

**Regular Meeting
Stafford Board of Education
Stafford Elementary School
May 23, 2016, 6:30 p.m.**

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

Also Present: Dr. Patricia A. Collin, Superintendent of Schools
Mr. Sam Adlerstein, Business Manager
Mr. Michael Bednarz, Director of Curriculum and Instruction
Ms. Laurie Dillon, Music and Drama Director
Ms. Peggy Falcetta, Principal, Staffordville School
Mr. Damian Frassinelli, Director of Athletics and Recreation
Ms. Christine Griswold, Assistant Principal, Stafford High School
Ms. Jennifer Hoffman, Principal, Stafford Middle School
Mr. Marco Pelliccia, Principal, Stafford High School
Ms. Jolene Piscetello, Principal, Stafford Elementary School
Mr. Damon Reynolds, Alternate Student Representative
Miss Allison Schoolnick, Student Representative
Ms. Amy Stevenson, Director of Pupil Services

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 6:43 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, 05/09/16

A consensus of the Board approved the Secretary's Report for the regular meeting held on 05/09/16, as presented.

Item IV. Treasurer's Report

Bills, 05/12/16- \$227,230.09
Grants, 05/12/16- \$12,566.41
Bills, 05/18/16- \$141,378.98

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

Item V. Correspondence

A. Board Meeting Reminder

Mrs. Rummel read the Board meeting reminder that was posted on the agenda.

B. Letter from Christopher Shepard regarding the Stafford Middle School Choral Workshop

Dr. Collin summarized the letter that Dr. Shepard sent on behalf of Mr. Duchon's choir students.

Item VI. Board Reports

A. Report from Student Representative

Miss Schoolnick distributed a report, which covered two of the schools' news and events, as well as a drama and music report. 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 were no updates 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.

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. Music and Drama Department Presentation

Dr. Collin stated that each year members of the various music groups at Stafford High School, as well as the Drama Club, make a brief presentation on their activities during the school year to the Board of Education. Mrs. Laurie Dillon, Music and Drama Director, introduced student representatives, as follows: Jenna Castonguay, Drama Club; Saylee Missell, Jazz Band; Rachel Ulitsch, Band; Nicole Bessette, Show Choir; Victoria Molitoris, Ladies Choral; Sierra Baker, Concert Choir; Ashley Dempsey, Color Guard; and Grace Ives, Madrigal Singers.

B. Winter and Spring Sports Presentation

Dr. Collin reported that sports teams at Stafford High School typically make a presentation at the conclusion of their seasons. At the Board meeting on December 7, 2015, coaches and team captains for fall sports were introduced by Mr. Damian Frassinelli, Director of Athletics and Recreation.

Mr. Frassinelli introduced the coaches and players of the winter and spring sports, as follows: Coach Dunn, Rachel Gallison, Mike Bladek and Nathan Fish- Track; Coach Martin, Devyn Colby and Hunter Davis- Girls Basketball / Baseball; Coach Grant, Devin Gilbert and Justin Grant- Boys Basketball; Coach Budaj, Shannon Stuart, Jordan Sierra, and Alison Pisciotta- Softball; Coach Weed and Troy Luchon- Golf; Ethan Ives and Caleb Teats- Wrestling; and Coach Martin, Mr. Damian Frassinelli and Hunter Davis- Unified Sports. Mr. Frassinelli also gave an update on Cheer and Ice Hockey.

Dr. Collin and the Board members were thanked for their support.

C. Exchange Student- Presentation of Experiences at Stafford High School

Dr. Collin said that when not in Stafford, Bianca Lammers lives in a small village on the outskirts of Haren, Germany, which is on the northwestern border by the Netherlands. She said that she's learned that Bianca also has an older brother, who was an exchange student in New Hampshire, which was a contributing factor in her decision to participate in the foreign exchange program.

Bianca officially started classes at SHS on 9/10/15. One of her main goals in attending school in the United States was to try new activities and learn as much as she could about American culture. School staff members note she has stayed true to that as she participated in several activities in which she had no prior experience, such as Drama and Basketball. Interested in guitar and clarinet, Bianca is also active in Ladies Chorale and is currently participating in Track. She has made many friends and enjoyed her time both in the United States as well as at Stafford High.

Dr. Collin noted that part of her experience in Stafford has been to adjust and adapt to many things, such as the differences between school schedules. Bianca attends high school in Germany from 8:00am - 1:20pm, with a few 20 minute breaks scheduled throughout the day during which students can leave. That is not the case in Stafford. Our grading systems also differ, for example, in Germany, grades are reported on a 1-6 scale. In addition, unlike Stafford High School where students travel classroom to classroom, in Germany the teachers switch classrooms while the students stay in the same classroom.

