

**Regular Meeting
Stafford Board of Education
Pinney Administration Building
Monday, August 18, 2008**

Board Members Present: Mr. Mark Fontanella, Chairperson
Mrs. Sandy Fowler, Secretary
Mrs. Lisa Bradway
Mrs. Lisa Finch
Mrs. Tracy Rummel
Ms. Patricia Saunders
Ms. Julie Stafford

Also Present: Dr. Thérèse G. Fishman, Superintendent of Schools
Mr. Michael Bednarz, Director of Curriculum and Instruction
Mrs. Meg Devlin, Financial Analyst
Ms. Jill Gregori, Business Manager
Mr. Jim Kavanagh, Network Coordinator
Mrs. Lynn Reedy, Technology Integration Specialist

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

ITEM I. Secretary's Report – Approval of Minutes

Special Meeting, July 15, 2008
Regular Meeting, July 21, 2008

A consensus of the Board approved the Secretary's Report as presented for the special meeting held on July 15, 2008, and the regular meeting held on July 21, 2008.

ITEM II. Treasurer's Report

A. Report on Bills

Bills:

July 23, 2008	\$220,731.75
July 30, 2008	\$140,200.98
August 5, 2008	\$404,160.89
August 13, 2008	\$328,734.97

Grants:

Federal Grants	June 30, 2008	\$ 77,976.70
State Grants	June 30, 2008	\$ 11,943.37
State Grants	July 15, 2008	\$ 5,425.60
State Grants	July 18, 2008	\$ 53,350.00
Federal Grants	July 28, 2008	\$ 3,562.74 (Encumbered)
State Grants	July 28, 2008	\$ 8,870.10 (Encumbered)
State Grants	July 30, 2008	\$ 290.26 (Encumbered)
Federal Grants	July 30, 2008	\$ 13.01 (Encumbered)

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

ITEM III. Correspondence

Mr. Fontanella introduced Mrs. Meg Devlin, who is the new financial analyst for the district. The Board welcomed Mrs. Devlin.

ITEM IV. Board Reports

There were no Board Reports.

ITEM V. Superintendent's Reports

A. Update on Elementary Science Units, Mr. Michael Bednarz, Director of Curriculum and Instruction

Dr. Fishman stated that the district's elementary science units were well able to prepare students for the fifth grade Connecticut Mastery Test (CMT) science test. She informed the Board that all of the units that were needed were in place; however it was determined that it was best to shuffle the units to different grade levels. Dr. Fishman introduced Mr. Bednarz, Director of Curriculum and Instruction, who continued the presentation.

Mr. Bednarz began by thanking Mr. Dave Bartlett, Assistant Principal at Stafford Elementary School, for his work on this project at the district level and for securing a grant to help with the cost of the project. Mr. Bednarz reported that he and the members of the science curriculum team, in collaboration with science consultants from EASTCONN, determined that the elementary science units that the district had in place would serve students better if some of them were moved to different grade levels. Mr. Bednarz referred the Board to the chart that he provided in their packet. The science units were moved to align them directly to the Connecticut State Department of Education's (CSDE) Science Framework.

Board members questioned how we would be compensating for students that would be repeating the same material and / or missing material. Mr. Bednarz stated that the content can't be made up, but that the students would be receiving enrichment in the area being repeated. He said that since the butterfly unit is very popular, for example, teachers would do their best to offer it, but not at the expense of other material. Board members wanted to be sure that this same information is shared with all of the teachers.

Mr. Bednarz updated the Board on the implementation status of the new scope and sequence for science units in grades 1-5. He stated that through the new competitive grant, Eastern Connecticut Science Consortium (ECSC), the district will receive science kits and EASTCONN will provide training. Additionally, stipended science facilitator positions for grades 1-5 have been created to help with the implementation of the new model. These facilitators will be working with Mr. Bartlett. The funding for these positions will be provided by the grant as well.

Mrs. Fowler asked when the Board would receive an update. Mr. Bednarz said that he could provide an update in December, with reports from the grade level facilitators and then he would provide a complete report at the end of the year.

B. Annual Status Report for the Technology Plan, Mr. Michael Bednarz, Director of Curriculum and Instruction

Dr. Fishman stated that every year the district has to give a report on the status of the technology plan, which must be filed with the State. She noted that an EASTCONN consultant helps the district with this process. She also noted that this is the third year of the plan. Dr. Fishman introduced Mr. Bednarz, Director of Curriculum and Instruction, who continued the presentation.

