

**NORTH BRANFORD BOARD OF EDUCATION MEETING**  
**June 14, 2007**

The North Branford Board of Education meeting was called to order at 6:12 p.m. in the Board of Education Conference Room at Totoket Valley Elementary School on Thursday, June 14, 2007. The following members attended:

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

**MOTION:** Moved by Elisabeth Caplan and seconded by John Bozzuto 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, negotiations and legal matters.

**ALL VOTED AYE**

**MOTION:** Moved by John Bozzuto and seconded by Elisabeth Caplan to reconvene to the Library Media Center for Public Session at 7:05 p.m.

**ALL VOTED AYE**

**I. Visitors**

Director of Business & Personnel:	Donald Winnicki
Director of Special Services:	Suzanne Wright
Director of Curriculum/Instruction:	Joan Follo
Principals:	Michele Saulis, NBHS Alan Davis, NBIS Dr. Karen Johnson, STW

Mary-Ellen DiLella

Mary Lyden

Michelle Warner

Deepa Mavani

Jessica Ferraro

Michael Clemente

Craig Jeskey

Molly Cobb

Annmarie Masselle

Deborah Welton

Todd Stoeffler

Lea Mancano

Dolina Potter

Joanne Wentworth, Deputy Mayor

## II. Student Representatives

Deepa Mavani and Jessica Ferraro reported on the following:

- Sports: Sports have ended for the year and most teams were very successful with a 500 season.
- Scholarship Ceremony: The Scholarship Ceremony was held on June 12, 2007 and 108 students were presented scholarships for a total of \$31,000. 87% of the senior class was eligible for scholarships.
- Senior Prom: The Senior Prom that was held on May 18, 2007 was very successful and everyone had a great time.
- Senior Picnic: The Senior Picnic was held on June 6, 2007 at Lake Compounce and was enjoyed by all who attended.
- Yearbooks: Yearbooks were distributed on June 12, 2007 and this is the first year the yearbook has been in all color and NBHS students were very impressed with them.
- National Honor Society: Induction ceremony was held on June 7, 2007 with thirty juniors and six seniors being inducted into the society.

Graduation: Graduation will be held on June 20, 2007 and all our seniors are excited that the day is finally here.

Project Graduation: Mrs. Falcigno, Mrs. Gillis and other parents have been working very hard to put everything together.

### III. Consent Agenda

**MOTION:** Moved by Marcey Onofrio and seconded by Ron Haskins to amend the Consent Agenda to add to the addendum.

<b>CHAIRWOMAN SMITH:</b>	<b>AYE</b>
<b>VICE-CHAIR SYMANSKY:</b>	<b>AYE</b>
<b>SECRETARY ONOFRIO:</b>	<b>AYE</b>
<b>JOHN BOZZUTO:</b>	<b>AYE</b>
<b>ELISABETH CAPLAN:</b>	<b>AYE</b>
<b>RON HASKINS:</b>	<b>AYE</b>

**MOTION PASSED 6-0**

a. Minutes

Minutes of the May 17, 2007 Board of Education meeting.

b. Resignations

The Superintendent has received a resignation from Ms. Janelle Canada, special education teacher at North Branford High School, effective June 30, 2007.

The Superintendent has received a resignation from Mr. Richard Reynolds, technology teacher at North Branford Intermediate School, effective June 30, 2007.

The Superintendent has received a resignation from Ms. Courtney Ryan, grade 2 teacher at Jerome Harrison School, effective June 30, 2007.

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The Superintendent has received a resignation notification from Ms. Barbara Gasparine, language arts consultant at JHS, effective June 30, 2007

c. Appointments

The Superintendent is recommending the appointment of Michelle Warner to the position of grade 2 teacher at Stanley T. Williams School for the 2007/2008 school year. Ms. Warner will be placed on Masters, Step 3 of the agreement between the North Branford Board of Education and the North Branford Federation of Teachers.

The Superintendent is recommending the appointment of Annmarie Masselle to the position of social worker at Totoket Valley Elementary School for the 2007/2008 school year. Ms. Masselle will be placed on Masters, Step 3 of the agreement between the North Branford Board of Education and the North Branford Federation of Teachers.

The Superintendent is recommending the appointment of Linda Franklin-Biggs to the position of music educator at Totoket Valley Elementary School for the 2007/2008 school year. Ms. Franklin-Biggs will be placed on Sixth Year, Step 8 of the agreement between the North Branford Board of Education and the North Branford Federation of Teachers. Ms. Franklin-Biggs is currently a .5 music educator at Stanley T. Williams School.

