

**Regular Meeting
Stafford Board of Education
Pinney Administration Building
Monday, March 10, 2008**

Board Members Present: Mr. Mark Fontanella, Chairperson
Mrs. Sandy Fowler, Secretary
Mrs. Lisa Bradway, arrived at 7:05 p.m.
Mrs. Lisa Finch
Mrs. Tracy Rummel
Ms. Patricia Saunders
Ms. Julie Stafford

Also Present: Dr. Thérèse G. Fishman, Superintendent of Schools
Ms. Gillian Arnott, Music Teacher
Mr. Michael Bednarz, Director of Curriculum and Instruction, arrived at 7:15 p.m.
Dr. Marcia Elliott, Principal, West Stafford School
Mr. Damian Frassinelli, Director of Athletics and Recreation
Ms. Jill Gregori, Business Manager
Mr. Francis Kennedy, Principal, Stafford High School
Mrs. Paula Kuenzler, Principal, Staffordville School, arrived at 7:21 p.m.
Dr. Daniel Lefebvre, Director of Pupil Services
Mr. Marco Pelliccia, Assistant Principal, Stafford Middle School
Miss Cassandra Weed, Student Representative

The meeting was called to order at 7:03 p.m. A quorum was established.

ITEM I. Secretary's Report – Approval of Minutes

Special Meeting, February 25, 2008
Regular Meeting, February 25, 2008

A consensus of the Board approved the Secretary's Report for the Special and Regular meetings held on February 25, 2008, as presented.

ITEM II. Treasurer's Report

A. Report on Bills

Board Bills

February 27, 2008	\$304,908.25
March 5, 2008	\$ 38,902.08

A consensus of the Board approved the Board Bills as presented.

Mrs. Rummel asked if the Board could get a check register that details which account(s) each check was dispersed from. She would prefer that the account names be listed, rather than just

the account numbers, if possible. Ms. Gregori stated that she could provide that information from now on.

Mrs. Rummel asked if the Board had a contract with USA Trash. Ms. Gregori stated that we did not have a contract with USA Trash; however, up until recently, we were going month to month and USA Trash was honoring the prices that we were paying to Waste Management. Ms. Gregori has been negotiating with other companies to get a better price, as USA Trash has increased their rates. Ms. Gregori and Dr. Fishman explained that the district was also in the early stages of talks with the Town regarding better solutions for trash pick-up. Dr. Fishman said that she would update the Board.

ITEM III. Correspondence

There was no correspondence.

ITEM IV. Board Reports

Miss Weed reported on the following:

- ❖ The National Honor Society will be holding a blood drive on March 26, 2008
- ❖ The alumni basketball game will be held at Stafford High School on March 28, 2008, with the women playing at 6 p.m. and the men at 7:30 p.m.
- ❖ On Saturday, April 5, the Drama Club Boosters' Indoor Tag Sale will take place in the Stafford High School Cafeteria
- ❖ The High School Musical, *Peter Pan*, will be performed on May 1, 2 and 3, 2008
- ❖ The alumni concert will be held on Sunday, May 18, 2008
- ❖ The spring concert will be held on Wednesday, May 28, 2008
- ❖ There were still tickets available for the athletic boosters' dinner dance

Mrs. Finch remarked that the art show that she attended on Saturday, March 8, was great.

ITEM V. Superintendent's Reports

A. Eagle Scout Project Proposal- Mr. Timothy Dillon, Student , Stafford High School

This item was tabled.

B. Fall Sports Presentations

Mr. Damian Frassinelli, Director of Athletics and Recreation, introduced the fall sports team coaches, team captains and players that were present at the Board meeting. He stated that parents had requested more night games, which he was able to offer this year. This allowed more parents and students to attend the games.

Each team gave a brief overview of their season. The following is a list of coaches, team captains and players that were present:

Coach John O'Keefe and Nate Rossi, Boys Soccer; Hannah Hatch, Girls Soccer; Ryan Morgan, Field Hockey; Coach Dave Jedidian and Nick Lerch, Football; and Greg Burns, Cross Country.

Mr. Frassinelli stated that the athletic booster club has donated money to provide equipment for the new weight room.

Mr. Fontanella thanked the coaches and players for taking the time to attend the meeting.

