

Board of Education Regular Meeting
Monday, February 27, 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- February 6, 2012
- IV. Treasurer's Report
 - IV.A. Bills, 2/14/12- \$487,798.11
 - IV.B. Grants, 2/14/12- \$3,347.09
 - IV.C. Grants, 2/17/12- \$780.02
- V. Correspondence
- VI. Board Reports
 - VI.A. Report from Student Representative
 - VI.B. Budget Committee
 - VI.C. Curriculum Committee
 - VI.D. Policy Committee
 - VI.E. Negotiation Committee
- VII. Superintendent Reports
 - VII.A. Presentation- Freshmen House at Stafford High School
 - VII.B. Update on the Revised Mid-Year Exam Schedule at Stafford High School
 - VII.C. Presentation- IEA, Tutoring Program(s) and Credit Recovery
 - VII.D. Recommendation of the Preschool Steering Committee
- VIII. Old Business
- IX. New Business
 - IX.A. Review of New and Approval of Revised Board Policies
 - IX.B. Update on 2011 - 2012 School Calendar
 - IX.C. Review and Possible Approval of the 2012-2013 School Calendar
 - IX.D. Discussion and Approval of Proposed 2012 - 2013 Itemized Estimate of the Cost of Maintenance (Budget) for the Stafford Public School District
- X. Public Forum
- XI. Personnel Matters
 - XI.A. Resignations- Certified Staff Members
 - XI.B. Mid-Year Evaluation of Superintendent of Schools (Executive Session Anticipated)
- XII. Student Matters

**Regular Meeting
Stafford Board of Education
Stafford Elementary School
February 6, 2012**

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

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. Robert Butler, III, Director of Building Services
Mr. Evan Cummins, Student Representative
Mrs. Meg Devlin, Business Manager
Mr. Dean Fortin, IT Network Coordinator
Mr. Damian Frassinelli, Director of Athletics and Recreation
Ms. Shelley Michaud, Principal, West Stafford School
Mr. Marco Pelliccia, Principal, Stafford High School
Dr. Maureen Ryan, Principal, Staffordville School
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 7:04 p.m. A quorum was established.

Item II. Pledge of Allegiance

Dr. Collin led the Board in the Pledge of Allegiance.

Item III. Secretary's Report- Approval of Minutes

Regular Meeting, January 23, 2012

A consensus of the Board approved the Secretary's Report for the regular meeting held on January 23, 2012, as presented.

Item IV. Treasurer's Report

Bills- 2/1/12, \$77,936.14
Grants- 2/1/12, \$4,610.33

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

Item V. Correspondence

There was no Correspondence.

Item VI. Board Reports

A. Report from Student Representative

Mr. Cummins summarized the report that he prepared for the Board, which was included in the electronic Board packets. The following topics were included in the report:

- Sports Update
- Music and Drama Update
- General Information

Mr. Cummins also distributed to the Board members a flyer for a PIE fundraiser and tickets to the district concert.

B. Budget Committee

1. Schedule Budget Committee Meeting(s)

Mr. Szymanski reported that there is a newly formed budget committee. The budget committee members are Mr. Szymanski, Chairperson, Mrs. Fowler and Ms. Morhardt. Mr. Szymanski proposed that the committee schedule a meeting within the next week. The committee members agreed on a date, as follows: Thursday, 2/16/12, at 7 p.m., at the Pinney Administration Building.

C. Curriculum Committee

The curriculum committee members are Mrs. Rummel, Mrs. Walsh and Ms. Shegogue. Mrs. Rummel reported that the curriculum committee would hold its first meeting on Friday, 2/17/12, at 7:40 a.m.

D. Policy Committee

The policy committee members are Mrs. Fowler, Chairperson, Mrs. Finch, Ms. Morhardt and Mrs. Rummel (alternate). Mrs. Fowler reported that the committee has a meeting scheduled on Thursday, 2/9/12, at 7:30 a.m.

E. Negotiation Committee

Mrs. Rummel reported that the negotiation committee met with members of the CSEA negotiation committee on Monday, 1/23/12, at 6 p.m. She reported that the next meeting is scheduled for Monday, 3/19/12.