The Superintendent is recommending the appointment of Thomas Ermini to the position of full-time physical education teacher at Totoket Valley Elementary School and Jerome Harrison School for the 2007/2008 school year. Mr. Ermini will be placed on Bachelors, Step 2 of the agreement between the North Branford Board of Education and the North Branford Federation of Teachers. Mr. Ermini is currently a .6 physical education teacher at Totoket Valley Elementary School.

The Superintendent is recommending the appointment of Nancy Gray to the position of .45 physical education teacher at Totoket Valley Elementary School for the 2007/2008 school year. Mrs. Gray will be placed on Masters, Step 12 of the agreement between the North Branford Board of Education and the North Branford Federation of Teachers. Ms. Gray is currently the full-time physical education teacher at Totoket Valley Elementary School.

The Superintendent is recommending the appointment of Joseph Tenczar to the position of .45 communications teacher at North Branford High School for the 2007/2008 school year. Mr. Tenczar will be placed on Sixth Year, Step 12 of the agreement between the North Branford Board of Education and the North Branford Federation of Teachers.

The Superintendent is recommending the appointment of Kimberly Hardy to the position of Spanish teacher at North Branford High School for the 2007-2008 school year to be placed on Masters, Step 7 of the contract between the North Branford Board of Education and the North Branford Federation of Teachers.

The Superintendent is recommending the appointment of Lea Mancano to the position of grade 2 teacher – one year only at Stanley T. Williams School for the 2007/2008 school year to be placed on Bachelors, Step 1 of the contract between the North Branford Board of Education and the North Branford Federation of Teachers.

The Superintendent is recommending the appointment of Mary Lyden to the position of special education teacher at Totoket Valley Elementary School for the 2007/2008 school year to be placed on Bachelors, Step 1 of the contract between the North Branford Board of Education and the North Branford Federation of Teachers.

d. Leaves - None at this time.

e. Field Trips – None at this time.

f. Donations - None at this time.

**MOTION:** Moved by Bonnie Symansky and seconded by John Bozzuto to approve the Consent Agenda as amended.

<b>CHAIRWOMAN SMITH:</b>	<b>AYE</b>
<b>VICE-CHAIR SYMANSKY:</b>	<b>AYE</b>
<b>SECRETARY ONOFRIO:</b>	<b>AYE</b>
<b>JOHN BOZZUTO:</b>	<b>AYE</b>
<b>ELISABETH CAPLAN:</b>	<b>AYE</b>
<b>RON HASKINS:</b>	<b>AYE</b>

**MOTION PASSED 6-0**

June 14, 2007

Superintendent Wolfe presented Lea Mancano, Mary Lyden, Michelle Warner and Annmarie Masselle to members of the Board of Education.

#### **IV. Superintendent's Report**

##### a. Recognition

##### Student Representatives

The following students have served as Student Representatives to the Board of Education for the past year:

Melissa Waterbury  
Deepa Mavani  
Jessica Ferraro

The Superintendent and the Board extended a sincere thank you to all three students for the time, energy and effort they have given to informing the Board of student activities. Board Chair, Cheryl Smith, and Michele Saulis presented a plaque to each student in appreciation for their efforts.

##### Class of 2007 - Representatives

The following students will play a major role in the graduation exercises schedule for Wednesday, June 20, 2007, at 6:30 p.m. on the Stadium Field. The Class of 2007 Valedictorian is Michael Clemente, Salutatorian is Craig Jeskey and Class Essayist is Molly Alyssa Cobb. A brief biography was provided for the Board's information and the students were presented to Board of Education members.

We salute the top three students in North Branford High School's Class of 2007!

##### North Branford 2007 Teacher of the Year

**Brian Bodner**, social studies teacher at NBHS, was named the 2007/2008 Teacher of the Year by the district selection committee. The announcement was made last night during the induction of new members of the National Honor Society.

Superintendent of Schools, Robert K. Wolfe, talked to the inductees and their guests about becoming positive role models. The Superintendent then introduced Brian as the

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school system's *Teacher of the Year*.

Brian began his career in the North Branford Public Schools in the year 2000. Brian is also the high school's indoor track coach, boys head track coach and assistant football coach. Brian received his bachelor's degree from the University of Pennsylvania and his master's from Quinnipiac University.

