item IV. Correspondence**

There was no Correspondence.

## **Item V. Board Reports**

Mr. Thomas Szymanski, Student Representative, reported on the following:

- Sports Update
- Music Update- the band will perform at the Big E on October 3
- Annual Coffee House, October 27, 6:30 p.m.

Mrs. Finch asked Mr. Thomas Szymanski about the recycling program at the high school in the lunchroom. She asked him to check in to what the liquid bucket is about and what the staff does with it.

Mrs. Bradway updated the Board about the Faith, Families and Schools Conference that she attended last week. She said that it was a very informative conference and she will take several ideas from the conference back to her Dropout Sub-Committee. Dr. Fishman said that the next Dropout Committee meeting will be held on October 18, 2010.

Mrs. Fowler made a motion, seconded by Mrs. Finch, to move Item VI.D. to the first item under Superintendent's Reports. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, and Mr. Szymanski voted for the motion, which carried.

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

### **D. Staffordville School NAEYC Accreditation Report**

Dr. Fishman stated that Staffordville School received NAEYC Accreditation this summer, after a visit from the visiting team during the last week of school. She introduced Mr. Bartlett, the former principal of Staffordville School.

Mr. Bartlett began the presentation by outlining the process for gaining NAEYC Accreditation. He noted that the school received many commendations and few recommendations. He thanked Dr. Fishman, Mrs. Devlin, Dr. Elliott, Mrs. Kuenzler, Mrs. Fowler, Ms. Deb Fliss, Mrs. Linder and her staff, Mrs. Hughes, and the entire Staffordville staff, specifically Ms. Geer, Ms. McAdam, Ms. Ledbetter, and Ms. Page.

The teachers shared their portfolios with the Board members and answered questions. The teachers spoke briefly to the Board members about the process of making the portfolios.

Dr. Ryan, current principal at Staffordville School, thanked those that gained accreditation prior to her appointment in Stafford.

### **A. 2009 – 2010 CAPT Results**

Dr. Fishman stated that Stafford students continue to outperform State and District Reference Group (DRG) F in a variety of ways on the CAPT. She noted that students are moving out of the lowest score bands; however, there are fewer students achieving at goal.

Mr. Bednarz, Director of Curriculum and Instruction, reviewed several charts regarding the CAPT scores. He highlighted the following:

- For the eighth consecutive year, Stafford significantly outperformed the DRG F average in all sub-tests.
- For the seventh consecutive year, Stafford achieved NCLB benchmarks in Math and Reading. For the first time, there were three sub-tests with proficiency scores in the 90% plus range.
- Best results for lowest percentage of students in Level 1 (below basic) for every sub-test and the first time with 0% of students in Level 1 on a sub-test.
- Huge leap in the number of students in Proficient or Above for those students in the Economically Disadvantaged and Students with Disabilities sub-groups.

Mr. Bednarz stated that the CAPT and SAT results would be posted tomorrow afternoon on the district web site. He also noted that Board members could contact him directly if they had any questions.

Mr. Kennedy, Principal of Stafford High School, presented the high school's CAPT action plan. He said that this is a joint effort between the middle school and high school and that the preparation for the CAPT begins long before the students get to the high school.

Mr. Kennedy stated that it is very important to reach all students in various ways. He said that he feels that this differentiation has helped the high school meet the graduation requirements and NCLB goals with regard to CAPT. He noted that there will be four additional initiatives in this year's CAPT Action Plan, including a writing theme, a student incentive / challenge, school visitations / workshops and results-based planning, in addition to increasing the interface events between the high school and middle school.

Mr. Kennedy reviewed the details of each phase of the plan mentioned above. He said that the plan is aggressive, but realistic, and he is confident that this plan will work.

Mr. Kennedy answered questions from the Board members. He thanked the Board for their support.

#### **B. 2009 – 2010 SAT Results**

Dr. Fishman stated that there were mixed results on the SAT for 2009-2010. She said that students exceeded the state and national averages in critical reading, outperformed national averages, but fell below state averages in writing, and fell below state and national averages in math.

Mr. Kennedy reviewed the report that he prepared for the SAT covering the past four years (2007 – 2010). He noted that, with the exception of the Class of 2009, the SAT scores are similar each year from 2007 - 2010.

Mr. Kennedy stated that the Board's support of the free PSAT test for 11<sup>th</sup> graders that would like to take it has made a huge difference in helping the participation rate to continue to grow.

There were no questions from the Board.