Item VII. Superintendent's Reports

A. English Language Learner (ELL) Results for Stafford's Annual Measurable Achievement Objectives (AMAO) as Required Under Title III, No Child Left Behind (NCLB) Regulations

Dr. Collin reported that school districts that receive Title III funds must meet three targets relative to Annual Measurable Achievement Objectives (AMAO) in order to continue to be eligible for the federal funding.

She stated that the three targets are, as follows:

- Yearly progress in learning English;
- Attainment of English language proficiency on the Language Assessment System (LAS Links); and
- Academic standards in English language arts and mathematics.

Dr. Collin reported that as a member of the EASTCONN consortia, Stafford Public Schools has met the targets relative to AMAO for the 2010-2011 school year and thus was congratulated by the Connecticut State Department of Education. She said that Stafford will continue to be eligible to receive funds as long as the federal government continues to provide them. Board members were provided with copies of the notification from the State and the letter, which was mailed to all parents/guardians of English Language Learners.

B. Continuation of the Presentation of the Proposed 2012 – 2013 Itemized Estimate of the Cost of Maintenance for the Stafford Public School District (Ovation Benefits, Technology Department and Athletic Department)

Dr. Collin presented an overview of the proposed 2012 – 2013 Itemized Estimate of the Cost of Maintenance (the budget) for the Stafford Public School District, as prepared by the administration, at the Board meeting held on Monday, January 23, 2012. The budget presentation is posted in its entirety on the district's web site at www.stafford.k12.ct.us.

At the February 6 meeting, Dr. Collin reviewed the costs summary, the budget development process and the timeline of the approval process. She stated that representatives from Ovation Benefits would be giving a brief presentation to explain the increase in health insurance costs for 2012 – 2013, and that Mr. Frassinelli, Director of Athletics and Recreation, Mr. Fortin, District IT / Network Coordinator and Mr. Butler, Supervisor of Building Services, were present to answer questions from Board members regarding their respective budgets.

Ms. Bailey and Mr. Dauphinee from Ovation Benefits provided a handout to the Board members. They explained that at this time, the district is looking at a 6% increase in the cost of the self-funded insurance for 2011 – 2012, and noted that the 6% increase includes the claims, the increase in the premium for the stop-loss insurance and the administrative fees. They stated that had the district stayed with the fully insured plan, the increase would be in the range of 11 – 12%. Lastly, they reported that they put the stop-loss insurance out to bid in hopes that Anthem will reduce the percentage of increase.

Mr. Frassinelli presented a brief overview of the athletics budget. Mrs. Fowler had a question regarding the variance in the transportation budget line. Mr. Frassinelli said that the increase in

transportation is due to the change in the schedule of games for next year (SHS must travel to more schools that are a distance away). Mr. Frassinelli also clarified that \$2,000 is for the unified sports team and \$6,000 is for the high school and middle school teams.

Mr. Frassinelli expressed his appreciation for the support the Booster Club has given to the athletic department over the years.

Mr. Bednarz reviewed the technology budget in detail.

Dr. Collin presented an overview of the capital improvements anticipated for 2012 – 2013. Mr. Butler was present to respond to questions from Board members.

Item VIII. Public Forum

A member of the audience was concerned that the district spent so much time reviewing a proportionately small (1/3 of 1% of the total dollars to be spent) section of the budget. He asked if the district had a long-range plan to reduce teacher salaries, which constitutes a large portion of the increase.

A member of the audience replied that Stafford, like every small town, unfortunately, has to pay for the education of their children through property taxes. She noted that reducing teachers' salaries isn't the answer, as the teachers in Stafford work very hard for the money that they receive.

A member of the audience commented that rather than cutting the budget, more effort should be made to get people out to vote "yes". She said that the same number of "no" votes show up at each referendum, so if more people who support education show up to vote, there would be no need for cuts to the budget.

A member of the audience commented that there is a very strong pro-education group in Somers and that Stafford could benefit from such a group.

Item IX. Old Business

There was no Old Business.

