

**Regular Meeting  
Stafford Board of Education  
Stafford Elementary School  
November 24, 2014**

**Board Members Present:** Mr. Earl Goodell  
Mr. Peter Kovaleski  
Mrs. Andrea Locke  
Mrs. Tracy Rummel, Chairperson  
Ms. Sonya Shegogue, Secretary  
Mrs. Kathy Walsh

**Absent:** Mr. Tony Frassinelli

**Also Present:** Dr. Patricia A. Collin, Superintendent of Schools  
Mr. Michael Bednarz, Director of Curriculum and Instruction  
Mr. Gregory Buonome, Assistant Principal, Stafford Middle School  
Mr. Jerry Domanico, Business Manager  
Mr. Nicholas Girard, Student Representative  
Ms. Christine Griswold, Assistant Principal, Stafford High School  
Mrs. Beth LaPane, Supervisor of Food Services  
Mr. Matthew Moore, Alternate Student Representative  
Mr. Marco Pelliccia, Principal, Stafford High School  
Mrs. Amy Stevenson, Director of Pupil Services  
Mr. Kenneth Valentine, Principal, Stafford Middle School

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

The meeting was called to order at 6:33 p.m. A quorum was established.

**Item II. Pledge of Allegiance**

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

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

Regular Meeting, 10/20/14  
Special Meeting, 10/27/14

A consensus of the Board approved the Secretary's Report for the regular meeting held on October 20, 2014, and the special meeting held on October 27, 2014, as presented.

**Item IV. Treasurer's Report**

Grants, 10/22/14- \$14,423.56  
Grants, 10/24/14- \$1,257.76  
Bills, 10/24/14- \$234,437.14  
Grants, 11/13/14- \$6,855.26  
Bills, 11/13/14- \$118,512.26

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

## **Item V. Correspondence**

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

### **B. School Security “Talking Points” for Board of Education Members**

Dr. Collin stated that a set of talking points for Board members regarding school security was provided via the portal. She said that Board members were welcome to call her with any questions.

### **C. Connecticut Association of Public School Superintendents Student Recognition Awards Program**

Dr. Collin stated that the Connecticut Association of Public School Superintendents (CAPSS) Award is presented to students, who have served their respective communities, served others, achieved academic prowess relative to their ability, and demonstrated leadership to the school community. The spirit of the Superintendent’s award is also noted in the mission statement of CAPSS: to advocate for the continuous improvement of public education and to advocate for children.

She said that on Wednesday, November 5, 2014, the University Region Superintendents’ Association (URSA) formally recognized four Stafford students, who have demonstrated intellectual curiosity, social responsibility, democratic engagement and productivity, and who have excelled in the diverse programming offered in our schools. In addition to family members, students were joined by Mr. Marco Pelliccia, Principal, Stafford High School, and Mr. Ken Valentine, Principal, Stafford Middle School. Stafford students, who were recognized were Devan Yeo and Rachel Gallison, juniors at Stafford High School, and Talia Szozda and Nicholas Wyse, eighth graders at Stafford Middle School.

The program and student biographies were included via the portal.

## **Item VI. Board Reports**

### **A. Report from Student Representative**

Mr. Girard and Mr. Moore reported on the following topics:

- Dinner Theaters at SHS
- NCCC Music Festival at Windsor Locks HS
- Madrigals Performing at West Point
- Madrigal Feaste Performance
- Last Football Game (Tuesday Night)
- Sports Update
- NHS Can Drive
- The Blue Torch- School Newspaper
- Report Cards Issued a Week Ago
- Election for Alternate Student Representative will take place next week
- Math Meet
- Mr. Girard updated the Board on the State Student Advisory Council meeting that he attended recently. He noted that the Smarter Balance Assessment was discussed at the meeting, as well as other topics of interest.

**B. Budget Committee**

The Budget Committee members are Mrs. Rummel, Mr. Frassinelli and Mr. Kovaleski. Mr. Goodell and Ms. Shegogue are alternates. There was no update from this committee.

**C. Curriculum Committee**

The Curriculum Committee members are Ms. Shegogue, Mrs. Locke and Mrs. Walsh. Mrs. Locke stated that the committee met this evening prior to the Board meeting. She gave a brief update regarding the topics that were covered at the meeting, including focus areas and tasks for 14-15, report cards, Smarter Balance Assessments and Common Core.