Mr. Bednarz stated that as part of an annual review process, he and Ms. Jane Cook, EASTCONN Educational Technology Specialist, meet to assess the district's progress on the Technology Plan (2006-2009). He noted that there are over one hundred and twenty action steps in our plan and that there were impressive accomplishments last year in the technology department, despite many challenges. Mr. Bednarz reviewed some of the accomplishments of the past year, as follows:

- Installed a total of 201 new workstations and 4 laptop carts (96 computers). This included the physical setup and configuration of the operating system as well as the installation of all necessary educational software.
- Installed all new switches at the High School and SES, including setting up connectivity to all classrooms and necessary locations, and a new fiber backbone at Stafford Middle School, as well as several new gigabit switches.
- Installed new Cisco 4506 switch at the High School to accommodate V-brick and future switch to Cox communications for our building to building infrastructure.
- Installed new Cafeteria servers and Point of Sale terminals at the High School, Middle School and SES.
- Updated Novell operating system at the High School, Middle School, West Stafford, and Staffordville. Moved all teachers' and students' identities and directories to correct servers and organizations. Updated all passwords and rights to home directories for all teachers, students, office personnel and administrators.
- Installed Mimio software in all classrooms at the High School, Elementary School and a significant number of classrooms at the Middle School.
- Updated all district workstations to include Microsoft Office 2007, all current Windows updates, and the latest version of the Novell client.
- Installed software, such as Lexia Reading at West Stafford, Staffordville, and Stafford Elementary schools, RM Math software at the High School, Holt social studies at the High School, and Harcourt social studies, grades 4 and 5 at Stafford Elementary School

Mr. Bednarz stated that during the 2007- 2008 school year over \$55,000 in grant funds were used to purchase hardware, software, and professional development. He also noted that despite being without a Technology Integration Specialist for the entire 2007- 2008 school year, progress was made in providing training to staff to utilize the new interactive whiteboards at SES, SMS, and SHS.

Mrs. Rummel asked if the V-brick technology was up and running. Mr. Kavanagh stated that it was at the high school and at Stafford Elementary School, but that they were still working on the middle school's connection.

Mrs. Rummel asked if there were any conversations with the public library regarding their operating system and software and if there would be any compatibility issues between the schools' recently updated software. Dr. Fishman stated that she would check on this.

Mr. Bednarz introduced Mrs. Lynn Reedy, the district's new Technology Integration Specialist. Mrs. Reedy stated that she worked with the district last year for about twenty days as an outside consultant. She noted that during that time she worked mostly on Mimio lessons.

Mrs. Reedy informed the Board that she has sent a survey to teachers to gain insight as to what teachers are most interested in working on this year. Mrs. Reedy also noted that she has over one thousand Internet resources on her website, www.lynnreedy.com. Mrs. Reedy stated that she is working on a page for the district's website.

Ms. Stafford asked if it would be possible to find a way to help parents learn about the technology that their children are using in school so that parents are better able to support students at home.

Mr. Fontanella asked about the timeline to update the Technology Plan. Mr. Bednarz stated that the State is still waiting for information from the Federal Government. He said that he is hopeful that in the fall he can start assembling a committee to start with the revision process.

C. Update on Oil and Diesel Prices

Dr. Fishman stated that at the beginning of the summer, the price per gallon for oil was \$4.17. She stated that the price has been dropping and was at \$3.44 on Friday, August 15. The price as of Monday, August 18, was back up to \$3.50 per gallon, but Dr. Fishman stated that she heard on the radio that a barrel of oil hit its lowest price in months. She is hopeful that the price will drop further. The district budgeted \$3.00 per gallon for oil in the 2008 – 2009 budget.

Mrs. Devlin stated that this year it is possible for the district to lock in prices for oil in increments of gallons. Ms. Gregori noted that the district is taking delivery this week of the balance of last year's oil at the locked-in price of \$2.41 per gallon.

ITEM VI. Public Forum

There were no questions or comments.

