

**Special Meeting  
Stafford Board of Education  
Stafford Elementary School  
April 10, 2014**

**Board Members Present:** Mr. Tony Frassinelli  
Mr. Peter Kovaleski  
Mrs. Andrea Locke  
Mrs. Tracy Rummel, Chairperson

**Absent:** Mr. Earl Goodell  
Ms. Sonya Shegogue, Secretary  
Mrs. Kathy Walsh

**Also Present:** Dr. Patricia A. Collin, Superintendent of Schools  
Mr. Michael Bednarz, Director of Curriculum and Instruction  
Mr. Jerry Domanico, Business Manager  
Ms. Shelley Michaud, Principal, West Stafford 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 6:37 p.m. A quorum was established.

**Item II. Pledge of Allegiance**

Mrs. Rummel led the Board in the Pledge of Allegiance.

**Item III. Superintendent's Reports**

**A. Presentation and Discussion of the Reductions to the Itemized Estimate of the Cost of Maintenance (Budget) for Stafford Public Schools**

Dr. Collin reported that on April 7, 2014, the Board of Finance (BOF) directed the Board of Education (BOE) to reduce its budget in the amount of \$800,000, resulting in an itemized estimate of the cost of maintenance for Stafford Public Schools totaling \$27,365,776. This amount represents an increase of \$433,375 or 1.61 % over the approved budget for 2013-2014. In addition to current staff positions, which include certified teachers, certified instructional support staff, non-certified staff, reductions also reflect the elimination of summer school (K-8) and a reconfiguration of administration. It is important to note that staffing changes reflect a net reduction of 6.77 FTE.

Dr. Collin said that with the appointment of Mrs. Peggy Falcetta as Interim Principal of Stafford Elementary School, the position of Principal, Staffordville School, technically became open. She said that during a meeting with Staffordville School staff (certified and non-certified) on Friday, March 21<sup>st</sup>, she was asked to strongly consider allowing Mrs. Falcetta to serve as Principal to both Stafford Elementary and Staffordville Schools, for a number of reasons, some of which were shared during Public Forum at the Board of Education meeting on Monday, March 24<sup>th</sup>.

Dr. Collin stated that after much contemplation and research, discussions with union representatives, and a sensitivity to the economic climate, it became apparent that with the assignment of a Head Teacher at Staffordville School and reinstatement of the assistant principal (as a 10-month position), Mrs. Falcetta had the capacity and endorsement to serve as Interim Principal of both schools. She said that in lieu of hiring a new principal for Staffordville School, the Stafford Administrators' Association agreed to a stipend of \$10,000 in compensation for the additional responsibility. In addition, Head Teacher, Staffordville School, would receive a stipend of \$2,500, resulting in savings of \$121,199.

Dr. Collin reviewed the list of proposed reductions, as follows:

**Board of Finance Reduction to Budget (\$800,000) - Administrators' Recommended Reductions**

Reduce Art Teacher @ WSS/SVS from 0.8 to 0.6 (0.2 reduction)	111, 221	(\$8,656)	Includes salary and medicare
Reduce Social Studies Teacher @ SHS from 1.0 to 0.4 (0.6 reduction)	111, 221	(\$40,530)	Includes salary and medicare
Eliminate Reading Specialist Teacher @ WSS	111, 210, 221	(\$93,467)	Includes salary, medicare, benefits (medical/dental). Position eliminated
Add 2 part-time paraprofessionals (19.75 hrs. each) @ WSS	115, 220, 221	\$19,764	
Eliminate Special Education Teacher @ SHS	111, 210, 221	(\$84,053)	Includes salary, medicare, benefits (medical/dental). Open position, eliminated
Increase Tutoring Budget (Special Education)	110	\$22,394	Needed due to elimination of Spec. Ed. Teacher
Eliminate Elementary Teacher @ SES	111, 210, 221	(\$74,052)	Includes salary, medicare, benefits (medical/dental). Position eliminated; staff will fill position open due to retirement
Eliminate Instructional Support Teacher @ SES	111, 210, 221	(\$87,349)	Includes salary, medicare, benefits (medical/dental). Position eliminated; staff will fill position open due to retirement
Eliminate Instructional Support Teacher @ SMS	111, 210, 221	(\$82,348)	Includes salary, medicare, benefits (medical/dental). Position eliminated; staff will fill position open due to retirement
Eliminate FT Paraprofessional @ SHS	115, 210, 220, 221	(\$34,225)	Includes salary, medicare, benefits (medical/dental). Position eliminated; staff will fill position open due to retirement
Eliminate PT Paraprofessional @ SVS	115, 220, 221	(\$9,882)	Includes salary, medicare, benefits (medical/dental). Position eliminated; staff will fill newly-proposed open position @ WSS
Eliminate PT Paraprofessional @ SVS (newly-proposed position)	115, 220, 221	(\$7,505)	Special Education PK Enrollment has Decreased
Correction to Certified Staff Salary	111	\$32,602	Incorrect salary was reported for one staff member
Early Retirement Incentive (9 Certified Staff)	109, 111, 210, 221	(\$33,617)	Total of 9 certified staff; some positions were not replaced, these savings are captured elsewhere