**D. Policy Committee**

The Policy Committee members are Mr. Goodell, Mr. Kovaleski and Mrs. Walsh. There was no update from this committee. Dr. Collin stated that the administrative policy committee meeting is scheduled for Friday, December 4. A Board policy committee meeting will follow.

**E. Negotiation Committee**

The Negotiation Committee members are Mrs. Rummel, Mr. Frassinelli and Mrs. Locke. Ms. Shegogue is an alternate. Mrs. Locke stated that the committee has met twice since the last Board meeting. She said that the proposals have been presented, but they don't seem to be making much headway.

**Item VII. Superintendent's Reports**

**A. 2014 Scholastic Aptitude Test (SAT) Results**

Dr. Collin stated that the Board was provided with a detailed report, prepared by Mr. Marco Pelliccia, Principal of Stafford High School, on Stafford's SAT results for students in the class of 2014. While the results indicate that the class of 2014's performance is consistent with that of the last five graduating classes in all three sections of the SAT, the report identifies a strategy for future planning.

Mr. Pelliccia presented highlights from the report, which include the following:

- SHS students are competitive with surrounding towns (Tolland, Somers, Rockville and Ellington) and rank in the top 20% of all DRG F schools;
- In comparison to other schools in DRG F, SHS students achieved the 3<sup>rd</sup> highest score in Critical Reading, 2<sup>nd</sup> highest score in Math, and 3<sup>rd</sup> highest score in Writing; and
- While the State and national scores in mathematics decreased significantly, SHS students demonstrated continuous improvement.

Mrs. Rummel asked how many students took the SAT. Mr. Pelliccia stated that approximately 75% of students took the SAT, which is a decrease from last year. He said that more students are choosing two-year schools for economic reasons. Mrs. Rummel asked if Mr. Pelliccia felt that it would be helpful to expand the free PSAT testing to more students. Mr. Pelliccia said that it would be beneficial for all students to have access to the PSATs, and that the district covers the cost of this testing. He said that he would provide Dr. Collin with information regarding the additional cost to expand availability of the PSAT.

Mr. Pelliccia thanked his staff for working so hard on the many tests / initiatives that are in place at this time.

**B. Report on Graduation Rate- Class of 2014**

Dr. Collin reported that a letter and corresponding documentation from the State Department of Education, Bureau of Data Collection Research and Evaluation regarding the district's 2014 cohort graduation data was provided for Board members via the electronic Board packet. As indicated in the letter, the four-year cohort graduation rate tracks an individual cohort from its initial entrance into grade 9 through to graduation with a regular high school diploma in four years or less. While the letter invites principals to review the data and resolve discrepancies by November 20, 2014, Dr. Collin said that she is pleased to report that there are no discrepancies in the report.

She stated that the document entitled, "Four-Year Cohort Graduation Rate Documentation," (April 2013), provides background information, definitions, the data source and methodology for calculating the rates. In addition to the 2014 cohort graduation rate data, the estimated 2010, 2011, 2012, and 2013 data for all students and students with special needs was also provided. Lastly, data specific to our district's drop-out rates for the aforementioned years is included.

Dr. Collin noted that of particular interest is the 25% since 2010 increase in the percentage of students graduating with a diploma. She said that the district's high school drop-out rate has steadily decreased. Dr. Collin said that coupled with strategies employed beginning in the earlier grades, it is believed that these improvements are a direct result of the implementation of Scientific Research-Based Interventions (SRBI), "fully embraced" by staff at Stafford High School. The work of the Dropout Prevention Committee, which was instituted during Dr. Therese Fishman's tenure as former Superintendent, was also instrumental in raising the level of awareness in the district and community and in laying the groundwork for improvement.

Mr. Pelliccia reviewed the data that was provided for the Board members.

Mr. Pelliccia noted that the teacher teams should be commended for this success.

**C. Administrators' Reports on 2013-2014 School Goals and Presentation of 2014-2015 School Improvement Plans (SIPs)- Stafford High School and Stafford Middle School**

Dr. Collin stated that Mr. Marco Pelliccia and Ms. Christine Griswold, Principal and Assistant Principal, respectively, Stafford High School, and Mr. Ken Valentine and Mr. Greg Buonome, Principal and Assistant Principal, respectively, Stafford Middle School, would briefly highlight progress on the 2013-2014 School Improvement Plans (SIPs), and then provide an overview of the 2014-2015 School Improvement Plans, which are written in S.M.A.R.T. (Specific, Measurable, Attainable, Realistic and Timely) goal format.