Dr. Collin said that while she has had to write many more term papers here at SHS, Bianca really likes the fact that we have many more course offerings from which to choose than is the case at her German high school. She liked the variety from which she was able to choose.

Bianca made a brief presentation to the Board regarding her experiences at Stafford High School.

D. Teacher of the Year 2017

Dr. Collin announced that Stafford's Teacher of the Year for 2017 is Ms. Colleen Martin, Special Education Teacher at Stafford High School. The announcement of her selection was made via a letter to staff, parents, and community members.

Dr. Collin also provided via the portal, an overview of the selection process, including the recent history of the Teacher of the Year program in Stafford, as prepared by Mr. Michael Bednarz, facilitator of the Stafford Teacher of the Year program.

Mr. Bednarz introduced Ms. Martin. Mr. Bednarz said that a few of the many things that impressed the TOY Committee about Ms. Martin were, as follows:

- The myriad of examples of reaching out to and advocating for her students
- Her contributions to making Stafford High School a fulfilling experience for staff and students
- The variety of ways she has reached out to parents and the community.

Ms. Martin was presented with an engraved clock on behalf of the district and the Board. Her name will also be added to the new TOY plaque that was created by the high school's industrial technology department.

E. Paraeducator of the Year 2017

Dr. Collin said that the Connecticut State Department of Education (CSDE) and the School Paraprofessional Advisory Council established the Connecticut Paraprofessional of the Year Program. Renamed the Anne Marie Murphy Paraeducator of the Year Program, its purpose is the following: *to recognize the important role of the paraeducator in supporting student achievement.* Through this program, each school district is allowed to nominate one paraeducator for this award, *who has demonstrated exceptional skill and dedication in the performance of his/her job, thereby earning the respect and admiration of students, teachers, administrators, coworkers and parents.*

Dr. Collin announced that Stafford's Paraeducator of the Year for 2017 is Ms. Phyllis Lindsay, Media Center Specialist at Staffordville School. Similar to the CSDE Teacher of the Year program, the nominee must meet specific criteria, which was outlined in Dr. Collin's letter to staff, parents, and community members dated April 28, 2016. A copy of the letter was provided for the Board via the portal.

Dr. Collin said that as Stafford's Paraeducator of the Year, Ms. Lindsay will be invited to participate in next year's Paraeducator of the Year Selection.

Mrs. Peggy Falcetta, Principal of Staffordville School, introduced Ms. Phyllis Lindsay. She noted that Ms. Lindsay is a valued member of the Staffordville School community, and she is positive, enthusiastic, dedicated and positively impacts the climate and culture of the school.

Ms. Lindsay was presented with an engraved marble apple on behalf of the district and the Board.

F. Recognition of Stafford Public Schools' Retiring Staff Members

Dr. Collin stated that the following staff members, certified and non-certified, will have retired by the end of the 2015-2016 school year:

- Linda Allegro, West Stafford School
- Lisa Falcone, Stafford Elementary School
- Barbara Honda, Stafford High School
- Marcia Meakim, Stafford Elementary School

Dr. Collin spoke briefly about each staff member and presented each that was present at the meeting with a gift.

G. Presentation of the 2015 – 2016 CAFE Student Leadership Awards

Dr. Collin stated that each year, the CAFE Student Leadership Awards program honors Connecticut high school and middle school students who exhibit exemplary leadership skills based on the criteria enumerated below. One male and one female student from each school is eligible.

- Willingness to take on challenges
- Capability to make difficult decisions
- Concern for others
- Ability to work with others
- Willingness to commit to a project
- Diplomacy
- Ability to understand issues clearly
- Ability to honor a commitment

The 2015-2016 recipients of this prestigious award from Stafford High School are Michael Bachiochi and Saylee Missell. Both students are eleventh graders. The recipients from Stafford Middle School are Gregory Estell and Grace Zopelis. Both students are eighth graders.

Mr. Marco Pelliccia, Principal of Stafford High School, and Mrs. Jennifer Hoffman, Principal of Stafford Middle School, presented their students. Mr. Estell was unable to attend, but sent a letter, which Dr. Collin read. The Board was also provided with biographical information about each student via the portal.

H. Presentation of the 2015 – 2016 Academic Growth and Student Leadership in Learning Awards

Dr. Collin reported that because the district is affiliated with the New England School Development Council (NESDEC), we have the opportunity to present the National School Development Council (NSDC) Award for Academic Growth and Student Leadership in Learning Award to two high school students. The NSDC is a network of regional school study councils, like NESDEC, that supports excellence, equity and continuous educational improvements.

She said that the NSDC award is presented to high school students, who have consistently pursued a high level of academic effort, and have also served as positive role models for the student body. Recipients of the award exemplify admirable character and accomplishment. The award is being presented to juniors this spring so that they may include it in their applications for colleges, universities, post-secondary vocational-technical schools and other post-secondary institutions.

