

NORTH BRANFORD BOARD OF EDUCATION MEETING
August 17, 2006

The North Branford Board of Education was called to order on August 17, 2006 at the Totoket Valley Elementary Library Media Center at 6:12 p.m. The following members attended:

Board Chairperson:	Cheryl Smith
Board Vice-Chairperson:	Bonnie Symansky
Board Secretary:	Marcy Onofrio
Board Members:	John Bozzuto, Jr. Elisabeth Caplan Ron Haskins

Superintendent of Schools: Dr. Robert K. Wolfe

MOTION: Moved by John Bozzuto and seconded by Elisabeth Caplan to adjourn to Executive session as per Section 1-225 of the Connecticut General Statutes as permitted by Section 1-200 (6) (a,b & c) of the Connecticut General Statutes to discuss personnel and regulations.

ALL VOTED AYE

MOTION: Moved by John Bozzuto and seconded by Elisabeth Caplan to reconvene to Public session at 6:53 p.m.

ALL VOTED AYE

Chairwoman Cheryl Smith asked for a moment of silence for Cheryl Jackson who passed away this summer. Mrs. Smith stated that Cheryl heroically battled cancer for several years. Cheryl was a computer aide at STW who gave exceptional service while battling this disease.

I. Visitors

Director of Business/Personnel:	Donald Winnicki
Director of Curriculum/Instruction:	Joan Follo
Principals:	Michele Saulis, NBHS Alan Davis, NBIS Nancy Brittingham, TVES Robin Brown-Criscuolo, JHS Dr. Karen Johnson, STW

Carter Welch
Joanne Wentworth

Todd Stoeffler
Marcia Staffa

Dolly Potter

I. Consent Agenda

a. Minutes

Minutes of the July 20, 2006 North Branford Board of Education meeting.

b. Resignations

The Superintendent has received a resignation notification from Ms. Julie Perry, library media specialist at NBIS, effective for the 2006/2007 school year.

The Superintendent has received a resignation notification from Mr. Peter Johnson, .6 physical education teacher at TVES and JHS, effective August 3, 2006.

The Superintendent has received a resignation notification from Mr. Craig Creller, mathematics teacher at NBHS, effective August 13, 2006.

c. Appointments

See Superintendent's report.

d. Leaves - None at this time.

e. Field Trips – None at this time.

MOTION: Moved by Ron Haskins and seconded by John Bozzuto to amend the Consent Agenda to include the resignation of Mary Lovelace, 2nd grade teacher at JHS.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
JOHN BOZZUTO, JR.:	AYE
ELISABETH CAPLAN:	AYE
RON HASKINS:	AYE

MOTION PASSED 6-0

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MOTION: Moved by Ron Haskins and seconded by Elisabeth Caplan to approve the Consent Agenda as amended.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
JOHN BOZZUTO, JR.:	AYE
ELISABETH CAPLAN:	AYE
RON HASKINS:	AYE

MOTION PASSED 6-0

III. Superintendent's Report

a. **Recognition** – None at this time.

b. **Communications**

Dr. Wolfe distributed the New Teacher Orientation schedule to all Board members and invited them to attend asking them to call Central Office if they were able to attend on August 24th and August 25th.

Superintendent Wolfe also informed the Board of the Opening Day Convocation on August 28th which will also include the Board Chair and our Teacher of the Year addressing staff members. He stated that invitations were mailed inviting all Board members to the breakfast at 8:00 a.m. in the NBHS cafeteria and the Opening Convocation at 9:15 a.m. at the North Branford auditorium.

Dr. Wolfe also distributed a copy of the August 28th- 30th In-service days. He complimented and thanked Joan Follo and the administrative team for their hard work on these three, very packed days.

Superintendent Wolfe spoke about the article that was in the New Haven Register about the North Branford/North Haven Summer Camp Program. He mentioned that it was great to see pictures of our students and North Haven students and the teacher from the Bubblemania camp.

c. Authority to Hire

The Superintendent under the authority granted at the June Board Meeting has extended contracts to the following individuals:

Rebekah Fox	biology	NBHS	Bachelors, Step 1
Lisa Stopka	.5 kindergarten teacher	JHS	Masters, Step 4
Erin Merritt	theater arts	NBIS	Masters, Step 1
Kelly Golia	grade 5 (1 yr. only)	TVES	Masters, Step 1
Megan Reyher	grade 4	TVES	Bachelors, Step 2

Dr. Wolfe stated that we are in the process of hiring a high school math teacher and a .6 physical education teacher. A long- term substitute has been hired for the library media position at NBIS.

d. Enrollment

Superintendent Wolfe distributed a snapshot of enrollment from June, July and August. The Superintendent provided up-to-date changes at the Board Meeting. He stated that by hiring a .5 kindergarten teacher at JHS these classes now have a very manageable number. He mentioned that paraprofessionals have been hired for kindergarten. The third grade at JHS is now reflective of a decline but there is still the ability to put students at TVES. He also mentioned that we are watching fourth and fifth grades at TVES very closely on a day-to-day basis.

e. Curriculum Guides

Last month, the Board was provided a copy of the Health Education Curriculum Guide K-12 for review. Joan Follo, Director of Curriculum & Instruction was present and answered questions the Board had. At this time the Superintendent is requesting the approval of this curriculum guide.