Dr. Collin noted that in accordance with our new educator evaluation plan, Mrs. Amy Stevenson, Director of Pupil Services, and Mr. Michael Bednarz, Director of Curriculum & Instruction, are working collaboratively with all building administrators to attain student learning outcomes. Therefore, they were also present at the meeting to respond to questions from Board members.

There were no questions or comments.

**D. Cafeteria Profit and Loss through October 2014**

Dr. Collin presented the Cafeteria Profit and Loss report for July through October 31, 2014, as prepared by Mr. Jerry Domanico, Business Manager. She said that the Food Services program had a profit of \$12,192.70, while for the same period last year, reports indicated a profit of \$13,703.81.

She noted that while the number of serving days reflects a decrease of one, there was an increase of 8 breakfasts served per day. However, the average number of lunches served per day this year as compared to last year decreased but by 28. The data also reflects an increase of 180 free lunches and a decrease of 420 reduced price meals. Total sales revenue and production costs were lower this month as compared to last month. Mr. Domanico also provided information specific to food and labor costs.

Dr. Collin stated that due to a malfunction of the freezer unit at West Stafford School, all food stored in the freezer was lost. Although the freezer was repaired, an undetected secondary issue resulted in additional losses the weekend of October 19<sup>th</sup>, resulting in an estimated loss of food totaling \$1,563. Because the amount is below the district's insurance deductible, a claim was not submitted. To mitigate the impact of the loss, government commodities from other schools were used.

Dr. Collin noted that the program has implemented a sandwich station, which is receiving positive feedback, at the high school. Program personnel at Stafford Elementary School are implementing a snack program on a limited basis. The middle school is making purposeful efforts to involve its students in "Fuel Up to Play 60" in order to receive promotional items.

Ms. LaFlamme, head cook at Stafford High School, noted that the sandwich bar has been very successful at the high school and that the students seem to like having their own sandwich made.

Mrs. Locke asked about the Fuel Up to Play 60 program. Mr. Buonome stated that the program is very successful at the middle school.

#### **E. Head Start Report through October 2014**

Dr. Collin stated that the Basic Head Start Fund 160 is for the time period of February 1, 2014, through January 31, 2015. The second half of the grant year provides funding in the amount of \$58,570.21 through January 31, 2015. The detailed expense report as prepared by Mr. Jerry Domanico, Business Manager, indicates that the budgets for both grants have been entered and updated. The report indicates that a total of \$54,664.07 in expenditures/encumbrances has been posted to the grant through October 31, 2014. In addition, approximately \$137,464 of the Non-federal share (District funds required to be spent to support the program) is also reflected in the report.

Also funded from February 1, 2014, through January 31, 2015, is the detailed expense report for the Early Head Start Fund 182. The second half of the grant year provides funding in the amount of \$47,501.85 through January 31, 2015. The report indicates that a total of \$48,620.16 in expenditures/encumbrances has been posted to the grant through October 31, 2014. This report also reflects approximately \$28,495 of the Non-federal share.

In compliance with the Head Start agreement, the monthly program expense reports are presented to the Board of Education on a regular basis. In addition, the reports are periodically presented to the Head Start Parent Policy Committee, which also reviews the minutes of BOE meetings in order to stay abreast of the Board's actions.

There were no questions or comments.

#### **F. Update on Health Insurance and Dental Funds through October 2014**

Dr. Collin presented documentation prepared by Mr. Jerry Domanico, Business Manager, regarding the status of the district's self-funded health and dental insurance programs.

She noted that as of October 31, 2014, the health insurance fund reflected a total balance of \$384,837.79. At this time last year, the health insurance fund reflected a balance of \$129,208.76. Additionally, as of October 31, 2014, the dental insurance fund reflected a balance of \$35,404.94. At this time last year, the dental insurance fund reflected a balance of \$81,390.63.

