

**Regular Meeting  
Stafford Board of Education  
Pinney Administration Building  
Monday, April 21, 2008**

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

**Absent:** Ms. Patricia Saunders  
Miss Cassandra Weed, Student Representative

**Also Present:** Dr. Thérèse G. Fishman, Superintendent of Schools  
Mr. Michael Bednarz, Director of Curriculum and Instruction  
Mr. Robert Campbell, Assistant Principal, Stafford High School  
Ms. Linda DeSantis, Teacher, Stafford High School  
Ms. Jill Gregori, Business Manager  
Mr. Francis Kennedy, Principal, Stafford High School  
Mr. David King, Kaestle Boos Associates, Inc.  
Dr. Daniel Lefebvre, Director of Pupil Services  
Mrs. Marie McDonald, Teacher, Stafford High School  
Mr. Kevin Shea, Teacher, Stafford High School  
Mr. Gary Shearer, Teacher, Stafford High School  
Mr. Hank Skala, Principal, Stafford Elementary School  
Mr. Kenneth Valentine, Principal, Stafford Middle School

The meeting was called to order at 7:06 p.m. A quorum was established.

**ITEM I. Secretary's Report – Approval of Minutes**

Regular Meeting, April 7, 2008

A consensus of the Board approved the Secretary's Report as presented for the regular meeting held on April 7, 2008.

**ITEM II. Treasurer's Report**

There was no treasurer's report.

**ITEM III. Correspondence**

Mr. Fontanella read a thank you note that was sent to him by Ms. Jennifer Worthington. Ms. Worthington was one of the volunteers that was honored at the Board meeting on April 7, 2008.

## **ITEM IV. Board Reports**

Mrs. Rummel noted that Stafford's involvement in two grants, Imagination Connection and Systems Explorers, was mentioned in the EASTCONN newsletter this month. She thanked the teachers and other staff members who go out and get these grants for their classrooms and the district.

## **ITEM V. Superintendent's Reports**

### **A. Recycling / Green Presentation- Mr. Shea and Stafford High School Environmental Science Class**

Dr. Fishman informed the Board that this is the first year for the Environmental Science course at the high school. This course was designed to be a hands-on course, where students would look for projects that include community involvement.

Mr. Shea stated that many of the students in his Environmental Science class accompanied him to the meeting and that some of them would be giving an overview of the projects being done in class. The students reported on the following topics: climate change awareness, our carbon footprint, the effect we have on the habitat and the upcoming environmental science fair on May 17. Mr. Shea also mentioned that the students have made daily announcements and posters to raise student awareness. Some digital photographs of the posters were brought to the meeting for Board members to see. Additionally, students in his class built a recycling bin for use at the high school.

Mr. Shea stated that this class is also participating in the Cool It Climate Change Challenge Program, which is a competition for students in grades 6 – 12, managed by the Institute for Sustainable Energy at Eastern Connecticut State University. In the first year of this program, the class will create a greenhouse gas inventory of the high school and start to make a climate change solution plan.

### **B. NEAS&C Update- Mr. Francis Kennedy, Principal, Stafford High School**

Dr. Fishman reminded the Board that the NEAS&C visit begins on Sunday, May 4, 2008. She introduced Mr. Kennedy, Principal of Stafford High School.

Mr. Kennedy stated that the NEAS&C visiting committee will review the high school's self-study prior to the visit and compare it with what they see during their visit, which will take place from 5/4/08 – 5/7/08. During that time, the committee will meet with many different focus groups. Mr. Kennedy noted that the team that will be visiting Stafford High School has a lot of experience in education. Mr. Kennedy introduced Mr. Shearer and Ms. DeSantis, co-chairs of the steering committee.

Mr. Shearer distributed an updated copy of the complete schedule for the visit to each person involved, with pertinent information highlighted. Mr. Shearer also distributed a packet of information that contained questions that the Board may be asked during their interview. Also included were copies of the executive summaries for each standard. Board members were encouraged to contact anyone on the committee with any questions they may have.

Mr. Kennedy stated that he would receive a draft report in early summer and the final report sometime late summer.

Mrs. Rummel asked if Board members were allowed to hear the closing remarks. Mr. Kennedy stated that he will check with the NEAS&C committee and report back to the Board.

**C. Cafeteria Profit and Loss Report through February 2008**

Dr. Fishman informed the Board that the cafeteria profit and loss report through February 2008, as prepared by Mrs. Mary Folker, Food Service Coordinator, and reviewed by Ms. Gregori, Business Manager, showed an overall loss of \$150, after showing a profit \$8,404 through January 2008. Dr. Fishman stated that in February each year the cafeteria profits take a deep dip. She stated that the program should recover in March. Factors contributing to the loss were a large food and supply order and a propane delivery.

**ITEM VI. Public Forum**

A member of the audience stated that she hoped that the tax increase would be low, as energy costs are very high this year.

**ITEM VII. Old Business**

There was no old business.

**ITEM VIII. New Business**

**A. Review and Possible Approval of a Proposal for a Stafford High School Trip to Washington, D.C.**

Mr. Shearer, Social Studies Department Chairman at Stafford High School, stated that in September 2006, he and other high school teachers chaperoned seventy-eight students on a trip to Washington, D.C. He and Mr. Scurto presented a proposal for a similar trip to take place in April 2009. He stated that they will take up to eighty students on the trip, which will be lead by the social studies teachers this time, rather than a guide. He stated that the trip will cost between \$400 - \$500. Mr. Shearer stated that for fundraisers, the students may sell Avon again, or possibly do a car wash. He typically spreads the payment for the trip out over four months.