Dr. Wolfe stated that Carter Welch was very instrumental in the development of this guide.

Joan Follo remarked that Carter Welch was very in tune to what had to be done to develop this curriculum guide and mentioned he did an outstanding job. Joan mentioned that the nutrition and wellness policy would tie in very nicely with this curriculum.

Elisabeth Caplan stated she was very impressed with the comprehensive nature of the entire Health Education Curriculum Guide and it will be an excellent addition for our school system.

Joan Follo mentioned that Carter Welch volunteered to in-service the elementary school staff.

MOTION: Moved by Elisabeth Caplan and seconded by Marcey Onofrio to approve the Health Education Curriculum Guide K-12 as submitted.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
JOHN BOZZUTO, JR.:	AYE
ELISABETH CAPLAN:	AYE
RON HASKINS:	AYE

MOTION PASSED 6-0

Dr. Wolfe gave a special thanks to the committee members who contributed to the development of this curriculum guide.

The Superintendent also presented to Board Members a copy of the K-5 Social Studies Curriculum Guide. Joan Follo was available to answer any questions the Board had regarding this curriculum guide.

Bonnie Symansky stated we are becoming a very global community and was glad to see the new curriculum addressed this.

Dr. Wolfe mentioned that this curriculum had not been replaced since 1985.

f. Curriculum Management Cycle

The Curriculum Management Cycle drives instructional improvement. The Superintendent provided a copy of the Curriculum Management Cycle that was revised on June 27th. It should be noted that the implementation phase has been divided into two phases to ensure that the school system, in some curricula areas, has the capacity to implement the change.

Dr. Wolfe stated that in the planning aspects of the school district there are three building blocks now in place:

- Strategic Plan
- Building Base Initiatives
- Curriculum Management Cycle

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He mentioned that the cycle is constantly evolving because we may have to slow down or speed up in a particular curriculum area. Sometimes we might even have to go back because the state of Connecticut has framework changes or other reasons.

Cheryl Smith questioned what happened with the information and how is the work accomplished with the curriculum that was evaluated last year. (math, character education, etc.)

Joan Follo stated that the evaluation phase is to evaluate whether or not the written curriculum was actually taught. The evaluation team looks at a number of different things. They look at if assessments initiate that students are learning the way the curriculum has been developed and written and determine if curriculum needs updating. After, the information goes to the Board of Education to process and identify areas that they feel needs improvement. Then it goes to the Review phase and many of our educators who are on the Evaluation Phase committee are also on the Review Phase committee and there is an intense study of the curriculum. Recommendations are then made to the Board and the Development Committee. Joan Follo mentioned that the character education evaluation had been postponed for two years because of several other huge committees that need to be developed.

g. Strategic Planning Goals

The Board had previously received recommended goals from administration for the 2006/2007 school year. These goals in part, drives the work of the school system and constitutes a major piece of our school improvement plan. The Board received the recommended goals just prior to the last Board meeting.

MOTION: Moved by John Bozzuto and seconded by Marcey Onofrio to reconsider and approve the Strategic Planning Action Plans as submitted as the goals for the 2006/2007 school year.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFIRO:	AYE
JOHN BOZZUTO, JR.:	AYE
ELISABETH CAPLAN:	AYE
RON HASKINS:	AYE

MOTION PASSED 6-0

Dr. Wolfe mentioned that 2.7, 2.8 and 2.9 are still listed because we want to keep a high profile and focus on community service. It is our hope that these three plans become operational next year and we will move to the section of the plan that is on going.

Dr. Wolfe remarked that Strategy 4 -Plan 6 looks like it is for all schools but it is really intended for the middle school for the renovate as new NBIS.

Strategy 1 – Plan 5 is for reporting student progress and will probably take more than one- year and will involve technology to a large degree. Dr. Wolfe remarked that when we identify a plan we can pick and choose steps from the plan. They are not always in sequence.

Bonnie Symansky questioned Strategy 3 – Plan 14 and questioned if time was given to collaborate and if there was release time for professional development and how it is being managed.

Dr. Wolfe remarked that this plan is mostly for the NBHS library and there will be recommendations to the Board for space, personnel and professional development after this year when items are identified.