**G. Financial Report through September 2014**

Dr. Collin presented the financial report sorted by object code of funds budgeted and encumbered/expended from July 1, 2014, through October 31, 2014, as prepared by Mr. Jerry Domanico, Business Manager. As indicated in Mr. Domanico's memorandum, the period to date expenditures/encumbrances total \$21,142,215, leaving a balance of \$5,767,580 or 21.43% of the total budget to be expended or encumbered by June 30, 2015.

Mr. Domanico also included a preliminary report, which includes State, federal and local grant awards, expenditures, and reimbursements received as of October 31, 2014. Dr. Collin explained that most grants are on a reimbursement basis, which means that the funding source of the grant reimburses the district after the latter covers the expense.

Mrs. Rummel asked if Mr. Domanico was concerned about any of the budget lines at this time. He stated that the heating oil and propane lines are being watched carefully, since we have had a cold fall this year. Additionally, he noted that the unemployment line is always an unknown.

**H. School Security Competitive Grant Award**

Dr. Collin stated that through Public Act 14-98, the School Security Competitive Grant Program (SSCGP) allows districts to make security infrastructure improvements in their schools for which they are reimbursed. The district's application was completed with input from Lieutenant Thomas Duncan and Sergeant Frank Prochaska, who also provided consultation for the development of our all-hazard school security and safety plans last month. Submission of the district's grant application, requests totaling \$466,470, was approved by the Board of Education on September 8, 2014.

Dr. Collin reported that while the district has not yet received the official \$462,970 award letter, she anticipates that Stafford Public Schools will be eligible at a reimbursement rate of 72.5% or \$335,653.25. As indicated in a memorandum prepared by Mr. Jerry Domanico, Business Manager, the district currently has \$25,000 budgeted for security upgrades. Therefore, in order to be eligible for the grant, additional funding through the Board of Finance will be necessary to cover the obligation of \$127,316.75. Mr. Domanico recommends that funds be allocated to a special account with the Town for the purpose of security upgrades for our five schools. Dr. Collin said that she is very pleased that the district's grant was almost completely funded. Dr. Collin said that once she receives the grant award letter, she will contact the Board of Finance regarding the request for the additional funding.

Mrs. Rummel stated that these improvements are very important for the schools.

Mrs. Locke asked a clarifying question regarding the budgeted funds / what would happen if the Board of Finance does not approve the additional funds.

**I. CABE / CAPSS Convention Update**

Dr. Collin stated that representatives from Stafford Public Schools at the CABE/CAPSS Convention, November 14-15, 2014, included Mrs. Tracy Rummel, Board of Education, and her. In addition, three student representatives, high school juniors, Allison Schoolnick and Richard McKenney, and high school senior,

Nicholas Girard, who currently serves as a Student Representative to the Board of Education, joined our team at the Mystic Marriott Hotel, Groton, on Saturday.

She noted that in addition to musical performances by the Parish Hill High School Chamber Choir and the Berlin High School Jazz Ensemble, Dr. Pas Sahlberg, Visiting Professor of Practice at Harvard University's Graduate School of Education in Cambridge, Massachusetts, and author of *Finnish Lessons: What Can the World Learn from Educational Change in Finland?* (2011) served as keynote speaker on Friday morning. Dr. Bill Daggett, Founder and Chairman of the International Center for Leadership in Education, recognized worldwide for his ability to move prekindergarten through grade 12 education systems "towards more rigorous and relevant skills and knowledge for *all* students," provided the keynote address on Saturday morning. Stefan Pryor, Commissioner of Education, also addressed attendees during the luncheon on Friday.

Below is a list of workshop titles and descriptors attended by Mrs. Rummel and Dr. Collin. Material from each of the presentations was also provided via the meeting portal.