Non-certified retirements (2 Staff)	115, 220, 221	(\$11,768)	Some positions will be filled by staff whose positions have been eliminated
Revisions to Degree Changes	111, 221	(\$16,100)	Will not meet requirements in 2014-2015
Revisions to Non-Certified Salaries	115, 220, 221	(\$4,434)	New hires, who do not receive Step increase next year, per contractual agreement
Reduction to Unemployment	260	(\$10,000)	Monthly payments have decreased; positions eliminated through attrition.
MicroSoft Office Upgrade	735	\$1,300	Annual cost option will allow for up to two years to move to Google Docs (Use next year to investigate via LRIT and implement in 2016- 2017).
Summer School Reg Ed K-8 Certified Staff	110	(\$36,180)	Program eliminated
Summer School Reg Ed SHS Certified Staff	110	(\$6,750)	Most of program eliminated; maintain 2 staff for credit recovery
Summer School Coordinator	110	(\$1,000)	Maintain one staff to prep and oversee credit recovery and extended school year services for students with special needs; to also assume secretarial responsibilities
Summer School SHS Secretary	115	(\$1,976)	Position eliminated; coordinator to assume responsibilities
Summer Reg Ed Paraprofessionals	115	(\$5,481)	Elimination of all but one (1) position for credit recovery, if needed
Summer School Reg Ed Transportation	510	(\$26,208)	Program eliminated; Special Education has budgeted for in-district bus for eligible students.
Summer School Supplies	611	(\$4,375)	Related to elimination of regular summer school (K-8)
Transportation	510	(\$49,140)	Reduced services by one bus
Line 530 Corrections	530	(\$2,082)	Translation error from budget worksheets
Electricity	622	(\$23,683)	Re-evaluated usage and factored savings from solar PV projects
Elimination of Primary School Principal Replacement	109, 210, 221	(\$121,199)	Includes salary, benefits (medical/dental), medicare minus \$10k stipend (SES Principal) and \$2500 stipend (SVS Head Teacher)
<b>Total Reductions- Approved 4/8/14</b>		<b>(\$800,000)</b>	
<b>Total Revised Budget w/BOF Reductions:</b>		<b>\$27,365,776</b>	

#### **Item IV. Public Forum**

A member of the audience expressed her concern regarding the plan to have Mrs. Falcetta working at both Staffordville School and Stafford Elementary School. She said that it seems like a lot for Mrs. Falcetta to do.

A member of the audience stated that should further cuts be necessary, she would not like to see the sixth grade science teacher position cut.

A member of the audience asked a clarifying question regarding the elimination of an elementary teacher at Stafford Elementary School.

A member of the audience expressed her concern regarding the plan to eliminate the Staffordville School principal position. She said that she doesn't feel that it is a solid idea to trade one administrator position for another.

#### **Item V. New Business**

##### **A. Approval of the Reductions to the Itemized Estimate of the Cost of Maintenance (Budget) for Stafford Public Schools**

Dr. Collin stated that on February 24, 2014, the Board of Education approved the itemized estimate of the cost of maintenance for Stafford Public Schools totaling \$28,165,776 for the 2014-2015 school year. This represented an increase of \$1,233,375 or 4.58% over the approved budget for 2013-2014. Subsequently, on April 7<sup>th</sup>, the Board of Finance (BOF) directed the Board of Education to reduce its budget by \$800,000, resulting in an itemized estimate of the cost of maintenance for Stafford Public Schools totaling \$27,365,776. This amount represents an increase of \$433,375 or 1.61% over the approved budget for 2013-2014.

Mr. Frassinelli made a motion, seconded by Mr. Kovaleski, that the Board of Education approve reductions in the amount of \$800,000, as mandated by the Board of Finance, to the 2014-2015 itemized estimate of the cost of maintenance for Stafford Public Schools, as presented (and detailed above). Mr. Frassinelli, Mr. Kovaleski and Mrs. Locke voted for the motion, which carried.

##### **B. Review and Possible Approval of New and Revised Board Policies**

Dr. Collin stated that on March 14, 2014, the following policies were initially discussed and reviewed by the Administrative Policy Committee (APC), which is comprised of the following staff: Mr. Michael Bednarz, Director of Curriculum & Instruction; Mr. Marco Pelliccia, Principal, Stafford High School; Mr. Gregory Buonome, Assistant Principal, Stafford Middle School; Mrs. Peggy Falcetta, Principal, Staffordville School; Mrs. Amy Stevenson, Director of Pupil Services and her. Subsequently, on April 3, 2014, the same policies were also reviewed by the Board Policy Committee (BPC), comprised of Mrs. Kathy Walsh (Chairperson), Mr. Peter Kovaleski, and Mr. Earl Goodell.

- **Policy 0521 Mission-Goals-Objectives: Nondiscrimination** (Existing policy with suggested revision based upon guidance provided by the U.S. Office of Civil Rights from CABE)
- **Policy 1250 Community Relations: Visits to the Schools** (Existing policy with optional revisions to consider from CABE)
- **Policy 4118.24/4218.24 Personnel-Certified/Non-Certified: Staff Relations** (A recommended "good practice policy" for consideration for placement in the District's policy manual from CABE)
- **Policy 5131.3 Students: Student Driving and Parking** (Existing policy with suggested revisions from Administrative Policy Committee)
- **Policy 5142.2 Students: Student Dismissal Precautions** (Existing policy with suggested revisions from Administrative Policy Committee)

Dr. Collin said that when new policies are presented to the Board of Education, the initial presentation serves as a "first reading" to allow for ample review, discussion and public comment prior to possible approval at a subsequent meeting, which serves as the "second reading." She said that because none of these changes are

suggested revisions based on legislation, the presentation of these policies at this time will serve as the first reading.

There were no questions.

**Item VI. Personnel Matters**

**A. Teachers Eligible for Tenure (Executive Session Anticipated)**

There were no questions. Executive session was not necessary.

**Item VII. Adjournment**

Mrs. Locke made a motion, seconded by Mr. Kovaleski, to adjourn. Mr. Frassinelli, Mr. Kovaleski and Mrs. Locke voted for the motion, which carried. The meeting adjourned at 7:12 p.m.

**Respectfully submitted,**

**Christine C. Marinelli, Recording Secretary**

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Tracy L. Rummel, Chairperson**

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Sonya Shegogue, Secretary**