

**Regular Meeting  
Stafford Board of Education  
Stafford Elementary School  
January 25, 2016, 6:30 p.m.**

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

**Absent:** Mrs. Andrea Locke  
Mr. Jeff Roberts

**Also Present:** Dr. Patricia A. Collin, Superintendent of Schools  
Mr. Sam Adlerstein, Business Manager  
Mr. Michael Bednarz, Director of Curriculum and Instruction  
Mrs. Peggy Falcetta, Principal, Staffordville School  
Mr. Dean Fortin, District IT / Network Coordinator  
Mr. Damian Frassinelli, Director of Athletics and Recreation  
Ms. Christine Griswold, Assistant Principal, Stafford High School  
Ms. Jennifer Hoffman, Principal, Stafford Middle School  
Ms. Shelley Michaud, Principal, West Stafford School  
Mr. Steve Montgomery, Assistant Principal, Stafford Elementary School  
Mr. Marco Pelliccia, Principal, Stafford High School  
Ms. Jolene Piscetello, Principal, Stafford Elementary School  
Ms. Lynn Reedy, Technology Integration Specialist  
Mr. Damon Reynolds, Alternate Student Representative  
Miss Allison Schoolnick, Student Representative  
Mrs. Amy Stevenson, Director of Curriculum

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

The meeting was called to order at 6:30 p.m. A quorum was established.

**Item II. Pledge of Allegiance**

Miss Schoolnick led the Board in the Pledge of Allegiance.

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

Regular Meeting, 01/11/16

A consensus of the Board approved the Secretary's Report for the regular meeting held on 01/11/16, as presented.

**Item IV. Treasurer's Report**

Bills, 01/11/16- \$169,709.63  
Grants, 01/11/16- \$15,684.70

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

**Item V. Correspondence**

**A. Board Meeting Reminder**

Mrs. Rummel reviewed the Board of Education meeting reminder that was posted on the agenda.

Mrs. Rummel read an invitation to the National Honor Society Induction Ceremony, which will be held on Thursday, January 28, 2016, at 6:30 p.m.

**Item VI. Board Reports**

**A. Report from Student Representative**

Miss Schoolnick distributed a report, which covered three of the schools' news and events, as well as a high school drama and music department update. Miss Schoolnick also distributed photos to the Board. Mr. Reynolds gave an update on sports.

**B. Budget Committee**

The Budget Committee members are Mrs. Rummel, Ms. Shegogue 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. 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 update from this committee. Dr. Collin noted that she received an update regarding the district's Restraint and Seclusion policy, which she will be forwarding to the Board within the next few weeks.

**E. Negotiation Committee**

The Negotiation Committee members are Mrs. Locke, Ms. Shegogue and Mr. Roberts. There was no update from this committee. Dr. Collin stated that Mr. Glidden, the new CSEA representative, is meeting with the CSEA committee. She said that she would keep the Board updated.

**Item VII. Superintendent's Reports**

**A. Presentation of the Proposed 2016-2017 Budget for the Stafford Public School District**

Dr. Collin began the budget presentation by reviewing with the Board the contents of the 16-17 budget binder, which contains a copy of the PowerPoint presentation and supplemental information.

Dr. Collin reviewed the highlights of the 2016-2017 proposed budget for the Stafford Public School District, which totals \$27,959,272 and represents an increase of \$486,772, or 1.77%.

There were no questions from Board members. Mrs. Rummel stated that questions from Board members or the community could be emailed to Dr. Collin at any time before the next meeting on Monday, February 1, 2016.

Mrs. Rummel stated that she felt that the 16-17 budget proposal addresses the district's current student needs.

The complete budget document, including backup material, is posted on the district web site-  
[www.stafford.k12.ct.us](http://www.stafford.k12.ct.us)

### **Item VIII. Public Forum**

A member of the audience that lives in town and works for the district stated that she feels the most important part of this budget is that people understand that although the enrollment is lower, the student needs are increasing. She noted that the depth of the needs of the students that don't meet the level of 504 and special education are significant. She also said that she feels that the administrators, who are the experts at what they do, created this budget with great fiscal responsibility.

A member of the audience that lives in town and works for the district asked for details regarding the bill listing totaling \$169,709.63. A copy of the list of bills was made available for her review.

A member of the audience that is a town resident asked about the increase in magnet school tuition and what is being done to retain students in-district. Mrs. Rummel noted that she also had a question regarding the magnet school tuition and that she would be requesting additional details for the next meeting.

### **Item IX. Old Business**

There was no Old Business.