- Schools and Public Safety: Trends and Standards in Policing Our Schools
  - This workshop explored the varied Connecticut models to provide school-based safety, including School Resource Officers, Security Personnel, and existing Board of Education employees. The discussion included current trends and laws regarding the use of armed personnel in our schools. Additionally, the presenters examined the legal standards applied by school officials during the conduct of investigations into student or employee misconduct and impacts and consequences of using public safety professionals during such investigations.
- Future of Boards of Education
  - One of the responsibilities of boards of education is to have a vision of the future, not only for students, but for public education and the roles and responsibilities of the Board. The presenters discussed boards today, including their strengths and weaknesses, and the issues that must be addressed so that boards can remain relevant, effective and poised to help their students achieve success. This workshop was based on a whitepaper, developed by the state association executive directors around the nations.
- Building Capacity to Successfully Navigate
  - As we all experience the "perfect storm" of educational change, we must chart a course for success. The best way to do so is to engage all constituent groups in understanding the challenges and embracing collaborative opportunities. Wallingford explained how it is navigating the seas of change through partnerships and leadership development in all community members.
- Fix It Before It Breaks
  - Over the years, the three presenters have watched boards learn, the hard way, that attitudes like "business as usual" and "we've always done it that way" can often lead to unforeseen problems, pitfalls and even legal claims. The presenters discussed real world examples of the need to review and update policies and practices in accordance with changes in the law and other changes to avoid "gotcha" actions by parents, community members, or even employees. They also discussed planning for BOE retreats and the effective development of responsibilities.
- Building Civic Synergy
  - Boards of Education sometimes experience conflict between the performance of their duties and responsibilities owed as both an agent of the state and an agent of its local municipality. The dual role often causes divergent views to arise between a BOE and other municipal boards and commissions and their officials and members. Nevertheless, boards of education should remember that they share a common goal with municipal officials: supporting the vitality and success of their local communities. Given the unique existence of a board of education with a municipal community, this workshop discussed conflicts that arise between board of education

and local government leaders and best practices for recognizing each side's point of view, working together to achieve common goals and satisfying individual interests.

- **Speak No Evil: The Legal Contours of Board Member Speech**
  - When do a school board member's obligations to the district supersede his or her rights to speak freely? When do a board member's personal grievances become a matter of public concern? At what point can and should a school board take action against one of its members due to his or her words or actions? This presentation was designed to address what can too often be a scourge of school districts, the board member with a serious lack of discretion or outright hostility against the board upon which he or she sits or against the district over which he or she shares oversight as a board member. Its purpose was to help board members avoid inadvertently crossing the lines of appropriate speech and thereby exposing themselves and their district to potential liability. Its further purpose was to assist school boards in walking the fine line between appropriate response and actionable overreaching and to avoid escalating fractious coexistence into a civil rights disaster.
- **Transformational Leadership**
  - The Plainfield Board of Education completed a strategic plan and audits of its special education, transportation, instruction and facilities. These efforts encouraged the board to establish universal Pre-K access, grade level benchmarks for technology performance, a new course sequence at the high school and universal PSAT/SAT testing and preparation. The workshop focused on how school boards can lead the charge for district transformation to improve student achievement.
- **Budgeting Philosophy and Strategies for Superintendents and Board Members**
  - The business manager from Region #5 Public Schools discussed budgeting philosophy and strategies designed to assist Superintendents and Board Members in developing, delivering and marketing a school budget. He provided a myriad of materials which addressed identifying cost savings and efficiencies, financial planning, and "selling" a budget to stakeholders.
- **Tough But Fair: Avoiding Discriminatory Practices**
  - This workshop reviewed the latest guidance from the Office for Civil Rights (OCR), U.S. Department of Education, concerning their findings of discriminatory treatment and discriminatory impact of discipline models on students of color (although the participants and presenters agreed the topic applied to other identified classes, e.g. students with special needs) and provided concrete suggestions for how to avoid such charges. Participants were provided with examples of investigations conducted by OCR in Connecticut and analyzed the information OCR solicited from the district to make the process more fair for all students while maintaining high standards of discipline and order. A breakdown in the perception of "fairness" can impact the level of civic engagement with the community and make it harder to maintain credibility on other initiatives.
- **How Boards of Education Can Create a Learning Organization**
  - Much has been written about "learning organizations" to respond to a changing environment by bringing about their own transformation. School districts, by their very design and values, must be considered learning organizations, or at least aspire to be one. The challenge of educating a child, regardless of the challenges and circumstances, calls for individual employees and for the organization to be committed to learning and to creating an organization that is imbued with relentless culture of learning. This workshop focused on the role of the board of education in creating a learning organization, both for the school district that it leads, as well as how the board itself can take actions to become a learning organization; an organization committed to systems thinking, building a shared vision and team learning.