C. Board of Education Appreciation

Dr. Fishman stated that March is Board of Education appreciation month and she thanked the Board of Education for their service to the district. Dr. Fishman presented each of the Board members with a book containing exemplary student work. She also stated that other exemplary student work was displayed around the room for Board members to view. She said that the seventh graders in Ms. Titus's classroom made some baked goods for the Board as well.

The Board took a brief recess at 7:35 p.m. to enjoy refreshments. The meeting was called to order at 7:45 p.m.

D. Update on the Music Program at Stafford Middle School and Stafford Elementary School

Dr. Fishman stated that at the Board of Education meeting on June 18, 2007, the revised music curriculum was presented to the Board members for their approval. At that time, Mrs. Cathy Rider, music teacher, spoke about changes to the music program for the upcoming school year. After that presentation, Board members had asked that a representative from the music department return to present the status of the changes at a future Board meeting. Dr. Fishman explained that the Board received a music department progress report, written by Mrs. Rider, in their Board packets. Mrs. Rider was unable to attend the Board meeting, due to a family obligation, but Ms. Arnott was present at the meeting to give the Board an overview of the changes and answer any questions that the Board members had.

As stated in Mrs. Rider's report, the instrumental portion of the music department was completely revamped this year. In the past, the recorder program was only offered in grade 4 and instrument lessons were only offered in grade 5. This year, the recorder program started in grade three and instrument lessons are offered in grades 4 – 8. Additionally, with the new curriculum implemented, second grade students should be more prepared to begin the recorder program. Ms. Arnott stated that this change has worked out very well and that the third graders really enjoy the responsibility of having an instrument, learning the music and performing.

At the middle school level, Mrs. Kleiner is giving sectional lessons to the middle school band students. Each student misses each subject one time during a six week period to attend lessons. Ms. Arnott stated that this is the first year that students were able to have lessons outside of band and that this program has also been working well.

Mrs. Bradway asked if Mrs. Kleiner was doing all of the lessons in grades 4 – 8. Ms. Arnott said that she was.

Mrs. Bradway asked if the middle school was planning on making any changes regarding the schedule and having all of the electives during the D Block, as that precludes students from being able to do more than one elective at a time. Mr. Pelliccia stated that the middle school was creative when working with the schedule to allow the band lessons. The middle school may be open to fitting in other electives in other blocks, if possible.

Mr. Bednarz stated that the changes made in accordance with this teacher driven initiative have had a positive influence on 220 students. He stated that the impact of the program was increased by reallocating existing resources.

Mrs. Rummel commented on how enthusiastically this was presented and how hard the teachers have worked to make these changes happen.

E. Financial Report through January 2008

Dr. Fishman stated that we have expended / encumbered 3% more of the budget through January 2008, when compared with January reports for 2005 – 2006 and 2006 – 2007.

Dr. Fishman stated that the 500 line, Other Purchased Services, is over-expended, which is due to the tuition line for out-placed students. She said that the over-expenditure will be addressed by Excess Cost Grant funds or a simple transfer at the end of the fiscal year. The two areas of the budget that have pushed the increase in the percentage of expenditures / encumbrances through January 2008 are bigger expenditures in maintenance and supply lines.

Mrs. Bradway had a question regarding the tuition line and the benefits line.

F. Head Start Report through January 2008

Dr. Fishman presented the Head Start report through January 2008, as prepared by Ms. Gregori, Business Manager. She stated that the Head Start grant for February 1, 2007, through January 31, 2008, including the renovation grant for West Stafford School, has been totally expended.

Dr. Fishman notified the Board that Jodie Jacaruso, CPA, of EASTCONN, completed the fiscal monitoring report for the Head Start grant. This report stated that there are no areas of concern that have to be addressed. Dr. Fishman thanked Ms. Gregori for her hard work.

Dr. Fishman stated that the Head Start grant would be reviewed by the federal Head Start monitoring team. Dr. Elliott stated that the visit began earlier that day and would continue through Wednesday.

G. Cafeteria Profit and Loss through January 2008

Dr. Fishman presented the cafeteria profit and loss statement through January 2008, as prepared by Mrs. Mary Folker, Food Service Coordinator, and reviewed by Ms. Jill Gregori, Business Manager. Dr. Fishman stated that with changes in the menu at Stafford High School, increased variety of à la carte snacks and additional entrées offered at Stafford Middle School, and with the stellar service at Stafford Elementary School, the cafeteria program shows an overall profit of \$8,404 through January 2008.

