

**North Branford Board of Education Meeting
January 18, 2007**

The North Branford Board of Education meeting was called to order at 6:35 p.m. in the Conference Room of Totoket Valley Elementary School on Thursday, January 18, 2007. The following members attended:

Board Chair:	Cheryl Smith
Board Vice-Chair:	Bonnie Symansky
Board Secretary:	Marcey Onofrio
Board Members:	Ron Haskins
Superintendent of Schools:	Dr. Robert K. Wolfe
Absent:	Elisabeth Caplan John Bozzuto, Jr.

MOTION: Moved by Bonnie Symansky and seconded by Cheryl Smith 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 negotiations, legal matters and personnel.

ALL VOTED AYE

MOTION: Moved by Ron Haskins and seconded by Bonnie Symansky to reconvene to Public Session in the Library Media Center at 6:50 p.m.

ALL VOTED AYE

I. Visitors

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

Mary Bigelow
Christine Imperato
Cindy Sorrentino
Margaret McDonald
Kara Maculaites

Jessica Ferraro
Shawn Parkhurst
Kathy McNelis
Louis Criscuolo, Jr.
David McMahan

Todd Stoeffler
Margaret Hrabchak
Nikki Shea
Tracy Maculaites

At this time there were no visitor comments.

II. Student Representative

Jessica Ferraro reported on the following:

January 16th thru January 19th was mid-year exam week at NBHS with the second semester beginning January 22, 2007.

Winter Sports- Girls' Basketball and Hockey are very competitive with wins but Boy's Basketball is struggling with a major loss against Morgan last week with three seniors out due to injuries.

Semi-Formal- Student Council will sponsor a semi-formal dance at NBHS on February 21, 2007. They are considering a black and white theme for the dance.

Hawaiian Luau- Student Council hosted an Hawaiian Luau for all NBHS teachers in celebration of the end of first semester.

III. Consent Agenda

a. Minutes

Minutes of the December 21, 2006 North Branford Board of Education meeting.

b. Resignations - None at this time.

c. Appointments - None at this time.

d. Leaves - None at this time.

January 18, 2007

e. Donations - None at this time.

f. Field Trip - None at this time.

MOTION: Moved by Ron Haskins and seconded by Marcey Onofrio to approve the Consent Agenda as submitted.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
RON HASKINS:	AYE

MOTION PASSED 4-0

Dr. Wolfe distributed two thank-you notes from staff members.

III. Superintendent's Report

a. Recognition - None at this time.

b. Communications - None at this time.

c. Principal Search

The Superintendent provided the Board with an update on the Principal search at Jerome Harrison School. This Board meeting completed an extensive process. The Superintendent made a recommendation of Shawn Parkhurst for this position.

MOTION: Moved by Bonnie Symansky and seconded by Ron Haskins to approve the appointment of Mr. Shawn Parkhurst to the position of Principal of Jerome Harrison School effective April 2, 2007 in accordance with the terms of the contract between the North Branford Board of Education and the North Branford School Administrators' Association

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
RON HASKINS:	AYE

MOTION PASSED 4-0

January 18, 2007

Dr. Wolfe noted that there were twenty-nine in-state candidates and two out-of-state candidates that applied for this position. From these thirty-one candidates nine were chosen to be interviewed by the committee. Serving on the Principal Search Committee were three JHS teachers, 2 JHS parents, Board of Education Chair, Superintendent Wolfe and several administrators. Candidates were then chosen from these nine for a second interview with Donald Winnicki, Director of Business/Personnel, Joan Follo, Director of Curriculum/Instruction and Superintendent Wolfe. A third interview was held in the final candidate's hometown and references were checked extensively.

Shawn Parkhurst is a Principal in the Clinton Public School System at the Abraham Pierson School and comes to us with a wealth of talent, high energy level and an expertise in early childhood education, response to intervention, integration of technology and data mining.

Cheryl Smith welcomed Shawn to the North Branford System remarking that she is appreciative of his energy and she feels is a very good recommendation for Principal of Jerome Harrison School.

Shawn Parkhurst stated he is thrilled to come to North Branford where there is a team collaborative atmosphere and he is excited to start in North Branford.

d. Language Arts K-5 Review Phase Report

As part of the Curriculum Management Cycle (CMC), the Language Arts K-5 team has developed the Review Phase Report. The review phase is the first phase of the CMC when members of the curriculum team examine the present K-5 Language Arts program in relation to any internal or external factors that will impact their curriculum as they enter the Development Phase. Recommendations were included in the report to assist those who will develop/revise the new K-5 LA Curriculum.