Mrs. Symansky asked if there would be release time for this collaboration.

Dr. Wolfe remarked that the High School Principal has at her discretion the ability to utilize in-service funds to create release time. It will probably be completed in combination with after school time, release time and in-service days.

Mrs. Symansky noted that she feels that it is really needed for communication between the library and the NBHS teachers.

Dr. Wolfe stated he couldn't agree more.

Bonnie Symansky also questioned how we identify community service.

Dr. Wolfe remarked that each building develops meaningful, safe community service plans that have to be approved by the building principal. Community service can be district-wide, building based, grade level or classroom based. All Community Service projects must meet certain criteria to be approved by building administration.

Mrs. Symansky questioned how we identify what strategy number and what plan we use first.

Dr. Wolfe remarked that it has to do with how many initiatives we can take on and ultimately how much money is available. Also what the next logical step would be.

Cheryl Smith inquired about the community service portfolios and NBHS.

Dr. Wolfe stated that we have new administration to address this.

h. Adequate Yearly Progress

The Superintendent provided a preliminary report of Adequate Yearly Progress Results for elementary and middle schools. Once again, North Branford had a high participation rate and a high percentage of students at or above proficiency. The picture is similar to the one the Board received last year.

Dr. Wolfe mentioned that there would come a time when we do not meet the state's criteria but it will be a number of years before this happens. He remarked that in the year 2014 the state is looking for 100% to meet the target including all special education students. Dr. Wolfe mentioned that 280 schools in the state that did not meet the criteria. He noted that it is unlikely there will be any changes until after the presidential election.

Cheryl Smith questioned how we compared to last year.

Dr. Wolfe states about the same as last year.

Bonnie Symansky asked if the change in our ERG effected anything.

Dr. Wolfe stated no but we are being compared to schools like Westbrook and Salisbury. He noted that we have gone from one of the smallest schools in our ERG to one of the largest schools in the ERG.

i. Giraffe Heroes Report

The Superintendent and the administrative team provided a report to the Board of Education on the major initiatives from the Board's 2005/2006 goals. Action Plans 2.7, 2.8, and 2.9 were developed to increase community service within our schools. Part of the Mission of the North Branford Public Schools is to develop responsible citizens. Community service is a key component in developing responsible citizens.

Community service comes in many shapes and sizes. Students from kindergarten to grade 12 were involved in hundreds of community service projects. While some of the larger projects like the *Community Food Drive* and *Relay for Life* get a fair amount of publicity, there was meaningful community service at all levels and a variety of sizes.

The Superintendent provided a written report on the accomplishments of our students and faculty in meeting the Board goals. While these Action Steps have become operational, it is recommended that they remain part of the Board's goals for one additional year to keep the focus on this important work. The Superintendent thanked building administration for developing and tailoring a plan in each building that ensured safe projects, meaningful projects and also included a procedure to recognize the actions of students.

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Dr. Wolfe mentioned that the Giraffe Project was a national organization developed for people “who put their necks out” to help other people. They publish articles on people who do outstanding service. He mentioned several projects our students were involved in. (Senior Citizen Lunch, Painting of Senior Center, Relay for Life, Community Round-up, Ronald McDonald House, etc.)

Alan Davis mentioned that NBIS participated in the Kind Acts Foundation to recognize students for performing good deeds. This organization is web-based and they provide certificates of merit and commemorative pins to deserving students.

John Bozzuto remarked that this is a very positive way to recognize our students.

Dr. Wolfe mentioned that a variety of photographs of our students doing community projects would be shown at the Opening Convocation.

IV. Committee Reports

The Board of Education will review and take possible action on committee reports.

a. Negotiations

Dr. Wolfe mentioned that he would be meeting with the paraprofessionals group on August 22, 2006 at 5:30 p.m. and he would like as many members of the negotiations committee as possible to attend.

Cheryl Smith stated she would be unable to attend.

b. Budget

Dr. Wolfe distributed a list of proposed meetings to Board of Education members.

c. Buildings & Ground

Donald Winnicki reported on the following:

STW:

Soffit and vinyl coated aluminum fascia work has begun. The work included killing the mildew on the existing transite soffit and wood fascia, installing a drip edge on the bottom of the fascia, and a PVC coated aluminum siding on the fascia and drip edge.

TVES:

General repair of roof work and installation of scuppers on the gym roof.
Replacement of the gym floor.

NBIS:

Auditorium painting and the repair of two “eruptions” in the gym floor. Areas were weighted and then repaired.

NBHS:

Asbestos abatement and carpet removal in room 220.

Science Lab work in room 114 is substantially completed. Maintenance is finished with the plumbing but the contractor has to return to complete several punch list items.