Dr. Collin announced that the 2015-2016 recipients of this prestigious award are Wendelin Marmol and Matthew Frank. Mr. Pelliccia, Principal of Stafford High School, introduced the honorees.

I. Recognition of the Student Representatives to the Board of Education

Dr. Collin said that Allison Schoolnick, Student Representative to the Board of Education, is a senior, and Damon Reynolds, Alternate, is a junior. She said that they have done an outstanding job updating Board members on student activities not just at Stafford High School but also at our other schools and providing a

student's viewpoint on issues. They willingly offer input during Board of Education meetings and have served as advocates for students.

Dr. Collin and Mrs. Rummel presented Allison and Damon with a gift card and a certificate commemorating their service to the Board.

The Board took a recess at 8:20 p.m. The meeting reconvened at 8:35 p.m.

J. Cafeteria Profit and Loss through April 2016

Dr. Collin presented the Cafeteria Profit and Loss report through April 30, 2016, as prepared by Mr. Sam Adlerstein, Business Manager. She said that the Food Services program had a profit of \$4,404 for the month of April, and the report indicates a year to date profit of \$23,115.

Dr. Collin informed the Board that as indicated in Mr. Adlerstein's report, the district was recently informed that St. Edward School will not utilize the food service program next school year. Meeting the compliance standards has become increasingly difficult for St. Edward School, therefore, they will require all students to bring lunch from home. Mr. Adlerstein anticipates that this change will reduce revenues by an estimated \$13,000 next school year.

Mr. Roberts asked a clarifying question regarding the St. Edward school lunch program.

Item VIII. Public Forum

There were no questions or comments.

Item IX. Old Business

There was no Old Business.

Item X. New Business

A. Acceptance of Trumpet Donation

Dr. Collin said that according to 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.*

She said that on behalf of our school district, Mrs. Laurie Dillon, Music Teacher, submitted an application to "Horns for Kids" which is a tax-exempt, non-profit organization. Its purpose is "to encourage children to experience the thrill of performing music in school and as a life-long activity." The organization refurbishes used instruments and donates them to Connecticut schools throughout the year.

She said that the district is pleased to report that on May 10, 2016, Stafford High School was awarded a Yamaha trumpet valued at \$682.00. A complete listing of award recipients may be found at <http://www.hornsforkids.org/instaward.html>.

Ms. Shegogue made a motion, seconded by Mrs. Locke, that the Board of Education accept the donation of an alto saxophone from “Horns for Kids” to be used by the music department at Stafford Middle School for performances and other related activities. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried.

B. Review and Possible Approval of CSDE Healthy Food Certification Statement for July 1, 2016, through June 30, 2017

Dr. Collin stated that the Healthy Food Certification Statement must be approved by the Board of Education. She noted that it was provided via the portal for the Board’s review. This certification of compliance not only affects food and beverage offerings, but it also affects serving size. In addition, such requirements impact fundraisers and foods and beverages provided for the purpose of classroom celebrations and offered during after-school activities.

Dr. Collin reported that the increased cost of agreeing to comply with the Healthy Food Certification program has been an offset by a State reimbursement of 10 cents per lunch served in the previous year. The State provided a reimbursement to Stafford totaling \$16,436 for the 2010-2011 school year, \$16,239 for the 2011-2012 school year, \$15,453 for the 2012-2013 school year, \$14,049 for the 2013-2014 school year, and \$13,826 for the 2014-2015 school year.

Mrs. Walsh made a motion, seconded by Mrs. Locke, that the Board of Education approve the Healthy Food Certification Statement for the 2016-2017 school year, the provisions of which are outlined in Section 10-215f of the Connecticut State Statutes. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried.

Mrs. Walsh made a motion, seconded by Mrs. Locke, that the Board of Education authorize Mrs. Tracy Rummel, Chairperson, to sign the Healthy Food Certification Statement for 2016-2017 on behalf of the entire Stafford Board of Education. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried.

Item XI. Personnel Matters

A. Resignations- Administrative and Certified Staff Members

Mrs. Walsh made a motion, seconded by Mr. Kovaleski, that the Board of Education accept the resignations of the following staff members, as indicated:

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Buonome, Gregory	Assistant Principal	Stafford Middle School	June 30, 2016	Personal
Honda, Barbara	English Teacher	Stafford High School	End of School Year, June 2016	Retirement

Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried.

Item XIII. Adjournment

Mrs. Locke made a motion, seconded by Ms. Shegogue, to adjourn. Mr. Gallison, Mr. Kovaleski, Mrs. Locke, Mr. Roberts, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 8:43 p.m.

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

Tracy L. Rummel, Chairperson

Sonya Shegogue, Secretary