### **C. Revised Class Schedule at Stafford High School**

Dr. Fishman stated that in response to a NEASC recommendation, the high school class schedule was revised this year. She said that six minutes were found by moving homeroom from first period of the day to between B and C periods. In addition, one period per day was shortened to 34 minutes. In this way, there is one 58 minute period each day.

Mr. Kennedy stated that when the NEASC visiting team was out to visit the high school, there was a recommendation that we “adopt a schedule that is driven by the school’s mission and expectations for student learning and shall support the effective implementation of the curriculum, instruction, and assessment...” and “adopt a (scheduling) model that fully supports the achievement of the school’s mission and expectations for student learning”. He said that this was a very important recommendation, and if the school didn’t make some changes in this area, they would be remiss.

Mr. Kennedy stated that this year he tweaked the schedule more so than is usually done each school year. However, he stated that there are still seven periods per day, and the order of classes stays the same each day. He said that there are students and staff that are unhappy with the new schedule, mainly due to having homeroom later in the day.

Mr. Kennedy said that this is not the schedule that they anticipate having forever. However, he will be looking at this schedule next semester to see what has worked and what hasn’t. He said that the Schedule Committee is researching different types of schedules. He will be surveying faculty and students again at the mid-point of the school year and at the end of the school year. Additionally, a parent letter was sent home stating that parents will have an opportunity to have input. He said that there isn’t a perfect schedule, so they need to determine which schedule will help most of the students most of the time. It’s about what works best for the students in the classroom.

Mr. Kennedy answered questions from the Board members.

Mr. Thomas Szymanski, Student Representative said that he worked with Mrs. Glover, High School Guidance Counselor, to create a survey using Survey Monkey, which was e-mailed to the students at the high school. The survey consisted of ten questions. Using data from Juniors (27 responded) and Seniors (16 responded), most of them did not like the schedule and found it confusing. He said that another survey will be taken at the end of the first semester and at the end of the school year. He said that one of the biggest complaints students had was that homeroom was shorter, which is when many of the clubs would go around and seek donations, etc.

Mr. Kennedy interviewed six students regarding the schedule about two weeks after school started. He reviewed the responses with the Board.

The Board requested an update regarding the schedule at the end of the school year. Mr. Kennedy stated that he may also be coming forward with a formal proposal during budget time for a different scheduling model at the high school.

**E. Student Attendance Report- 9/9/10**

Dr. Fishman stated that our attendance numbers are slightly above where we were last year at this time (1843 students last year vs. 1855 this year). She said that our district's official enrollment will be taken on October 1, 2010.

Board members asked how the magnet school and vocational school enrollments have affected our attendance numbers. Dr. Fishman stated that the numbers have stayed small, so they have not really affected our enrollment numbers. She said that the small number of students attending the magnet schools is probably due to the economy, because the district does not transport to magnet schools.

**F. Head Start Report for July and August 2010**

Dr. Fishman reviewed the Head Start grant report for July and August, 2010, with the Board, as prepared by Mrs. Meg Devlin, Financial Analyst. She said that the Basic Head Start grant fund is \$51,578, which reflects a COLA adjustment of \$1,045, which was awarded on July 19, 2010. There were no expenditures registered to the Basic Head Start grant for the months of July and August, since school was not in session.

Dr. Fishman stated that the Early Head Start grant program continues to be held during summer months, that the grant time period is for January 18, 2010, through September 29, 2010, and that the grant amount total is \$49,306. Due to the district's fiscal year beginning on July 1, 2010, \$24,216 remaining of the total grant funds of \$49,306 is reported as being carried over. Of this amount, \$10,789 has been expended or encumbered during July and August.

Dr. Fishman stated that the Quality Improvement Head Start grant is for the time period of July 1, 2009, through September 30, 2010, in the amount of \$6,803. The remaining balance of this one-time grant for staff professional development is \$14, which Mrs. Devlin noted has now been spent.

**Item VII. Public Forum**

A member of the audience made a comment about her child's experience in English class and how well it prepared him for college. The same member of the audience asked Mr. Kennedy what he would do if the State decides to implement a later start time for students because they need more sleep.

**Item VIII. Old Business**

**A. Review and Possible Approval of the Stafford 2010 Capital Projects Initiative**

Mr. Szymanski stated that he doesn't feel that the Board should be endorsing a bonding package that includes many projects that are not under the jurisdiction of the Board of Education. He said it is unfortunate that there are many projects grouped together with one project that the Board has a vested interest in. Additionally, he noted that the Board has not approved the plan for the classroom space at the Witt School. Mr. Fontanella stated that Mr. Krol did not include the reimbursement rate for the classrooms into his numbers. Mr.

