

**Special Meeting
Stafford Board of Education
Stafford Elementary School Conference Room
June 20, 2016, 6:00 p.m.**

Board Members Present: Mr. Jeff Roberts
Mrs. Tracy Rummel, Chairperson
Ms. Sonya Shegogue, Secretary
Mrs. Kathy Walsh

Absent: Mr. Scott Gallison
Mr. Peter Kovaleski
Mrs. Andrea Locke

Also Present: Dr. Patricia A. Collin, Superintendent of Schools
Mrs. Jennifer Hoffman, Principal, Stafford Middle School

Item 1. Call to Order- Establishment of Quorum

The meeting was called to order at 6:00 p.m. A quorum was established.

Item 2. Acceptance of “Full STEM Ahead” Grant Award for Stafford High School

Dr. Collin stated 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 provided a copy of a memorandum from Mr. Michael Bednarz, Director of Curriculum & Instruction, indicating that Stafford High School has been awarded a grant totaling \$2,639.39 toward the purchase of specific equipment for the Research and Development course. The equipment and corresponding values were enumerated in the memorandum. Dr. Collin explained that the grant was supported by 3M through DonorsChoose.com, which is why it’s being presented to the Board for acceptance.

Mrs. Walsh made a motion, seconded by Mr. Roberts, that the Board accept the “Full STEM Ahead” grant award, as presented. Mr. Roberts, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried.

Item 3. Review and Possible Approval of Middle School Mathematics Textbook

Dr. Collin said that as a result of the effectiveness of the *GoMath* program in grades kindergarten through five and the publisher’s subsequent expansion of the program to grades seven and eight, Mr. Michael Bednarz, Director of Curriculum & Instruction, and Mrs. Jennifer Hoffman, Stafford Middle School Principal are recommending the adoption of the program for students in grades six through eight for the 2016-2017 school year.

Dr. Collin reported that the selection committee was comprised of the following staff members: Ms. Donna Bourque, Ms. Deborah Szymanski, and Ms. Michelle Mancinelli. She said that their reasons for recommending expansion of the GoMath program to the middle school were enumerated in the memo that was provided, which was prepared by Mr. Bednarz.

The final negotiated cost of the purchase of the textbooks for students in grades six through eight, two copies of the teacher's guide for each grade level, professional development, teacher resource kits, and access to on-line materials for students and teachers is \$6,182.88. Dr. Collin said that funds are available through a combination of the current and next year's Curriculum & Instruction budgets.

Mrs. Hoffman was present to respond to questions.

Ms. Shegogue made a motion, seconded by Mrs. Walsh, that the Board adopt the *GoMath* program for the middle school, as presented. Mr. Roberts, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried.

Item 4. Obsolete Equipment

Dr. Collin stated that as reflected in the memoranda prepared by Linda Callahan, Library Media Specialist, there are 120 VHS titles to be removed from the Staffordville, 56 VHS titles and three books to be removed from the West Stafford, 77 books to be removed from Stafford Elementary and six headsets and five books from Stafford Middle School library media centers. According to Board of Education policy 3260-*Sales and Disposal of Books, Equipment, and Supplies*, such obsolete equipment must be returned to the Town of Stafford.

Mrs. Rummel asked about the disposition of the books, should the town not want them. Dr. Collin responded that the books would be offered to the classroom teachers first, and then they may be used at the recreation program and / or other town programs.

Mr. Roberts made a motion, seconded by Mrs. Walsh, that the Board of Education approve the return of the obsolete VHS titles, books and headsets as indicated in the attached memoranda, 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 VHS titles, the district will assume responsibility for proper disposal. Mr. Roberts, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried.

Item 5. Resignation- Certified Staff Member

Mr. Roberts made a motion, seconded by Mrs. Walsh, that the Board of Education accept the resignation of the following staff member, as indicated:

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Culpin, Joan	Instructional Support	Stafford Middle School	June 13, 2016	Retirement

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

Ms. Shegogue made a motion, seconded by Mr. Roberts, that **Item 6. Review and Possible Approval of SEA Memorandum of Understanding (Executive Session Anticipated)** and **Item 7. Superintendent's Evaluation- Working Session (Executive Session Anticipated)** be placed into executive session. Mr. Roberts, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried.

Mr. Roberts made a motion, seconded by Ms. Shegogue that the Board enter executive session. Mr. Roberts, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried. The Board entered executive session at 6:24 p.m. Dr. Collin and Mrs. Marinelli were invited to attend.

Mr. Roberts made a motion, seconded by Ms. Shegogue, to return to regular session. Mr. Roberts, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried. The Board returned to regular session at 6:30 p.m.

Item 6. Review and Possible Approval of SEA Memorandum of Understanding (Executive Session Anticipated)

Mrs. Walsh made a motion, seconded by Ms. Shegogue, that the Board approve the Memorandum of Understanding regarding changes to the current MOU dated May 9, 2016, regarding co-curricular salaries to reflect the elimination of Grade Level Leader (SES) PLC position [while retaining the Grade Level Leader (SES) position], the addition of a Grade Level Leader (SMS) position to be awarded stipends of \$550 (2016-2017), \$559 (2017-2018), and \$569 (2018-2019), and the inclusion of a Literacy Leader position to be paid a stipend equivalent to 5.3% of the teacher's salary in alignment with Director of Reading. Mr. Roberts, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried.

Mrs. Walsh made a motion, seconded by Ms. Shegogue, that the Board authorize Mrs. Tracy Rummel, Chairperson, to sign the Memorandum of Understanding on the Board's behalf. Mr. Roberts, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried.

Ms. Shegogue made a motion, seconded by Mrs. Walsh, that the Board enter executive session. Mr. Roberts, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried. The Board entered executive session at 6:35 p.m.

Mrs. Walsh made a motion, seconded by Ms. Shegogue to return to regular session. Mr. Roberts, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried. The Board returned to regular session at 8:05 p.m.

Item 7. Superintendent's Evaluation- Working Session (Executive Session Anticipated)

No action was taken on this item.

Item 8. Adjournment

Mrs. Walsh made a motion, seconded by Mr. Roberts, to adjourn. Mr. Roberts, Ms. Shegogue, and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 8:06 p.m.

**Respectfully submitted,
Christine C. Marinelli / Sonya Shegogue, Recording Secretary**

Tracy L. Rummel, Chairperson

Sonya Shegogue, Secretary

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