### **Item X. New Business**

#### **A. Appointment of Representative to the Planning Committee**

Dr. Collin stated that as part of the multi-year timeline as presented to the public during last year's budget process, was the intent to develop a plan to address declining enrollment and shared services/facilities. Subsequently, the former Selectman Richard Shuck, Board of Education Chairperson Tracy Rummel, Superintendent Patricia Collin, Chief Financial Officer Lisa Baxter, and School Business Manager Sam Adlerstein, engaged in a discussion about opportunities to collaborate. Ultimately, the Shared Responsibilities Leadership Team (SRLT), which also includes Board of Finance member Brian Bagley, was borne.

At its meeting on May 9, 2015, the group discussed ground rules, defined its role and identified areas that may be explored in order to promote collaboration and identify areas of potential savings.....By June 30, 2016, the SRLT plans to assess interdepartmental opportunities (e.g. facilities use & maintenance, technology, and data management), analyze savings from solar projects in order to inform our budgets (Town and District), establish a town and district Long Range Planning Committee, and evaluate and define policies and best practices.

During the discussions that ensued on Friday, January 15, 2016, the SRLT further discussed the establishment of a Long-Range Planning Committee and identified the stakeholders, who would be members of that committee. The team suggested one representative from each of the following: Board of Selectman, Board of Education, and Board of Finance. In addition, two members from the community-at-large would be invited to join the committee in order to provide input. As discussion continued, it was decided to refer to this group of stakeholders as the Stafford Planning Committee.

With a kick-off meeting scheduled for February 2, 2016, at 6:00 p.m., in the Veterans Meeting Room at Town Hall, the group will be initially charged with establishing ground rules, determining a meeting schedule (possibly twice per month initially, up to 10 meetings by the end of June 2016), and developing an action plan, which will identify the scope of the work and format, which will result in a Long Range Plan for the Town of Stafford.

Ms. Shegogue made a motion, seconded by Mr. Gallison, that Mr. Kovaleski be appointed as the Board's representative to serve on the Stafford Planning Committee, with Mrs. Walsh serving as the alternate. Mr. Gallison, Mr. Kovaleski, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried.

**B. Acceptance of Monetary Donations**

Dr. Collin stated that in accordance with BOE Policy 3280 Business and Non-Instructional Operations: Gifts, Grants and Bequests, *The Board of Education may accept on behalf of and for the schools any bequest or gift of money or property for a purpose deemed by the Board of Education to be suitable, and to utilize such money or property so designated. . . . All gifts shall be accepted for the school district as a whole, and not for a particular school. At the discretion of the Superintendent, the gift may be used for a particular school.*

Dr. Collin noted that Ms. Kristin Guglielmo, from Penny-Hanley and Howley, recently sent her an email about the possibility of sponsoring an Internet Safety presentation for students and parents. After a review of the material she provided, Mr. Michael Bednarz, Director of Curriculum & Instruction, swiftly contacted Ms. Guglielmo to begin the coordination of efforts. Information about the presenter, Mr. Scott Driscoll, who has more than 20 years of experience in law enforcement and has made numerous presentations to school and community groups, and his Internet Safety program was provided via the portal for the Board's review.

Dr. Collin said that with Board approval, Ms. Guglielmo's \$1,000 donation would be used to support presentations to students at the middle and high schools, in addition to an evening program for Stafford families, pre-kindergarten through grade 12, this spring. She said that she anticipates possible supplemental funding through Programs After School in Stafford (P.A.S.S.) and parent-teacher support organizations.

In addition, Dr. Collin provided via the portal information from Mr. Marco Pelliccia, principal of Stafford High School, regarding a donation from Johnson Memorial Hospital in the amount of \$220. She said that Mr. Pelliccia was contacted by Mrs. Kristina Verney, who invited the district's Madrigal Singers to participate in the hospital's grand reopening ceremony. The donation would be utilized to cover transportation costs associated with the event, which is scheduled for February 11, 2016.

Mrs. Walsh made a motion, seconded by Mr. Kovaleski, that the Board accept the \$1,000 donation from Penny-Hanley and Howley, as presented. Mr. Gallison, Mr. Kovaleski, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried.

Mrs. Walsh made a motion, seconded by Mr. Kovaleski, that the Board accept the \$220 donation from Johnson Memorial Hospital, as presented. Mr. Gallison, Mr. Kovaleski, Ms. Shegogue, 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**

Mr. Kovaleski made a motion, seconded by Mrs. Walsh, to adjourn. Mr. Gallison, Mr. Kovaleski, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 7:53 p.m.

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

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**Tracy L. Rummel, Chairperson**

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**Sonya Shegogue, Secretary**