

**Special Meeting
Stafford Board of Education
Stafford Public Library
April 26, 2016, 5:30 p.m.**

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

Absent: Mr. Peter Kovaleski
Mrs. Kathy Walsh

Also Present: Dr. Patricia A. Collin, Superintendent of Schools
Mr. Nick Caruso, Connecticut Association of Boards of Education

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 5:39 p.m. A quorum was established.

Item II. Review and Possible Approval of Revisions to the 2015-2016 School Calendar and Authorization of the Board of Education Chairperson to Sign a Memorandum of Understanding with the Stafford Education Association (SEA)

Dr. Collin reminded the Board that on February 11, 2015, the Board of Education approved a 2015-2016 school year calendar, which reflected August 27, 2015, and June 8, 2016, as the first and last days of school for students, respectively.

She noted that during the course of the 15-16 school year, the district has had three school cancellations, the last of which was April 4th, due to inclement weather. This cancellation affected the anticipated graduation date of Friday, June 10th. At the request of high school students, Dr. Collin said that she was asked to explore options that may allow for commencement exercises to be held on June 10th rather than holding graduation on Monday, June 13th.

Dr. Collin reported that after consulting with administrators, certified, non-certified and non-affiliated staff members, she is recommending that the professional development day, scheduled for **Wednesday, May 18, 2016, be converted to a school day for students to make up for the day missed on Monday, April 4, due to inclement weather, which means that Friday, June 10, 2016, will be the last day for students.** She said that if the Board approves of her recommendation, certified staff members will, instead, participate in professional development activities on Monday, June 13, 2016, in order to meet their contractual obligation of 187 work days.

Dr. Collin said that Article 34: Length of School Year Extension of the *Professional Agreement between the Stafford Board of Education and the Stafford Education Association, July 1, 2013, through June 30, 2016*, specifies, "The administration will schedule professional activity assignments on workdays when students are not in attendance, provided that these days will not be scheduled after the last day of the student school year." Therefore, the Board of Education and Stafford Education Association needs to agree to a Memorandum of Understanding (MOU), which was provided for the Board's review.

Ms. Shegogue made a motion, seconded by Mrs. Locke, that the Board of Education approve of revisions to the 2015-2016 school calendar, as presented. Mr. Gallison, Mrs. Locke, Mr. Roberts and Ms. Shegogue voted for the motion, which carried.

Ms. Shegogue made a motion, seconded by Mrs. Locke, that the Board of Education authorize Tracy Rummel, Chairperson, to sign the Memorandum of Understanding (MOU) with the Stafford Education Association, indicating agreement that certified staff will participate in professional development activities after the last day of the student school year. Mr. Gallison, Mrs. Locke, Mr. Roberts and Ms. Shegogue voted for the motion, which carried.

Item III. Approval of Graduation Date- Class of 2016

Dr. Collin stated that Mr. Marco Pelliccia, Principal of Stafford High School, sent her a proposal to set the 2016 graduation date on Friday, June 10, 2016. Dr. Collin noted that to date, the district has had a total of three (3) school cancellations due to inclement weather. She said the with the aforementioned Board approval of May 18, 2016, as a student day, the last day of school for students will be Friday, June 10, 2016.

A list of other important Stafford High School events was also provided for the Board's review.

Ms. Shegogue made a motion, seconded by Mr. Roberts, that the Board of Education approve Friday, June 10, 2016, as the graduation date for the Class of 2016. Mr. Gallison, Mrs. Locke, Mr. Roberts and Ms. Shegogue voted for the motion, which carried.

Item IV. Discuss Roles of the Board of Education, Led by Mr. Nick Caruso, Connecticut Association of Boards of Education

Mr. Nick Caruso, Connecticut Association of Boards of Education (CABE), facilitated a discussion regarding the role of the Board of Education for improving student learning. He shared concepts from the Connecticut Lighthouse Project, which include the following roles: Set clear expectations; create conditions for success; hold the system accountable to the expectations; build public will; and learn together as a board team. He presented a graphic organizer with essential questions for each of the roles. For example, under **Create Conditions for Success**, the Board may ask itself, "What are we willing to support to ensure the expectations can be met?"

Item V. Review Strategic Plan Goals

Dr. Collin provided the Board members with copies of the district's Strategic Plan, which reflected some minor revisions that were proposed by the Administrative Council and shared with the Board at a previous retreat. Board members indicated consideration should be given to the Vision and P.R.I.D.E. statements, which were developed by Stafford High School with significant input from stakeholder groups, as we continue discussions about revisions to the Plan.

Item VI. Generate Board of Education Goals

Board members ask clarifying questions regarding practices of the district to which Dr. Collin and other Board members responded. Mr. Caruso offered to present a Community Leadership module (Lighthouse Project) in response to the Board's identification of building public will as an area of focus. The Board expressed interest in pursuing this area during a subsequent retreat.

Item VII. Adjournment

Ms. Shegogue made a motion, seconded by Mrs. Locke, to adjourn. Mr. Gallison, Mrs. Locke, Mr. Roberts and Ms. Shegogue voted for the motion, which carried. The meeting adjourned at 8:07 p.m.

**Respectfully submitted,
Christine C. Marinelli / Patricia A. Collin, Recording Secretary**

Tracy L. Rummel, Chairperson

Sonya Shegogue, Secretary