

**Regular Meeting
Stafford Board of Education
Stafford Elementary School
February 27, 2017, 6:30 p.m.**

Board Members Present: Mr. Scott Gallison
Mrs. Andrea Locke
Mrs. Tracy Rummel, Secretary
Ms. Sonya Shegogue, Chairperson
Mrs. Kathy Walsh

Absent: Mr. Peter Kovaleski
Mr. Jeff Roberts

Also Present: Dr. Patricia A. Collin, Superintendent of Schools
Mr. Michael Bednarz, Director of Curriculum and Instruction
Mr. Isaac Combs, Student Representative
Mr. Devin Cowperthwaite, Supervisor of Building Services
Ms. Peggy Falcetta, Principal, Staffordville School
Mr. Dean Fortin, Network / IT Coordinator
Mr. Damian Frassinelli, Director of Athletics and Recreation
Miss Autumn Gagnon, Alternate Student Representative
Mr. David Gorski, Teacher, Stafford High School
Ms. Christine Griswold, Assistant Principal, Stafford High School
Ms. Jennifer Hoffman, Principal, Stafford Middle School
Mr. Craig Labbadia, Teacher, Stafford Middle School
Mr. Bob Michalak, Teacher, Stafford High School
Mr. Steve Montgomery, Assistant Principal, Stafford Elementary School
Ms. Melissa Morgan-Hostetler, Assistant Principal, Stafford Middle School
Ms. Nicole Martorelli, Teacher, Stafford High School
Ms. Sheree Pasini, Teacher, Stafford High School
Mr. Marco Pelliccia, Principal, Stafford High School
Ms. Jolene Piscetello, Principal, Stafford Elementary School
Mr. Ben Scurto, Teacher, Stafford High School
Mrs. Debbie Szymanski, Business Manager

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 6:32 p.m.

Item II. Pledge of Allegiance

The student representatives led the Board in the Pledge of Allegiance.

Item III. Secretary's Report- Approval of Minutes

A consensus of the Board approved the Secretary's Report for the regular meeting held on 2/13/17, as presented.

Item IV. Treasurer's Report

Bills, 2/16/17- \$195,587.00
Grants, 2/16/17- \$2,688.69

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

Item V. Correspondence

A. Board Meeting Reminder

Ms. Shegogue read the Board meeting reminders that were posted on the agenda.

Dr. Collin informed the Board that the Board of Finance would be reviewing the district's budget on Monday, March 6, 2017, and that the First Public Hearing on the budget would be held on Wednesday, March 8, 2017.

Item VI. Board Reports

A. Report from Student Representative

Miss Gagnon reported on the following topics:

- Blood Drive
- Variety Show
- Band Night Concert
- National Honor Society
- Scholar Athlete Awards

Mr. Combs reported on the following topics:

- Band Retreat
- UCONN First Chair Honors Band Music Festival
- Madrigal Update
- Unified Basketball Tournament
- PK and Kindergarten Update
- Warming Families Makes Cents Donations Collected at Staffordville
- Report Cards Distributed at Staffordville on March 7; Conferences March 8 and 9

B. Budget Committee

The Budget Committee members are Ms. Shegogue, Mr. Gallison and Mr. Kovaleski (Mrs. Locke, alternate). There was no update from this committee.

C. Curriculum Committee

The Curriculum Committee members are Ms. Shegogue, Mrs. Locke and Mrs. Walsh (Mrs. Rummel, alternate). Ms. Shegogue stated that the Curriculum Committee met prior to the regular meeting. She said that the committee reviewed the textbook proposals that would be presented later on the agenda. Ms. Shegogue stated that the money for the textbooks is already included in the 16-17 budget.

D. Policy Committee

The Policy Committee members are Mrs. Rummel, Mr. Kovaleski and Mrs. Walsh. There was no report from this committee.

E. Negotiation Committee

The Negotiation Committee members are Mrs. Locke, Ms. Shegogue and Mr. Roberts. There was no update from this committee.

Item VII. Superintendent's Reports

A. Cafeteria Profit and Loss Statement through January 31, 2017

Dr. Collin presented the Cafeteria Profit and Loss report for July 1, 2016, through January 31, 2017, as prepared by Mrs. Deborah Szymanski, Interim Business Manager. She reported that the Food Services program had a profit of \$4,367.77 for the month of January. She said that Mrs. Szymanski provided information regarding State and federal aid, which reflect slight increases.

Dr. Collin said that Mrs. Szymanski's memo, which was available via the portal, also provides the number of serving days and meals, payroll data and the lack of repairs/capital expenditures in January. She said that the program recently started serving Choe's fruit juice bars at Stafford Elementary School, and Mrs. LaPane, Supervisor of Food Services, is working with our head cooks to "reinvent" menu options that would include additional choices.