In addition, our student representatives attended the following workshops:

- Student Representatives on Boards of Education: Policy Into Practice
  - This workshop was designed for students to better understand the roles and responsibilities of being a student representative to their Board of Education and how their voice can impact decisions that affect students in their district.
- Let’s Think About Thinking
  - In this facilitated session, students were introduced to a problem solving technique used to look at issues in their school and/or community from multiple perspectives. This tool takes the “ego” out of thinking and allows for objective and comprehensive consideration of the issue. After participating in the session, it was anticipated that students had knowledge of and practice with the problem-solving technique, equipping them to replicate the process at their high school and beyond.

Mrs. Rummel stated that she attends this convention every year, and she really enjoys attending. She noted that she hopes that other Board members will be able to attend with her next year.

**Item VIII. Public Forum**

There were no questions or comments.

**Item IX. Old Business**

There was no Old Business.

**Item X. New Business**

**A. Review and Possible Approval of 2014 – 2015 Budget Transfers**

Dr. Collin stated that Board Policy #3160: Transfer of Funds Between Categories addresses the Board’s ability to transfer appropriations “for school purposes to any other item of such itemized estimate, but expenditures shall not exceed the appropriation made by the fiscal authority combined with such money as may be received from other sources for school purposes.”

She noted that as indicated in the memorandum prepared by Mr. Jerry Domanico, Business Manager, while the change in vendors to Travelers Insurance has resulted in savings in workers’ compensation and liability insurance as compared to last year’s rates, our property insurance was quoted at a higher rate. In order to address the increase in property insurance, he is recommending a transfer of funds from workers’ compensation and liability insurance to cover the deficit.

Mr. Kovaleski made a motion, seconded by Mr. Goodell, that the Board of Education approve of the following transfers as presented:

Account Name	Account #	Current Budget	Transfer to / (Transfer from)	Revised Budget
Workers’ Compensation	001.058.270.2310.226	\$174,954	(\$30,157)	\$144,797
Property Insurance	001.08.520.2600.122	\$61,017	\$34,308	\$95,325
Liability Insurance	001.08.521.2600.120	\$64,437	(\$4,151)	\$60,286

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

**Item XI. Personnel Matters**

**A. Resignation- Certified Staff Member**

Ms. Shegogue made a motion, seconded by Mrs. Locke, that the Board of Education accept the resignation of the following staff member, as indicated:

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Rosemary Craig	School Psychologist	Staffordville School	11/4/14	Personal

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

**B. Approval of Request for Unpaid Leave of Absence- Certified Staff Member**

Mr. Goodell made a motion, seconded by Mrs. Locke, that the Board of Education accept the 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
Brenda Stenglein	9/1/1988	Stafford Middle School	Approximately 11/17/2014	January 4, 2015

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

Mrs. Locke made a motion, seconded by Mr. Kovaleski, that Item XI.C.- **Interview Candidate for the Position of Business Manager (Executive Session Anticipated)**, be placed into executive session. Mr. Goodell, Mr. Kovaleski, Mrs. Locke, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried.

There was a brief recess at 8:16 p.m.

**C. Interview Candidate for the Position of Business Manager (Executive Session Anticipated)**

Mrs. Locke made a motion, seconded by Ms. Shegogue to enter executive session. Mr. Goodell, Mr. Kovaleski, Mrs. Locke, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried. The Board entered executive session at 8:25 p.m. Dr. Collin was invited to attend the executive session.

Ms. Shegogue made a motion, seconded by Mr. Goodell to return to regular session. Mr. Goodell, Mr. Kovaleski, Mrs. Locke, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried. The Board returned to regular session at 9:22 p.m.

Mr. Goodell made a motion, seconded by Mr. Kovaleski that the Board appoint Mr. Sam Adlerstein to the position of Business Manager, at a salary of \$95,000 (pro-rated), effective December 1, 2014. Mr. Goodell, Mr. Kovaleski, Mrs. Locke, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried.

**Item XII. Student Matters**

There were no Student Matters.

**Item XIII. Adjournment**

Mrs. Locke made a motion, seconded by Mr. Kovaleski, to adjourn. Mr. Goodell, Mr. Kovaleski, Mrs. Locke, Ms. Shegogue and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 9:27 p.m.

**Respectfully submitted,**

**Christine C. Marinelli, Recording Secretary**

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**Tracy L. Rummel, Chairperson**

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**Sonya Shegogue, Secretary**