Szymanski stated that he does not see the value in making a comment on the bonding package at this time.

Mrs. Finch asked if the project costs that were quoted by Mr. Krol were for a “renovate as new” project, since that is what would be necessary for classrooms and school district offices. Dr. Fishman and Mrs. Bradway said that the costs quoted are for a “renovate as new” project and that the project must be done that way in order to get State Department of Education reimbursement.

Mrs. Fowler expressed her concern regarding what would be communicated to the public if the Board endorsed any part of the bonding package. Even if the Board were only to endorse moving the Board of Education offices to a more suitable location, she was concerned that it would be communicated that the Board endorses the entire package.

Mr. Szymanski made a motion, seconded by Mrs. Finch, that the Board not take any action on this item. Mrs. Finch, Mrs. Fowler, and Mr. Szymanski voted for the motion. Mr. Fontanella and Mrs. Bradway opposed the motion. The motion carried.

## **Item IX. New Business**

### **A. Head Start Governance Report and Approval of 2011 – 2012 Grant**

Dr. Elliott presented a review of the Head Start governance model to the Board. She reviewed the following points:

- The Role of the Governing Board
- The Board of Education Responsibilities
- Self-Assessment Strengths
- 2011 – 2012 Head Start Goal Areas for Stafford

Mrs. Finch made a motion, seconded by Mrs. Fowler, that the Board of Education approve the 2011 – 2012 Head Start grant, as presented. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, and Mr. Szymanski voted for the motion, which carried.

### **B. Acceptance of Stafford High School Building Project (#134-0049) as Complete**

Mrs. Fowler made a motion, seconded by Mrs. Bradway, that the Board of Education accept the Stafford High School as a completed building project (#134-0049) from the Stafford School Building Committee. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, and Mr. Szymanski voted for the motion, which carried.

### **C. Review and Possible Approval of Stafford High School and Stafford Middle School Fundraisers**

Mrs. Finch made a motion, seconded by Mrs. Bradway, that the Board of Education approve the 2010 – 2011 school-based fundraisers for Stafford Middle School and Stafford High School, as presented. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, and Mr. Szymanski voted for the motion, which carried.

**D. Review and Possible Approval of Revision to Board Policy 4221- Per Diem and Long-Term Substitute Pay- School Nurses**

Dr. Fishman provided the Board members with a copy of Board Policy 4221- Per Diem and Long-term Substitute Pay- School Nurses. She noted that the district has been paying substitute nurses \$75.00 per diem since 2005, while districts in surrounding towns pay from \$123.50 – \$182.00 per diem. She stated that the district was able to get by with \$75.00 per diem in the past because we had a couple of retired nurses willing to help the district for that pay rate. However, this resource is no longer available.

Dr. Fishman reviewed the substitute pay rate by district chart with the Board. She stated that she is recommending \$150.00 per diem to compete with surrounding towns. Board members had questions regarding the number of days nurses are typically out and how much this increase in pay rate would cost the district over the next school year.

Mrs. Fowler made a motion, seconded by Mrs. Finch, that the Board of Education approve the change to Board policy 4221-*Per Diem and Long-Term Substitute Pay-School Nurses* to read “Commencing the 2010-2011 school year, per diem substitute nurses will be paid at a rate of \$150 per day.” Mrs. Bradway, Mrs. Finch, Mrs. Fowler, and Mr. Szymanski voted for the motion, which carried.

**Item X. Personnel Matters**

**A. Appointment- Certified Staff Member**

Mrs. Bradway made a motion, seconded by Mrs. Fowler, that the Board of Education appoint the following candidate for a teaching position, as follows:

NAME	CERTIFICATION AREA	SCHOOL/ ASSIGNMENT	REPLACING/ NEW	SALARY	EFFECTIVE DATE
Michalak, Robert	Technology Education (Durational Shortage Area Permit)	Stafford High School / Technology Education Teacher	Titus, J. (Transferred)	\$46,403.00 (MA, Step 4)	8/25/10

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

**Item XI. Student Matters**

There were no Student Matters.

**Item XII. Adjournment**

Mr. Szymanski made a motion, seconded by Mrs. Fowler, to adjourn. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, and Mr. Szymanski voted for the motion, which carried. The meeting adjourned at 10:19 p.m.

**Respectfully submitted,**

**Christine C. Marinelli, Recording Secretary**

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**Mark Fontanella, Chairperson**

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**Sandra Fowler, Secretary**

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