Item X. New Business

A. Acceptance of Donation from Travelers Community Connections Campaign

Dr. Collin stated that According to BOE Policy 3280 Business and Non-Instructional Operations: Gifts, Grants and Bequests, *The Board of Education may accept on behalf of and for the schools any bequest or gift of money or property for a purpose deemed by the Board of Education to be suitable, and to utilize such money or property so designated. . . . All gifts shall be accepted for the school district as a whole, and not for a particular school. At the discretion of the Superintendent, the gift may be used for a particular school.*

She said that as part of an employer's giving campaign, Mrs. Theresa Owens, the grandparent of children who currently attend West Stafford School, selected the school to be the recipient of her matched donation of \$120. Dr. Collin said that because Mrs. Owens' intention was to make a donation to the West Stafford School for use in its library/media department, she requested that

the Board accept the donation, which she would then grant to the school for the intended purpose.

Mrs. Finch made a motion, seconded by Ms. Morhardt, that the Board of Education accept the monetary donation in the amount of \$120.00 from Travelers Community Connections on behalf of Mrs. Theresa Owens for the use in West Stafford School's library/media department. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

B. Review and Possible Approval of Participation in the University of Connecticut Research Study

Dr. Collin reported that in accordance with BOE Policy 6162.51, Instruction: Surveys of Students (Student Privacy), *Surveys conducted for other agencies, organizations or individuals must have the recommendation of the Superintendent of Schools and the approval of the Board of education as to content and purpose. The results of such approved surveys must be shared with the Board of Education.*

She said that as is indicated in the memorandum from Mr. Michael Bednarz, Director of Curriculum & Instruction, Dr. Donald Leu, Endowed Chair in Literacy & Technology at UConn's Neag School of Education, is currently conducting a research study entitled, "Assessing Online Reading Comprehension: The ORCA Project," which is funded by the U.S. Department of Education. She noted that the research study is intended to be conducted on 40 seventh-grade students at Stafford Middle School and that Stafford Public Schools would benefit from its participation in the study while contributing to this field of research.

Dr. Collin stated that if participation in the study was approved by the Board, Stafford Public Schools would adhere to all aspects of the BOE Policy relevant to this research, including dissemination of the research study results to the Board of Education. She said that the study would begin after the conclusion of the CMT and CAPT administration.

Mrs. Finch made a motion, seconded by Ms. Morhardt, that the Board of Education approve of the Stafford Public School District's participation in the University of Connecticut's research study entitled, "Assessing Online Reading Comprehension: The ORCA Project," as presented. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried.

Item XI. Personnel Matters

A. Resignation- Administrative Staff Member

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

Name	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Maureen Ryan	Principal	Staffordville School	6/30/12	Personal

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

B. Appointments- Administrative Staff Members

Ms. Shegogue made a motion, seconded by Mrs. Finch, that the following candidates for administrative positions be appointed as follows:

NAME	CERTIFICATION AREA	SCHOOL/ ASSIGNMENT	REPLACING/ NEW	SALARY	EFFECTIVE DATE
Buonome, Gregory	092 (Intermediate Administration or Supervision)	Stafford Middle School / Assistant Principal	Marco Pelliccia	\$106,502 (Step 1, pro-rated)	2/7/12
Michaud, Shelley	092 (Intermediate Administration or Supervision)	West Stafford School / Principal	Marcia Elliott	\$110,662 (Step 1, pro-rated)	2/7/12
Pelliccia, Marco	092 (Intermediate Administration or Supervision)	Stafford High School / Principal	Francis Kennedy	\$127,914 (Step 5, pro-rated)	2/7/12

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

C. Resignation- Certified Staff Member (This item was added to the agenda.)

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

Name	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Claire Niederwerfer	Elementary Teacher	West Stafford School	June 30, 2012	Retirement

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

Item XIII. Student Matters

There were no Student Matters.

Item XIV. Adjournment

Ms. Morhardt made a motion, seconded by Mrs. Rummel, to adjourn. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, Ms. Shegogue, Mr. Szymanski and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 9:08 p.m.

Respectfully submitted,

Christine C. Marinelli, Recording Secretary

Sandra Fowler, Chairperson

Tracy Rummel, Secretary