ITEM VII. Old Business

A. Review and Possible Approval of Revised Board Policies 4112.5- Security Check / Fingerprinting; 4112.6- Personnel Records; 4220- Non-Certified Substitutes- Terms of Employment; 5141.21 (a)-(b) Policy and Regulation- Administration of Medicines by School Personnel; and Stafford Public Schools' Acceptable Use Policy

Mrs. Finch made a motion, seconded by Ms. Stafford, that the Board of Education adopt revised Board policies 4112.5- Security Check / Fingerprinting; 4112.6- Personnel Records; 4220- Non-Certified Substitutes- Terms of Employment; 5141.21 (a)-(b) Policy and

Regulation- Administration of Medicines by School Personnel; and Stafford Public Schools' Acceptable Use Policy, as presented. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

B. Review and Possible Approval of New Board Policies 0521.2- Commitment to Religious Neutrality (Prayer in the Schools); 1325 (a)-(b) Policy and Regulation- Advertising, Promotion, and Commercial Activities; 3516.5(a)-(d)- Sexual Offenders on School Property; 3520.1 (a)-(b) Policy and Regulation- Information Security Breach and Notification; 3520.11 (a)-(b)- Electronic Information Security; 4112.51 Policy and Regulation- Reference Checks; 5131.61- Inhalant Abuse; 5131.62- Alcohol, Drugs and Tobacco / Steroid Use; 5144.1 (a)-(e)- Use of Physical Force / Physical Restraint(s) / Seclusion; 6160 (a)-(b)- Educational Resources and Materials; Pre-kindergarten Class Size Policy; and Exposure to Infectious Diseases Policy

Mrs. Finch made a motion, seconded by Ms. Stafford, that the Board of Education adopt new Board policies 0521.2- Commitment to Religious Neutrality (Prayer in the Schools); 1325 (a)-(b) Policy and Regulation- Advertising, Promotion, and Commercial Activities; 3516.5(a)-(d)- Sexual Offenders on School Property; 3520.1 (a)-(b) Policy and Regulation- Information Security Breach and Notification; 3520.11 (a)-(b)- Electronic Information Security; 4112.51 Policy and Regulation- Reference Checks; 5131.61- Inhalant Abuse; 5131.62- Alcohol, Drugs and Tobacco / Steroid Use; 5144.1 (a)-(e)- Use of Physical Force / Physical Restraint(s) / Seclusion; 6160 (a)-(b)- Educational Resources and Materials; Pre-kindergarten Class Size Policy; and Exposure to Infectious Diseases Policy, as presented. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

ITEM VIII. New Business

A. Review and Possible Approval of Athletic Trainer Proposal

Dr. Fishman reported that the new athletic trainer proposal is from Athletic Trainer Solutions, a group in Wallingford, CT, with a satellite in this area. She stated that both Mrs. Devlin, Financial Analyst, and Mr. Frassinelli, Director of Athletics and Recreation, approve of this proposal.

Mrs. Rummel asked which games would be covered and if it would be the same as the Johnson Memorial Hospital coverage. Dr. Fishman stated that Mr. Frassinelli indicated that it was equal coverage, but that she would ask him to provide a chart of which games would be covered.

Ms. Stafford made a motion, seconded by Mrs. Bradway, that the Board of Education approve Athletic Trainer Solutions, LLC to provide athletic trainer services to the Stafford Public Schools for 2008 – 2009. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

Mrs. Rummel made a motion, seconded by Ms. Stafford, that the Board of Education authorize Thérèse G. Fishman, Superintendent of Schools, to sign the one year agreement with Athletic Trainer Solutions, LLC for athletic services to the Stafford Public Schools for

2008 – 2009. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

B. Final Transfers- 2007 - 2008

Mrs. Finch made a motion, seconded by Ms. Saunders, that the Board of Education approve the following transfers:

From the 200 code: \$20,200 to the 100 code
 From the 200 code: \$16,800 to the 600 code
 From the 300 code: \$43,600 to the 600 code
 From the 400 code: \$20,000 to the 600 code
 From the 500 code: \$22,000 to the 600 code
 From the 700 code: \$ 7,600 to the 600 code
 From the 800 code: \$500 to the 600 code.

Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

C. Review and Possible Approval of Revised Board Policies 5114 (a) – (l)-Removal / Suspension / Expulsion; 5131.911 (a) – (c) Policy, Regulation, Form and Appendix- Hazing / Bullying; and 6140- Curriculum

Dr. Fishman explained that the policies that were being presented in this batch were just received from the CAFE policy service. She noted that these policies were existing Board policies that had been modified by CAFE to comply with new State laws. Dr. Fishman requested that the Board adopt these policies after only one review, so that they could be distributed to parents in a timely manner.