Brian was selected from a group of four deserving nominees. Building teachers of the year included:

**Barbara Gasparine- STW/JHS**  
**Tina Acampora—TVES**  
**Erin Flood Harrison—NBIS**

Brian will speak at the Opening Convocation and also be presented to the Board of Education in November. He will receive his award from the Commissioner of Education at a program scheduled for early November at the Bushnell in Hartford. Congratulations to all nominees!

Dr. Wolfe noted that Barbara Gasparine has been selected as the new assistant principal at Newtown Elementary School.

b. Communications - None at this time.

Dr. Wolfe distributed North Branford High School and North Branford Intermediate School's yearbooks to Board of Education members. He noted that this is the first year that the high school yearbook has been in full color. He thanked Sean Boardman, NBHS and Marcella Ardine, NBIS for incredible products stating that they put in a massive amount of hours on yearbooks.

c. Authority to Hire

Given the critical market conditions, it is important that the Superintendent move quickly to hire high-quality candidates for the remaining open positions. The Board has traditionally given the Superintendent permission to hire during the summer and report to the Board at its next scheduled meeting on employee hiring.

**MOTION:** Moved by Ron Haskins and seconded by Marcey Onofrio to approve that authority be granted to the Superintendent to hire certified personnel during the summer of 2007.

<b>CHAIRWOMAN SMITH:</b>	<b>AYE</b>
<b>VICE-CHAIR SYMANSKY:</b>	<b>AYE</b>
<b>SECRETARY ONOFRIO:</b>	<b>AYE</b>
<b>JOHN BOZZUTO:</b>	<b>AYE</b>
<b>ELISABETH CAPLAN:</b>	<b>AYE</b>
<b>RON HASKINS:</b>	<b>AYE</b>

**MOTION PASSED 6-0**

d. Post High School Plans

The Superintendent provided the Board with a report on Post High School Plans. This report detailed the number of North Branford High School students going on to higher education, military service and the work force.

Michele Saulis stated that 87% of NBHS students would continue their education. She also noted that the University of Connecticut rating has been changed from very competitive to highly competitive.

e. District Professional Development Team's Recommendations

Promoting Powerful Professional Development to Advance Student Learning: The District Professional Development Team, consisting of teachers, specialists, and administrators, meet on a monthly basis to plan worthy professional development activities that connect to our Strategic Plan's four major initiatives of differentiation,

Technology integration, character education, and writing across the curriculum. The present PD program has been in effect for the last five years. The DPDT has determined that the strand initiatives are now operational and that we need to take professional growth to the next level. After reviewing the National Staff Development Council's standards and investigating various options for meeting the standards, the team has made two recommendations to the Superintendent:

1. Adopt the NSDC standards
2. Deliver the standards through the process of Professional Learning Communities (report attached)

Joan Follo spoke on collaborative teams and cultural shifts in a professional learning community. She spoke on shifts in fundamental purpose, shift in use of assessments and a shift in response when students don't learn.

Joan Follo stated that many important decisions have to be made. We have to make sure our teachers receive time to meet in collaborative groups or the idea will not work.

f. POETS – End of the Year Report & Recommendation

Parents of Exceptional and Talented Students (POETS) have spent the last two years researching and planning for alternative opportunities for the NBPS gifted and talented students and their educators. While this team of parents, facilitated by Joan Follo, has offered support to the grades 4-8 classrooms through a variety of ways that have focused on research, professional development opportunities, after school enrichment activities, and parent education, the team believes it can not provide for the specific and long-term needs of educators who work with gifted and talented students on a daily basis. Therefore, an alternative plan has been presented to Superintendent Wolfe as a recommendation for the 2007-08 school year. The plan calls for the training of two educators, one K-5 and the other 6-12 in the academic, social and emotional needs of gifted and talented students and in differentiating and compacting curriculum for high ability students. The educators will receive training at 'Confratute' (UCONN) and will become Resource Educators for Gifted and Talented Students commencing in the fall of 2007.

Joan Follo remarked that two teachers have volunteered for training.

Cheryl Smith questioned the total of gifted students in our schools.

Suzanne Wright stated 5 to 10 % per grade. She remarked that these students are identified at the end of third grade and start the program in fourth grade.

Cheryl Smith questioned if these two teachers would have time to implement the gifted program if they are involved with their own classrooms.

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Joan Follo stated that these teachers could respond to other building teachers through emails or set up meeting with various teams.

Bonnie Symansky stated that the two trained teachers would collaborate with classroom teachers.