Mrs. Bradway stated that she had heard that some of the ladies in the high school kitchen have been asked to purchase their own supplies. She asked Dr. Fishman to investigate this matter.

Mrs. Rummel asked if there was going to be a rebate again this year from the healthy foods certification program. Ms. Gregori stated that there would be another rebate and that the rebate would be based on last year's sales.

Mr. Fontanella asked that a thank you note be sent to Mrs. Folker.

ITEM VI. Public Forum

There was a question regarding the recalled beef. Dr. Fishman stated that the district was not affected.

ITEM VII. Old Business

There was no old business.

ITEM VIII. New Business

A. Review and Possible Approval of High School Graduation Date- Class of 2008

Dr. Fishman distributed a revised memo to the Board.

Dr. Fishman stated that she received a recommendation from Mr. Francis Kennedy, Principal of Stafford High School, regarding the graduation date for the Class of 2008. Mr. Kennedy proposed Friday, June 20, 2008, as the graduation date. Dr. Fishman stated that at this time, school is scheduled to end on Thursday, June 19, 2008.

Mrs. Rummel made a motion, seconded by Ms. Stafford, that the Board of Education approve Friday, June 20, 2008, as the graduation date for the Class of 2008. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Saunders and Ms. Stafford voted for the motion, which carried.

Mrs. Rummel suggested that someone notify Mr. Davis, because that is the same date as the Little League Championship game.

Mrs. Bradway asked when the middle school would be holding eighth grade promotion. Mr. Pelliccia stated that the middle school administration would be discussing that soon. Dr. Fishman said that she would let the Board know.

B. Schedule Board of Education Policy Sub-Committee Meeting

The members of the policy sub-committee (Mrs. Fowler, Mrs. Finch, and Ms. Stafford) set the next meeting for Monday, March 31, 2008, at 7:30 p.m., immediately following the strategic planning meeting. Since the superintendent and a member of the policy committee were on the strategic planning committee, Dr. Fishman asked Mr. Bednarz if he would check to see if the policy committee could use the room at Johnson Memorial Hospital after the strategic planning committee was finished so that they would not need to change locations.

C. Transfer of Funds

Mrs. Finch made a motion, seconded by Ms. Saunders, that the Board of Education approve the transfer of \$6,891 from the 100 line, *Salaries*, to the 300 line, *Professional Services*. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Saunders and Ms. Stafford voted for the motion, which carried.

D. Review and Possible Approval of Eagle Scout Project Proposal

This item was tabled.

ITEM IX. Personnel Matters

A. Resignation- Non-Affiliated Staff Member

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

Name	Position	School	Effective Date	Reason
Julia Jeremias	Early Education Program Facilitator	West Stafford School	3/28/08	Accepted another position.

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

B. Authorization of Superintendent of Schools to Give Written Notice of Non-Renewal

Mrs. Finch made a motion, seconded by Mrs. Fowler, that the Board of Education authorize the Superintendent of Schools to notify in writing before April 1 any non-tenured teachers whose contract will not be renewed for the next school year. Mrs. Bradway, Mrs.

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

Mrs. Rummel made a motion, seconded by Ms. Saunders, to place Item. IX.C.- **Teachers Eligible for Tenure / Teachers' Performance (Executive Session Anticipated)** into executive session. 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 8:35 p.m.

Mrs. Finch made a motion, seconded by Mrs. Rummel, to enter executive session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Saunders and Ms. Stafford voted for the motion, which carried. The Board entered executive session at 8:40 p.m.

Mrs. Finch made a motion, seconded by Mrs. Bradway, to return to regular session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Saunders and Ms. Stafford voted for the motion, which carried. The Board returned to regular session at 9:35 p.m.

C. Teachers Eligible for Tenure / Teachers' Performance (Executive Session Anticipated)

No action was taken on this item.

ITEM X. Student Matters

There were no student matters.

ITEM XI. Adjournment

Mrs. Bradway made a motion, seconded by Mrs. Rummel, to adjourn the meeting. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel, Ms. Saunders and Ms. Stafford voted for the motion, which carried. The meeting adjourned at 9:36 p.m.

Respectfully submitted,

Christine C. Marinelli, Recording Secretary

Mark Fontanella, Chairperson

Sandra Fowler, Secretary