Mrs. Finch made a motion, seconded by Mrs. Bradway, that the Board adopt revised Board Policies 5114 (a) – (l)-Removal / Suspension / Expulsion; 5131.911 (a) – (c) Policy, Regulation, Form and Appendix- Hazing / Bullying; and 6140- Curriculum, as presented. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

D. Approval of New Signatories for Checking Accounts

Mrs. Bradway made a motion, seconded by Mrs. Rummel, that the Board of Education approve the Board Chair, the Board Secretary, and the Financial Analyst as signatories for two checking accounts held by New Alliance Bank and the Bank of America. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

E. Disposition of Bid- Desktop Computers

Mrs. Finch made a motion, seconded by Ms. Saunders, that the Board of Education reject all bids opened on August 13, 2008. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

Mrs. Finch made a motion, seconded by Mrs. Bradway, that the Board of Education award the bid for desktop computers to Hewlett Packard, for model HPDC7800, under the State of Connecticut bid program, at \$639 per desktop. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

Board members asked if the district would be able to buy more computers, since we would be purchasing the computers at less than the budgeted cost. Ms. Gregori said that we would be purchasing all of the computers in the budget, and the savings would be used to off-set last year's shortfall.

ITEM IX. Personnel Matters

A. Resignations- Certified Staff Members

Mrs. Bradway made a motion, seconded by Mrs. Rummel, to accept the resignation of the following staff members:

Name	Position	School	Effective Date	Reason
Bachiochi, Dana	Art Teacher	Stafford High School	8/1/08	Retirement.
Clay, Mary Ellen	Special Education Teacher	Stafford High School	7/19/08	To accept another teaching position.

Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

B. Appointments- Certified Staff Members

Mrs. Finch made a motion, seconded by Mrs. Fowler, to appoint the following candidates for teaching positions as follows:

Name	CERTIFICATION AREA	SCHOOL/ ASSIGNMENT	REPLACING/ NEW	SALARY	EFFECTIVE DATE
Curry, Cynthia	English, 7-12 (015); Remedial Reading & LA, 1-12 (102)	Stafford High School / Reading Teacher	New (in place of an eliminated special education position)	\$68,826.00 (MA, Step 13)	8/21/08
O'Brien, Theresa	Elementary, K-6 (013); Remedial Reading & LA, 1-12 (102)	West Stafford School / Remedial Reading and Math Teacher, .50 FTE	Gloria Krol	\$30,803.00 (6 th Year, Step 10, .50 FTE)	8/21/08

Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

Mrs. Finch made a motion, seconded by Mrs. Bradway, to place items **IX.C.- Superintendent of Schools' Evaluation (Executive Session Anticipated)**, **IX.D.- Negotiation Strategies- Stafford Administrators' Association Contract 2010-2013 (Executive Session Anticipated)**, and **Item. X.A.- Reconsideration Regarding the Expulsion Hearing of Student D (Executive Session Anticipated)** into executive session and to revise the order to IX.D, X.A., and IX.C. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

The Board took a brief recess at 8:55 p.m.

Mrs. Finch made a motion, seconded by Mrs. Fowler, to enter executive session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried. The Board entered executive session at 9:20 p.m. The Board invited Dr. Fishman, Ms. Gregori and Mrs. Devlin to attend to address item IX.D.

Mrs. Finch made a motion, seconded by Mrs. Rummel, to return to regular session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried. The Board returned to regular session at 9:40 p.m.

C. Superintendent of Schools' Evaluation (Executive Session Anticipated)

This item was tabled until the next meeting.

D. Negotiation Strategies- Stafford Administrators' Association Contract 2010-2013 (Executive Session Anticipated)

No action was taken on this item.

Mrs. Fowler made a motion, seconded by Mrs. Finch, to enter executive session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried. The Board entered executive session at 9:48 p.m. The Board invited Dr. Fishman, Dr. Daniel Lefebvre, Director of Pupil Services, and Mrs. Christine Marinelli, Recording Secretary, to executive session.

Ms. Stafford made a motion, seconded by Mrs. Rummel, to return to regular session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried. The Board returned to regular session at 9:58 p.m.

ITEM X. Student Matters

A. Reconsideration Regarding the Expulsion Hearing of Student D (Executive Session Anticipated)

Ms. Stafford made a motion, seconded by Mrs. Fowler, that based on new information that was provided by school administration regarding the decision of Student D's PPT meeting held on August 16, 2008, the Board of Education agrees to rescind the expulsion of Student

D and to expunge all record of such expulsion. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried.

ITEM XI. Adjournment

Mrs. Finch made a motion, seconded by Mrs. Fowler, to adjourn the meeting. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Stafford and Ms. Saunders voted for the motion, which carried. The meeting adjourned at 10:03 p.m.

Respectfully submitted,

Christine C. Marinelli, Recording Secretary

Mark Fontanella, Chairperson

Sandra Fowler, Secretary

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