Cheryl Smith remarked that she understood this but had reservations when it involved more than one school and not just in their own building.

Elisabeth Caplan stated the Curriculum Committee also had the same concerns but she feels this is a positive step in the right direction – a step forward.

g. Summer of 2007

The Summer of 2007 – “Classic Toys – Great Camps” brochure was released for distribution in both North Branford and North Haven on March 1<sup>st</sup>. As of June 6<sup>th</sup>, 1600 program registrations have been received. Approximately two-thirds of the registrations are from North Branford and one-third from North Haven.

Dr. Wolfe presented the tee shirts and stated that the initials SLW on the sleeves was in memory of Scott Welton.

The Superintendent shared with the Board of Education information and brochures related to the middle school and high school academic summer school programs stating that the academic programs were in North Haven.

h. Certified Evaluations

In accordance with Section 10-151b of the Connecticut General Statutes the Superintendent shall report the status of teacher evaluations to the local or regional Board of Education. For purposes of this section, the term teacher shall include each professional employee of a Board of Education below the rank of Superintendent who holds a certificate or permit issued by the State Board of Education.

The Superintendent informed the Board that year-end summative evaluations on all certified employees are currently in progress. This process includes a year-end conference and a review of all supportive material related to the goals or mutual expectations that have been established. It is expected that this will be completed on or about June 30<sup>th</sup>, 2007.

i. Kindergarten Registration

The enrollment numbers to date continue to support the plan previously presented to the Board of Education. Kindergarten enrollment will be closely monitored over the summer.

JHS 76

STW 74

j. Carl Perkins Grant

The North Branford Public Schools will again be applying for the Carl D. Perkins Grant. The purpose of this grant is to assist in the development and enhancement of the academic, career and technical skills of secondary students who elect to enroll in a career and technical education program. A copy of this grant had been distributed to Board Members.

**MOTION:** Moved by Elisabeth Caplan and seconded by John Bozzuto to approve the Carl D. Perkins Grant Application for the 2007/2008 school year.

<b>CHAIRWOMAN SMITH:</b>	<b>AYE</b>
<b>VICE-CHAIR SYMANSKY:</b>	<b>AYE</b>
<b>SECRETARY ONOFRIO:</b>	<b>AYE</b>
<b>JOHN BOZZUTO:</b>	<b>AYE</b>
<b>ELISABETH CAPLAN:</b>	<b>AYE</b>
<b>RON HASKINS:</b>	<b>AYE</b>

**MOTION PASSED 6-0**

k. 2007/2008 Board of Education Budget

The Board of Education must reduce its budget request by \$292,000 to meet the funding level provided by the Town Council. The Superintendent has been working with the administrative team and budget subcommittee to determine where the reductions will be made. The Superintendent provided the Board with a summary of projected cuts to date for Board action.

Reductions will be made in three general areas, teacher turnover, reduction in force and other areas (insurance and overtime). In order to provide the Board with up-to-date information, a summary of recommended reductions was provided at the Board meeting.

Dr Wolfe remarked that 1 language arts position, .5 kindergarten position and a .2 music position have been eliminated. He also mentioned that the school and the town are moving to a different dental plan, but with the same coverage and a renegotiating of our Xerox contract. This all adds up to savings of \$243,972

Dr. Wolfe mentioned that we will wait until all employees are hired before making the additional \$48,028 cut in the budget.

**MOTION:** Moved by Marcey Onofrio and seconded by John Bozzuto to approve the 2007/2008 budget reduction as submitted.

<b>CHAIRWOMAN SMITH:</b>	<b>AYE</b>
<b>VICE-CHAIR SYMANSKY:</b>	<b>AYE</b>
<b>SECRETARY ONOFRIO:</b>	<b>AYE</b>
<b>JOHN BOZZUTO:</b>	<b>AYE</b>
<b>ELISABETH CAPLAN:</b>	<b>AYE</b>
<b>RON HASKINS:</b>	<b>AYE</b>

**MOTION PASSED 6-0**

## **V. Committee Reports**

### **a. Negotiations**

Dr. Wolfe stated that negotiations are ongoing with the secretaries union and asked Board members what day would be best for them to meet for negotiations.

Most Board members stated Tuesdays.

### **b. Budget**

A copy of the June 1 financial statement was attached for Board review. Cheryl Smith remarked that there were no surprises in this financial statement.

c. Buildings & Grounds

The Superintendent reported to the Board on the recent failure of the STW septic system (June 5, 2007) and the temporary action taken to insure the health and safety of students through the end of the school year and the long-term options.