Dr. Wolfe thanked Joan Follo who chaired this committee and all members of the Language Arts Curriculum team.

Joan Follo stated that focus groups met at all three elementary schools and the information from these meetings became the basis from which questions were developed for a K-5 language arts survey that was distributed to all three elementary schools. Surveys were tallied and results were shared with the LA committee. Joan stated recommendations were looked at and addressed as well as state mandates.

Joan Follo thanked consultants Margaret Hrabchak, Sheila Roberti, Betty LaPointe and Barbara Gasparine.

e. Proposed 2008 Board of Education Meeting Dates

The Superintendent provided proposed 2008 Board of Education Meeting dates for Board action.

Dr. Wolfe stated that problems had to be worked around as Thanksgiving fell on the third Thursday and in March the third Thursday was the day before Good Friday.

Cheryl Smith questioned the March meeting and it was agreed by Board of Education members to change the March 20, 2008 meeting to March 13, 2008.

Bonnie Symansky questioned if any of the Board meeting dates conflicted with Jewish Holidays.

Dr. Wolfe and Board of Education members checked the calendars and stated that they did not conflict.

MOTION: Moved by Marcey Onofrio and seconded by Ron Haskins to approve the 2008 Board of Education Meeting Dates as amended.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
RON HASKINS:	AYE

MOTION PASSED 4-0

f. Reporting Student Progress

The Superintendent was pleased to report that a committee under the direction of Joan Follo, Director of Curriculum and Instruction, will explore and make recommendations regarding reporting student progress. This committee can now begin its work as a result of the curriculum revision that has taken place over the last six years. The committee is not simply a report card revision committee but will look at all aspects of reporting student progress and the roll students and parents play in the process. It is expected that the committee work will take up to two years.

Joan Follo stated the committee will keep the Board of Education updated and communications open on all key elements.

g. Jerome Harrison Headstone/Cornerstone

The headstone and cornerstone from the original Jerome Harrison School was thankfully saved by Public Works Director, Fran Merola, when the building was demolished. The stones were safely stored in a bay at the Public Works garage. The original stones were recently installed in front of the existing building. This installation was made possible in part due to a generous donation from the Jerome Harrison PTO. The Superintendent extended his sincere thanks to those involved in this project especially Robin Brown, Barbara Gasparine, the JHS PTO, Tom King and Fran Merola.

h. Summer of '07

The Superintendent provided the Board with a preliminary report on the Summer of '07. This summer's program is entitled "classic toys...great camps!" Last summer 1,776 registrations were processed in the cooperative program with North Haven. This summer's program will feature camps based on Tinkertoys, Lincoln Logs, Lego, marbles Frisbee, string Games and the yo-yo

Superintendent Wolfe remarked that this year's summer camp would be dedicated to Scott Welton who passed away in December 2006. Scott was a camp counselor who was loved by all camp students and staff. There will be a dedication to Scott in the summer brochure and all camp tee shirts will bear his initials.

Hasbro has granted us permission to use their logo on our brochures and tee shirts.

Superintendent Wolfe mentioned that fifty students attended summer camp last summer on a scholarship. Without these scholarships these students would not have been able to attend any of the summer camp programs.

Dr. Wolfe also mentioned that a master Ping-Pong player and a national yo-yo player would be camp counselors for their respective camps. He remarked that there would be five new science camps featuring young chemists and young biologists.

i. Superintendent's Budget Request

The Superintendent presented his budget request for the 2007/2008 school year to the Board of Education. Tonight's presentation was an overview and the assumptions on which the budget was constructed. The Board will have the opportunity over the next few weeks to review the information. The following dates have been developed for additional presentations and information.

January 23, 2007	Special Meeting/Budget Workshop	7 p.m. – TVES
February 1, 2007	Special Meeting/Budget Workshop	7 p.m. - TVES
February 15, 2007	Board Meeting	7 p.m. – TVES

Dr. Wolfe presented an overview on his proposed budget request of \$27,653,981 or an increase of 6.18% over the 2006-2007 approved budget. Of the 6.18 % increase a total of 5.07% is for fixed costs to meet contractual obligations that currently exist. Superintendent Wolfe noted that there were a number of important assumptions made in developing this budget, Health Insurance, Energy Costs and Transportation Costs. Dr. Wolfe spoke about other fixed and continuing costs, adult education and the coming changes and pension funds. He mentioned the need for 2.1 special education personnel and 2.15 certified personnel.

2.1 special education teachers – required to meet IEP's of students K-8.