B. Early Head Start Report through January 2017

Dr. Collin reported that the Early Head Start (Fund 182) grant totaling \$52,440, which covered the grant period July 1, 2016, through January 31, 2017, has been fully expended. Dr. Collin said that the district is awaiting confirmation of the grant award for the next period from EASTCONN.

Dr. Collin said that in February 2016, Administration recommended discontinuation of the district's participation in Basic Head Start. Ms. Shelley Michaud, Principal, West Stafford School, reported she was confident that through condensing/reducing much of the overlapping reporting, service options, and staffing within our other early childhood grants (and without the restrictions imposed by the Basic Head Start Grant), the district would be able to provide a comprehensive program similar to Head Start, that will be funded solely through our other early childhood grants as the realignment will meet the requirements of those grants without impact on the district's regular budget. As a result of this recommendation and grant awards, the district will continue to participate in the Early Head Start program.

In compliance with the Head Start agreement, the monthly program expense reports are presented to the Board of Education on a regular basis. After consulting with EASTCONN personnel last spring, we have determined that the district would meet this obligation by reporting to the Stafford Board of Education on a quarterly basis. In addition, the reports are periodically presented to the Head Start Parent Policy Committee, which also reviews the minutes of BOE meetings in order to stay abreast of the Board's actions.

There were no questions or comments.

C. Continued Presentation of the Proposed 2017 – 2018 Budget for the Stafford Public School District

Dr. Collin said that at the Board meeting on Monday, January 30, 2017, she presented a proposed 2017-2018 budget for the Stafford Public School District, which totaled \$28,432,204.51 and represented an increase of \$1,118,780.43 or 3.87%. Subsequently, on February 13, 2017, she presented a revised budget proposal, which totaled \$28,087,575.31 and represented an increase of \$774,151.23 or 2.61%. The budget reflected the addition of a number of staffing proposals: 0.5 FTE Business Teacher at SHS; 2.0 FTE Instructional Support Teachers at WSS/SVS and SMS; 1.0 FTE Social Worker/School Psychologist at SES; 1.0 FTE STEM Teacher at SES; 1.0 FTE Maintenance Worker (District); part-time athletics & recreation secretary (Town/District), and the Reinstatement of 1.0 FTE Reading Instructional Support Teacher at SES and 1.0 FTE Special Education Teacher at SHS. These positions offset a number of reductions: 2.0 FTE elementary teachers; 0.67 Interventionists at SHS; 1.0 World Language Teacher at SHS; 1.0 Health teacher at SMS; and 1.0 FTE English Teacher at SHS. She said that the proposed budget also reflected an estimated \$150,000 in anticipated savings from three retirements.

Dr. Collin noted that after continued discussions with administrators and consideration of feedback from the Board and community members, the revised proposal now reflects an increase of \$671,630.71, or 2.45% over the current year's approved budget. The changes are a result of the reduction of the STEM teacher from 1.0 to .50 (includes a reduction in salary, benefits and Medicare), a reduction of \$15,000 in legal fees (based on current expenditures) and an increase of \$5,000 for the 457 Pension Plan (non-certified/non-affiliated defined contribution adjustment).

Mr. Gallison said that he sent feedback to the Board chairperson regarding the budget proposal. He said that he sees that the legal fees have been adjusted as he requested and that the STEM teacher has been reduced to .50 FTE, but he wanted to see the English teacher at the high school reinstated.

Mrs. Rummel asked how Governor Malloy's state budget will affect PASS, the Family Resource Center and the School Readiness Program. Mrs. Szymanski said that she's unaware of any cuts to those programs at this time.

Item VIII. Public Comment

A member of the audience stated that there is a lot of opposition to the Governor's budget proposal and that the teachers' retirement changes may not happen until 2018-2019.

Item IX. Old Business

There was no Old Business.

Item X. New Business

A. Approval of the 2017 – 2018 Budget for the Stafford Public School District

Mrs. Rummel made a motion, seconded by Mrs. Locke, that the Board of Education approve the budget, as presented (an increase of \$671,630.71, or 2.45% over the current year's approved budget). Mrs. Rummel and Mrs. Locke voted for the motion. Mr. Gallison, Mrs. Walsh and Ms. Shegogue voted against the motion. The motion did not pass.

Mr. Gallison and Mrs. Walsh stated that the English position at Stafford High School is very important to them and they can't support the budget unless that position is reinstated. Mr. Gallison said that the STEM teacher should be put on the "back burner" instead.

Mr. Pelliccia responded to questions regarding the English teacher. Ms. Piscetello responded to questions regarding the STEM teacher.

Miss Gagnon stated that seniors look forward to taking English electives.

Mrs. Rummel stated that all of the cuts are difficult, including the reduction to the foreign language department, but she supports the decisions of the administrators that are paid to make such decisions in the best interest of the students.

