

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

**Board Members Present:** Mr. Scott Gallison  
Mr. Peter Kovaleski  
Mr. Jeff Roberts  
Mrs. Tracy Rummel, Secretary  
Ms. Sonya Shegogue, Chairperson  
Mrs. Kathy Walsh

**Absent:** Mrs. Andrea Locke  
Miss Autumn Gagnon, Alternate Student Representative

**Also Present:** Dr. Patricia A. Collin, Superintendent of Schools  
Mr. Isaac Combs, Student Representative  
Mr. Devin Cowperthwaite, Supervisor of Building Services  
Ms. Peggy Falchetta, Principal, Staffordville School  
Mr. Dean Fortin, Network / IT Coordinator  
Ms. Christine Griswold, Assistant Principal, Stafford High School  
Ms. Jennifer Hoffman, Principal, Stafford Middle School  
Ms. Melissa Morgan-Hostetler, Assistant Principal, Stafford Middle School  
Mr. Marco Pelliccia, Principal, Stafford High School  
Ms. Jolene Piscetello, Principal, Stafford Elementary School  
Ms. Amy Stevenson, Director of Pupil Services  
Mrs. Debbie Szymanski, Business Manager

**Item I. Call to Order- Establishment of Quorum**

The meeting was called to order at 6:31 p.m.

**Item II. Pledge of Allegiance**

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

**Item III. Secretary's Report- Approval of Minutes**

Regular Meeting, 2/27/17  
Special Meeting, 3/6/17

A consensus of the Board approved the Secretary's Report for the regular meeting held on 2/27/17, and the special meeting held on 3/6/17, as presented.

**Item IV. Treasurer's Report**

Bills, 3/1/17- \$113,895.75  
Grants, 3/1/17- \$8,709.94  
Bills, 3/16/17- \$156,358.13

Grants, 3/16/17- \$14,703.35

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 read a letter from Senator Christopher Murphy regarding the essays he received from high school students celebrating the life and dream of Dr. Martin Luther King Jr.

**Item VI. Board Reports**

**A. Report from Student Representative**

Mr. Combs reported on the following topics:

- Variety Show
- District Band Concert
- Unified Basketball Tournament
- Bowling for Band Uniforms
- New England Music Festival
- Honors Band Music Festival
- Jazz Night at SHS
- Library Concert
- Chitty Chitty Bang Bang Program Ad Form
- Stafford Band Instrument Drive
- Dr. Seuss Day at WS
- Family Fun Night at WS
- Spring Book Fair at WS and SV
- Bunny Bash at SV
- Village Meeting at SV

**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). There was no update from this committee.

**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. Recognition of the Board of Education**

Dr. Collin said that Board of Education members commit numerous hours of service to the Town of Stafford through policy and practice decisions, which guide the school district. She said that the month of March has been designated as Connecticut's Board of Education Appreciation Month. She read excerpts from *School Boards as Stewards*, by George A. Goens, and presented each Board member with a certificate of appreciation and a homemade treat. She said that there would be refreshments for the Board and the audience at the conclusion of the meeting.

**B. Financial Report July 1, 2016 through February 28, 2017**

Dr. Collin presented the financial report sorted by object code from July 1, 2016, through February 28, 2017, as prepared by Mrs. Deborah Szymanski, Interim Business Manager.

She said that the total approved budget for the 2016-2017 school year is \$27,373,424, which is -0.36%, a decrease of \$99,076, as compared to the 2015-2016 approved budget. The report indicates that period to date expenditures/encumbrances total \$25,774,638.84 or 94.2% of the budget, leaving a balance of \$1,598,785.23 or 5.8% of the total budget to be expended or encumbered by June 30, 2017.

Mr. Gallison asked if the 2015 – 2016 audit was completed. Mrs. Szymanski said that the auditors filed for another extension and that they are still gathering information.

**C. Cafeteria Profit and Loss Report July 1, 2016 through February 28, 2017**

Dr. Collin presented the Cafeteria Profit and Loss report for July 1, 2016, through February 28, 2017, as prepared by Mrs. Deborah Szymanski, Business Manager. She said that the Food Services program had a loss of \$991.48 for the month of February while the account reflects a year-to-date profit of \$11,152.55. She said that Mrs. Szymanski also provided information regarding State and federal aid, interest earned and special events income.

There was a question regarding St. Edward School and if its closing would affect the program in any way. Dr. Collin said that it would not since St. Edward School stopped using the Food Services program this school year.