2.15 certified personnel:

- .4 art education NBHS
- .4 music NBHS
- .45 communications NBHS
- .20 world language NBHS
- .20 guidance NBHS
- .5 kindergarten teacher STW

Dr. Wolfe remarked that as more information becomes known some numbers might change. He also stated that any member of the public could request a budget book at Central Office starting Monday, January 22, 2007.

He also spoke on the request for 3 non-certified personnel :

- 1.0 instructional aide STW
- 2.0 kindergarten paraprofessionals

January 18, 2007

Dr. Wolfe mentioned the program of buying out benefits has resulted in a multiple savings of thousands of dollars to the Board. He stated that the Board of Education has partnered with the Town to go out to bid for benefits and they hope to get other bids to compare to our recent carrier. He hopes to receive a zero increase with our current carrier or a new carrier. Dr. Wolfe also mentioned that employees would bear a 1% increase in insurance premiums next year.

Superintendent Wolfe spoke on the school system and the Town obtaining a billing audit with United Illuminating and Wallingford Electric Companies. He also mentioned plans to negotiate with our former Bus Company on plans for a new bus contract as next year will be the last year of a five- year contract. He is hoping for savings from all of these negotiations.

Dr. Wolfe mentioned that the state is withdrawing funding for the adult education program that we share with Guilford, Clinton, Madison and Branford which will amount to significant dollars to North Branford.(\$18,000 increase)

Superintendent Wolfe mentioned the athletic budgets stating that hockey and football are our most expensive sports but they are also the sports that bring in the most gate receipts. He also spoke about the request for stipends for coaches at NBIS stating it was a long overdue action.

Dr. Wolfe also mentioned the Capital Budget for security, ventilator replacements at NBHS, roof replacement at TVES, grounds improvement at NBHS, press box and scoreboard replacements at NBHS and pole vault mats. The track team will lose points next year if they do not have pole vaulting as required by the CIAC.

Superintendent Wolfe thanked Donald Winnicki and the administrators for their tireless hours that they put into this budget.

Bonnie Symansky questioned when the copies of this proposed budget would be ready for the public to obtain.

Dr. Wolfe stated they could be picked up starting Monday, January 22, 2007.

IV. Committee Reports

- a. Negotiations – No report at this time.
- b. Budget – No report at this time.

A copy of the January 1 financial statement was enclosed for Board review.

c. Buildings & Grounds

Bids were opened on January 17th for the installation of camera and monitoring equipment at all five schools. Director of Personnel and Business, Don Winnicki, reviewed with the Board the results of the bid process and made a recommendation for awarding the contract to Land & Sea Security.

The Building and Grounds Subcommittee recommends awarding a contract to supply and install entry way security systems (cameras, monitors, and wiring) at each of the five North Branford Public School buildings to Land & Sea Security in an amount up to \$23,085.

MOTION: Moved by Ron Haskins and seconded by Marcey Onofrio to approve the awarding of a contract to supply and install entryway security systems (CAMERAS, MONITORS, AND WIRING) at each of the five North Branford Public School buildings to Land & Sea Security in an amount up to \$23,085.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
RON HASKINS:	AYE

MOTION PASSED 4-0

Ron Haskins stated the Building and Grounds Committee discussed security and the energy audit.

Donald Winnicki stated that UI had contacted him and he has scheduled a walk-thru at NBHS next week.

Ron Haskins asked to be notified of the time and day as he would like to be included in the walk-thru.

Bonnie Symansky inquired about the time scheduled for the security system installation.

Dr. Wolfe stated they were hoping it would be installed during the February vacation.

d. Curriculum

Bonnie Symansky stated that she was very impressed with the Language Arts Curriculum and the work done so far by the committee.

e. Pension- No report at this time.

f. Policy

The Board was provided a copy of the following policies for first reading:

Policy #P1500 – Use of Breath Testing Devices
Policy #P4080 – Political Activities of School Employees
Policy #P4090 – Public/Parental Complaints

The Board was provided a copy of the following policies for second reading and approval:

Policy #P4015 – News Media Relationships
Policy #P4020 – Videotaping of Staff/Students
Policy #P4030 – Distribution of Materials by Third Parties
Policy #P4040 – Recognition of Students, Citizens...
Policy #P4050 – Communications with the Public
Policy #P4060 – Community Organizations
Policy #P4070 – School Visitors

MOTION: Moved by Ron Haskins and seconded by Marcey Onofrio to approve Policy #P4015 – News Media Relationships for approval as submitted.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
RON HASKINS:	AYE

MOTION PASSED 4-0

MOTION: Moved by Ron Haskins and seconded by Marcey Onofrio to approve Policy #P4020 – Videotaping of Staff/Students for approval as submitted.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	NAY
SECRETARY ONOFRIO:	NAY
RON HASKINS:	AYE

MOTION FAILED 2-2

Bonnie Symansky questioned if parents signed a release form for videotaping of students.