Dr. Wolfe mentioned that the system is being pumped every other day and he has reported this issue to East Shore Health.

Donald Winnicki mentioned that one pipe has been replaced in the kindergarten area and it is too early to tell if this system will be a major repair. He remarked that the system's blueprints are off and the workers will have to dig to see where the system and pipes are.

Dr. Wolfe remarked we would have to wait and see when school is out for the year as there may be a change in Park and Recreation using the building for their summer program.

**MOTION:** Moved by John Bozzuto and seconded by Marcey Onofrio to award the bid for pole vault landing equipment at NBHS, RFP#02-2007, to Passon's Sports of Slingerland, NY in the amount of \$16,495.26

<b>CHAIRWOMAN SMITH:</b>	<b>AYE</b>
<b>VICE-CHAIR SYMANSKY:</b>	<b>AYE</b>
<b>SECRETARY ONOFRIO:</b>	<b>AYE</b>
<b>JOHN BOZZUTO:</b>	<b>AYE</b>
<b>ELISABETH CAPLAN:</b>	<b>AYE</b>
<b>RON HASKINS:</b>	<b>AYE</b>

**MOTION PASSED 6-0**

**MOTION:** Moved by Ron Haskins and seconded by John Bozzuto to award the bid for a new Football Scoreboard at NBHS, RFP#04-2007, to Northeast Scoreboards of Hadlyme, CT in the amount of \$13,018.00 for equipment and \$6850.00 for labor for a total of \$19,868.

<b>CHAIRWOMAN SMITH:</b>	<b>AYE</b>
<b>VICE-CHAIR SYMANSKY:</b>	<b>AYE</b>
<b>SECRETARY ONOFRIO:</b>	<b>AYE</b>
<b>JOHN BOZZUTO:</b>	<b>AYE</b>
<b>ELISABETH CAPLAN:</b>	<b>AYE</b>
<b>RON HASKINS:</b>	<b>AYE</b>

**MOTION PASSED 6-0**

**MOTION:** Moved by John Bozzuto and seconded by Marcey Onofrio to award the contract for an emergency notification system to ConnectEd to NTI Group in the amount of \$10,500 and to waive the competitive bidding process as NTI Group is the sole authorized dealer in New England for ConnectED.

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

**MOTION PASSED 6-0**

Bonnie Symansky remarked that she felt that it is great we are going forward with this as it is a big step for us.

d. Curriculum

Elisabeth Caplan stated this is a small step in the right direction.

e. Pension

No meeting this month.

f. Policy

No report at this time.

g. ACES

Cheryl Smith stated this was her last meeting for the year as ACES does not meet in July and August. At the last meeting recognition's, legislative updates, staffing, and the new law for suspensions and expulsions were discussed.

h. Strategic Planning

Dr. Wolfe stated the administrative team would be meeting on the 27<sup>th</sup> to determine goals for the coming school year. He remarked that he would report to the Board in August.

i. Building Committee

John Bozzuto stated the committee didn't have a quorum to meet and he did not have an update.

Dr. Wolfe mentioned that the Town Council would meet with the architect before their next meeting. He also mentioned a planning meeting at the state on portables. HAZMAT should be awarded within the next few weeks.

j. Calendar Committee

Marcey Onofrio stated the committee would be meeting soon.

k. Transportation/Bus Safety Committee

No report at this time.

l. Communication

Bonnie Symansky questioned why tonight's Board of Education meeting was not being taped. She remarked that if Mr. Tenczar could not make the meeting other arrangements should be made as many people watch the Board meeting on television.

Mrs. Symansky also questioned the audio system at the auditorium and if it was operating properly

Michele Saulis stated she would check on this matter.

**VI. New Business**

No new business at this time.

**VII. Visitors and Press**

Carl Helm, parent, asked the Board to consider hiring Carol Derbacher as a permanent teacher as his daughter had Ms. Derbacher as a teacher this year and she is a wonderful teacher as is Mrs. Lyons who was out on a medical leave.

**VIII. The next regular Board of Education meeting is scheduled for July 12, 2007 at Totoket Valley Elementary School.**

**IX. Adjournment**

**MOTION:** Moved by Elisabeth Caplan and seconded by Marcey Onofrio to adjourn this meeting of the North Branford Board of Education at 7:55 p.m.

**ALL VOTED AYE**

Respectfully submitted,

Sherry Ardine