Mr. Shearer showed the Board a video of the 2006 trip that was created by students.

Mrs. Bradway made a motion, seconded by Ms. Stafford, that the Board of Education approve a field trip to Washington D.C., from April 1, 2009, through April 4, 2009, for Stafford High School Students. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel and Ms. Stafford voted for the motion, which carried.

**B. Review and Approval of State Form ED042 for Phase 2 of 4 of the Stafford High School Renovation Project**

Dr. Fishman informed the Board that phase 2 of 4 of the Stafford High School renovation project was left for last because it did not affect the school building itself. She said that this phase involves modifications to any and all parts of the playing fields so that they are ADA compliant. Dr. Fishman introduced Mr. David King of Kaestle Boos Associates, Inc.

Mr. King stated that the following projects would be completed in the phase 2 work at the high school:

- make two sets of bleachers ADA compliant
- move the concession building to the other side of the field to make room for additional paving
- take down the press box because it is not in good condition and reconstruct at a later time

Mrs. Bradway asked if the landscaping and the front and side fields were included in the phase 2 work. Mr. King said that it was not. The work in question was part of phase 1, which was stopped because of winter weather. He stated that work on those projects should start up again soon.

Mr. Fontanella asked about the time frame for getting the phase 2 work done. Mr. King stated that he would like to go out to bid shortly. He also stated that they would need to work around the Summerfest. Mr. King was not sure if the work would be done before the start of school.

Ms. Gregori stated that she would speak with Mrs. Linder and Mr. Ford to see if we can move the bid process up so that we can get on the workers' schedules earlier.

Mrs. Finch made a motion, seconded by Mrs. Rummel, that the Board of Education approve the final plans and professional cost estimates for phase 2 of 4 of the Stafford High School building project. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel and Ms. Stafford voted for the motion, which carried.

Mrs. Finch made a motion, seconded by Mrs. Rummel, that the Board of Education authorize Mr. Mark Fontanella, Chairman of the Board of Education, to sign form ED042 on behalf of the Board of Education. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel and Ms. Stafford voted for the motion, which carried.

There was a brief recess at 9:00 p.m. to change the tape in the camera. The meeting was called to order at 9:02 p.m.

**C. Review and Possible Approval of Cuts to the Proposed 2008 – 2009 Budget**

Mr. Fontanella stated the public forum was poorly attended and that there were very few questions for the Board of Education. He also stated that he and Ms. Gregori attended the Board of Finance meeting last week. The Board of Finance found money in a passbook for the sewer project, which was put into the general fund. Due to the Board of Education's concerns about the large cut that was expected in the amount of \$472,000, the Board of Finance reduced our cut to \$236,000.

Dr. Fishman stated that she met with administrators that morning to review possible cuts to the budget. She distributed a prioritized list of cuts to the Board (copy attached).

Ms. Stafford asked if the Board could reduce the number of magnet school slots from two positions to one position. Dr. Fishman stated that they could not, as the students were already selected to fill the slots.

Mrs. Bradway questioned the impact of eliminating the middle school laptop cart from the budget. She also noted that it was important not to make cuts in the following areas: middle school sports, the summer school program, guidance intern, Ed Line, My Access, library books, the superintendent and Board's professional development, the music program at the high school, the athletic program at the high school and the HID security entrance system. She stated that these cuts total \$66,299, which could be covered by eliminating the new secretarial position at Stafford Elementary School and by eliminating the laptop cart at Stafford Middle School.

Mrs. Fowler stated that she would like to keep the guidance intern, all of the library books and the entire summer school program in the budget. She would cover these costs by reducing the secretary at SES to part-time.

Mrs. Rummel stated that she would like to keep in the budget the literacy consultant, Ed Line, all middle school sports, all music programs, the entire summer school program, the guidance intern and the HID security system. She would like to eliminate or reduce the secretary at SES to cover these costs.

Ms. Stafford stated that she would like to keep the guidance intern and add \$5000 back to the summer school program. She would like to cover this cost by cutting the secretary at SES to part-time.

Mrs. Bradway stated that it is very important that the district not cut Ed Line, the music programs, summer school or the guidance intern. She would like to cover these costs by eliminating the secretary at SES.

After considerable review and discussion, Mrs. Finch made a motion, seconded by Mrs. Fowler, that the Board accept all of the tier two cuts, except the guidance intern and summer school. Moved further, that the Board reduce the 10 month secretary at Stafford Elementary School to part-time, up to \$11,000. Mrs. Finch, Mrs. Fowler, Mrs. Rummel and Ms. Stafford voted for the motion. Mrs. Bradway opposed the motion. The motion carried by majority vote.

Mr. Fontanella stated that the second public hearing on the budget would be held on Wednesday, April 23, at 7 p.m., at the town hall.

#### **ITEM IX. Personnel Matters**

There were no personnel matters.

**ITEM X. Student Matters**

There were no student matters.

**ITEM XI. Adjournment**

Mrs. Finch made a motion, seconded by Ms. Stafford, to adjourn the meeting. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Mrs. Rummel and Ms. Stafford voted for the motion, which carried. The meeting adjourned at 10:58 p.m.

**Respectfully submitted,**

**Christine C. Marinelli, Recording Secretary**

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**Mark Fontanella, Chairperson**

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**Sandra Fowler, Secretary**