A member of the audience expressed concerns about the cost of Stafford's legal fees number of vendors. She said that the funding for the STEM teacher could probably be found in that account.

After considerable discussion, Mrs. Locke made a motion, seconded by Mr. Gallison, that the Board approve the budget which includes the reinstatement of the English teacher at the high school and the STEM teacher at .50 FTE. Mr. Gallison, Mrs. Locke, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried.

B. Review and Possible Approval of the 2017 – 2018 School Calendar

Dr. Collin presented the proposed school calendar for 2017-2018. She said that the proposed calendar has had input from administrators and, per bargaining unit agreement, teachers. St. Edward School staff has also been consulted, and it was shared with the co-presidents of the CSEA. The calendar reflects 180 instructional days for students. She said that the proposed 2017-2018 school calendar reflects a start date for students of Wednesday, August 30, 2017, giving students an end date of June 11, 2018, barring any school cancellations. Because inclement weather will likely affect the district's ability to provide instruction during the winter months, and in alignment with the regional calendar, the only days that school is not scheduled to be in session are the following:

- January 15th, Martin Luther King, Jr. Day
- February 19th, Presidents' Day
- February 20th (February Break)
- March 9th (Professional Development)

Dr. Collin said that the calendar reflects eight early release days: four days for the purpose of Parent-Teacher conferences at the elementary schools (two in the fall and two in the spring) and two days at the middle/high schools (one day in the fall and one day in the spring), November 22nd (the day before the Thanksgiving holiday) and on the last day of school for students. In addition, the calendar also includes four early dismissal days for the purpose of professional development. These days are September 21st, December 14th, February 8th, and May 10th.

The proposed school calendar also provides for 1.5 days of New Teacher Orientation and seven contracted Professional Development (PD) Days, three of which are scheduled prior to the start of the year in order to allow for convocation & mandated trainings.

Mrs. Rummel made a motion, seconded by Mrs. Walsh, that the Board of Education approve the school calendar for 2017-2018, as presented. Mr. Gallison, Mrs. Locke, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried.

C. Review and Possible Approval of New Graphics 2 Course at Stafford High School

Dr. Collin stated that as the district continues to identify programming needs and appeal to the interests of our students, Stafford High School staff submitted a proposal for a Graphics 2 course, the cost of which is estimated to be \$6,600. Funding would be provided through the SHS Technology Department budget and Perkins Grant. In addition, Mr. Bednarz indicates additional grant funding for the purchase of equipment may be provided through a private source.

Mr. Michael Bednarz, Director of Curriculum & Instruction, provided to the Board via the portal the major goals/units of study for the course and indicated that no additional staff is required to implement.

The Board Curriculum Committee met prior to the Board meeting to review the proposal. Mr. Bednarz and Mr. David Gorski, Technology & Engineering Chairperson, were in attendance at the Board meeting to respond to questions from Board members. There were no questions or comments.

Mr. Gallison made a motion, seconded by Mrs. Locke that the Board approve the new Graphics 2 course, as presented. Mr. Gallison, Mrs. Locke, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried.

D. Review and Possible Approval of Grade Six Social Studies, Advanced Placement (AP) U.S. History, Wood Technology, Environmental Science, Business Administration and Money Management Textbooks

Dr. Collin stated that as presented by Mr. Michael Bednarz, Director of Curriculum & Instruction, six textbooks are recommended for adoption: *Discovering World Geography*, *The Unfinished Nation (8th Edition)*, *Global Science (8th Edition)*, *Wood Technology & Processes*, *Managing Your Personal Finances (7th Edition)*, and *Business Management*.

Mr. Bednarz and teachers were present at the meeting to respond to questions from Board members about the textbook selections. Dr. Collin noted that the Board Curriculum Committee originally met on January 30, 2017, and met again prior to tonight's meeting to review the textbooks.

Mr. Gallison asked if the US History textbook was available in hard cover, since the soft cover was already getting damaged on the sample book. Mr. Scurto said that the book was only available in soft cover, but that they were looking in to having the texts protected prior to dissemination.

Mrs. Locke made a motion, seconded by Mrs. Walsh, that the Board adopt *Discovering World Geography*, *The Unfinished Nation (8th Edition)*, *Global Science (8th Edition)*, *Wood Technology & Processes*, *Managing Your Personal Finances (7th Edition)*, and *Business Management*, as presented. Mr. Gallison, Mrs. Locke, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried.

Item XI. Personnel Matters

There were no Personnel Matters.

Item XII. Student Matters

There were no Student Matters.

Item XIII. Adjournment

Mrs. Locke made a motion, seconded by Mrs. Rummel, to adjourn. Mr. Gallison, Mrs. Locke, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 7:55 p.m.

**Respectfully submitted,
Christine C. Marinelli, Recording Secretary**

Sonya Shegogue, Chairperson

Tracy L. Rummel, Secretary

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