**Item VIII. Public Comment**

There was no Public Comment.

**Item IX. Old Business**

There was no Old Business.

**Item X. New Business**

**A. Disposal of Obsolete World Geography Textbooks at Stafford Middle School**

Dr. Collin provided via the portal for the Board’s review a memorandum which included the count of World Geography textbooks and corresponding teacher editions, as presented by Stafford Middle School Administration. She noted that replacement textbooks were recently adopted by the Board of Education on February 27, 2017, thereby rendering these instructional materials as obsolete.

According to Board of Education policy 3260-*Sales and Disposal of Books, Equipment, and Supplies*, the obsolete items must be returned to the Town of Stafford.

Mr. Roberts made a motion, seconded by Mr. Kovaleski, the Board of Education approve the return of the obsolete World Geography textbooks and teacher editions to the Town of Stafford, according to the provisions of Board policy 3260-*Sales and Disposal of Books, Equipment, and Supplies*. If the Town does not want the instructional materials, the district will assume responsibility for proper disposal. Mr. Gallison, Mr. Kovaleski, Mr. Roberts, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried.

**Item XI. Personnel Matters**

**A. Approval of Leave of Absence- Certified Staff Member**

Mrs. Rummel made a motion, seconded by Mr. Kovaleski, that the Board approve a request for an unpaid leave of absence as listed below:

NAME	INITIAL EMPLOYMENT DATE	SCHOOL	EFFECTIVE DATE OF UNPAID LEAVE	ENDING DATE OF UNPAID LEAVE
Barrett, Carlee	9/23/13	Stafford Middle School	March 24, 2017	April 6, 2017

Mr. Gallison, Mr. Kovaleski, Mr. Roberts, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried.

**B. Acceptance of Resignations- Certified Staff Members**

Mrs. Rummel made a motion that the Board of Education accept the resignations of the staff members detailed in the chart below. There was no second. Mr. Gallison and Mrs. Walsh indicated that they would abstain, since they feel that there is an issue with school climate, and they have an issue with losing seven more staff members.

Ms. Shegogue tabled this item until the next Board meeting.

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Anderson, Tracey	Elementary Teacher, PK	West Stafford School	End of School Year, June 2017	Personal
Bohannon, Gail Dan	Physics Teacher	Stafford High School	End of School Year, June 2017	Personal
Cornelio, Dean	Guidance Counselor	Stafford High School	End of School Year, June 2017	Personal
Duke, Andrea	Chemistry Teacher	Stafford High School	End of School Year, June 2017	Personal
Link, Sarah	Art Teacher	Stafford Middle School	End of School Year, June 2017	Personal
Napolitano, Donna	Teacher, Grade 6	Stafford Middle School	End of School Year, June 2017	Personal
Neuwirth, Tammy	Elementary Teacher, Grade 2	Stafford Elementary School	End of School Year, June 2017	Relocation

Mrs. Rummel made a motion, seconded by Mrs. Walsh, to place Item XI.C. into executive session. Mr. Gallison, Mr. Kovaleski, Mr. Roberts, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried. Dr. Collin suggested that the Board take a recess for refreshments prior to joining the Board of Finance for the joint meeting at 7 p.m. The Board would then reconvene after the joint meeting for executive session. The Board took a brief recess at 6:55 p.m.

**C. Review Components of the Superintendent’s Evaluation (Executive Session Anticipated)**

Mr. Kovaleski made a motion, seconded by Mr. Roberts, to enter executive session. Mr. Gallison, Mr. Kovaleski, Mr. Roberts, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried. The Board entered executive session at 7:55 p.m. The Board invited Dr. Collin, Attorney Littlefield, and Mrs. Marinelli.

Mrs. Marinelli and Dr. Collin left executive session at 8:20 p.m.

Dr. Collin returned to executive session at 10:02 p.m.

Mr. Roberts made a motion, seconded by Mr. Kovaleski, to return to regular session. Mr. Gallison, Mr. Kovaleski, Mr. Roberts, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried. The Board returned to regular session at 10:20 p.m.

No action was taken on this item.

**Item XII. Student Matters**

There were no Student Matters.

**Item XIII. Adjournment**

Mr. Roberts made a motion, seconded by Mrs. Walsh, to adjourn. Mr. Gallison, Mr. Kovaleski, Mr. Roberts, Mrs. Rummel and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 10:21 p.m.

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

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**Sonya Shegogue, Chairperson**

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**Tracy L. Rummel, Secretary**

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