Hot water tank in boiler room was leaking after the removal of asbestos insulation last summer. Maintenance relocated the domestic hot water heater and installed a new hot water tank. This included the installation of a code-mandated mixing valve. Several isolation valves were replaced and new piping runs were completed.

Bleacher work was completed, including several modifications required by local building official, fence adjacent to soccer fields was replaced and gated and the walkway from the ticket booth to the bleachers was paved.

Parking lot spaces were striped by Public Works.

Cheryl Smith questioned the fence with the exposed iron.

Donald Winnicki stated that this was all taken care of with a face plank across the whole edge.

A meeting was set for the Building and Grounds sub-committee on September 12, 2006 at 4:00 p.m. The Budget sub-committee will meet on the same date at 5:30 p.m.

d. Curriculum

Elisabeth Caplan stated the Curriculum Committee met before the Board meeting and discussed the Social Studies K-5 Curriculum and the Consumer Science Curriculum. She remarked that the new block scheduling would be very advantageous to the Consumer Science course.

Bonnie Symansky stated she was delighted that this course was offered as not everyone goes to college. She mentioned that this course covers everything from dishwashing to managing a cafeteria. She remarked that the Board was asked to sponsor the textbooks which will be about \$1,164.00. She stated that the Carl Perkins Grant paid for items like the stove, refrigerator, etc. Mrs. Symansky remarked that this program would like to get students involved at a younger level.

Elisabeth Caplan stated this course ties into the Wellness and Nutrition Policy.

e. Pension

Elisabeth Caplan remarked that the Pension Committee met on August 10, 2006 and discussed pension for three Town employees. She also mentioned that different types of investments were discussed.

f. Policy

The Board of Education has received an advance copy of the North Branford Public Schools Nutrition and Wellness Policy.

Due to the fact that the State requires that the Board have this policy in place on or before the beginning of the 2006 school year, the Board Chair is requesting the waiving of the Board policy which requires a first and second read of a policy prior to its motion to approve.

MOTION: Moved by Bonnie Symansky and seconded by Marcey Onofrio to waive the Board Policy of requiring a first and second read of a policy prior to approval.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
JOHN BOZZUTO, JR.:	AYE
ELISABETH CAPLAN:	AYE
RON HASKINS:	AYE

MOTION PASSED 6-0

MOTION: Moved by John Bozzuto and seconded by Bonnie Symansky to accept the North Branford Public Schools Nutrition and Wellness Policy as submitted.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
JOHN BOZZUTO, JR.:	AYE
ELISABETH CAPLAN:	AYE
RON HASKINS:	AYE

MOTION PASSED 6-0

Elisabeth Caplan questioned if this policy could include physical activity in the classrooms.

Ron Haskins stated he felt the way it was written encompasses everything.

John Bozzuto agreed that the wording encompassed everything.

Elisabeth Caplan stated she would like to see the policy include a Nutrition and Wellness program encompassed in the 9-12 Consumer Science Curriculum.

Ron Haskins stated the policy could be amended as the new curriculum goes along.

Cheryl Smith mentioned we should consider doing this at a later date as the Consumer Science Curriculum would be submitted in October, 2006.

Elisabeth Caplan thanked Carter Welch and Donald Winnicki for their work on the committee stating it was a good start for the district.

g. ACES

Cheryl Smith stated the next meeting of ACES would be in September, 2006.

h. Strategic Planning

Strategic Planning was discussed earlier in the meeting.

i. Building Committee

Dr. Wolfe mentioned that he met with NBIS administrators, the architect, Construction manager and the Town manager on the NBIS project to review preliminary numbers.

j. Calendar Committee

No report at this time.

Dr. Wolfe distributed our school pocket calendars to Board members. He mentioned the artwork by North Branford students on the calendars.

Cheryl Smith questioned when students would receive the school calendar.

Dr. Wolfe stated on the first day of school.

k. Transportation/Bus Safety Committee

No report at this time.

l. Communication

Bonnie Symansky remarked that July's Board meeting was not taped. This Board meeting was taped and will be shown on the government channel. She mentioned there would be a communications meeting on Wednesday, August 23, 2006. She remarked that the committee met with the local access people to discuss what the educational channel is for and what could be shown. Mrs. Symansky mentioned that Abby White volunteered to run a video club for NBHS students.

V. New Business

Related only to items removed from the Consent Agenda.

VI. Visitors and Press

No comments at this time.

XIII. The next regular Board of Education meeting is scheduled for September 21, 2006 at Totoket Valley Elementary School.

XIV. Adjournment

MOTION: Moved by Ron Haskins and seconded by John Bozzuto to adjourn this meeting of the North Branford Board of Education at 8:22 p.m.

ALL VOTED AYE

Respectfully submitted,

Sherry Ardine
Account Clerk