Dr. Wolfe stated only if that students' name is used or identified.

Nancy Brittingham stated there is a form in the TVES handbook that parent's sign if they do not want their child videotaped.

Bonnie Symansky inquired if a parental signature is needed if the student is the primary subject.

Ron Haskins stated yes if it was about them as an individual.

Dr. Wolfe stated yes if the student had the lead in the school play and were identified but not if they were just in the background and not identified.

MOTION: Moved by Ron Haskins and seconded by Marcey Onofrio to approve Policy #P4030 – Distribution of Materials by Third Parties for approval as submitted.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
RON HASKINS:	AYE

MOTION PASSED 4-0

MOTION: Moved by Ron Haskins and seconded by Marcey Onofrio to approve Policy #P4040 – Recognition of Students, Citizens...for approval as submitted.

CHAIRWOMAN SMITH:	AYE
VICE-CHAIR SYMANSKY:	AYE
SECRETARY ONOFRIO:	AYE
RON HASKINS:	AYE

MOTION PASSED 4-0

MOTION: Moved by Ron Haskins and seconded by Marcey Onofrio to approve Policy #P4050 – Communications with the Public for approval as submitted.

CHAIRWOMAN SMITH: AYE
VICE-CHAIR SYMANSKY: AYE
SECRETARY ONOFRIO: AYE
RON HASKINS: AYE

MOTION PASSED 4-0

MOTION: Moved by Ron Haskins and seconded by Marcey Onofrio to approve Policy #P4060 – Community Organizations for approval as submitted.

CHAIRWOMAN SMITH: AYE
VICE-CHAIR SYMANSKY: AYE
SECRETARY ONOFRIO: AYE
RON HASKINS: AYE

MOTION PASSED 4-0

MOTION: Moved by Ron Haskins and seconded by Marcey Onofrio to approve Policy #P4070 – School Visitors for approval as submitted.

CHAIRWOMAN SMITH: AYE
VICE-CHAIR SYMANSKY: AYE
SECRETARY ONOFRIO: AYE
RON HASKINS: AYE

MOTION PASSED 4-0

Cheryl Smith stated that she would inform Bonnie Symansky when the Policy Committee would be addressing Policy P4020 as it failed to pass. Mrs. Symansky would be able to ask questions to the Policy Committee or a member of the committee before they meet.

Marcey Onofrio stated she would submit what the parents have already signed off on.

f. ACES – No report at this time.

g. Strategic Planning

Dr. Wolfe remarked that each of the buildings were working on their site plans and doing an excellent job

h. Building Committee

Cheryl Smith stated she attended the meeting in Hartford on NBIS.

Dr. Wolfe stated they have moved out of the preliminary design phase and have looked at a number of options and solved a number of problems. He remarked that the changes that were made will be cost effective and he thanked Alan Davis and Christine Imperato for their diligence in meeting with the architects. He mentioned that the first phase of the project is HazMat removal, destruction of the 6th grade wing and the installing of the portables.

i. Calendar Committee – No report at this time.

j. Transportation/Bus Safety Committee – No report at this time.

k. Communication – No report at this time.

V. New Business

No new business at this time.

VI. Visitors and Press

Tracy Maculaites questioned if an extra third grade would be added back at JHS as the third grades this year were overcrowded due to the cutting of a third grade position for this school year.

Cheryl Smith stated that it is the role of the building principal to make this assessment.

Ron Haskins stated that the numbers for the third grade next year are lower than this school year.

Mrs. Maculaites remarked that she hope the Board will get feedback from Robin Brown before she retires and the third grade staff. She also stated that she hopes the Board Board will be recognizing Robin Brown as she was a phenomenal principal.

January 18, 2007

VII. The next regular Board of Education meeting is scheduled for February 15, 2007 at Totoket Valley Elementary School.

VIII. Adjournment

MOTION: Moved by Ron Haskins and seconded by Bonnie Symansky to adjourn this meeting of the North Branford Board of Education at 8:33 p.m.

ALL VOTED AYE

Respectfully submitted,

Sherry Ardine
Account Clerk

Amended 02/16/07