

NORTH BRANFORD BOARD OF EDUCATION MEETING
August 16, 2007

The North Branford Board of Education met on Thursday, August 16, 2007 at 6:00 p.m. in the Board of Education Conference Room at Totoket Valley Elementary School. The following members attended:

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

MOTION: Moved by Bonnie Symansky and seconded by Elisabeth Caplan to adjourn to Executive Session at 6:08 p.m. 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 legal matters, personnel and negotiations.

ALL VOTED AYE

MOTION: Moved by John Bozzuto and seconded by Elisabeth Caplan to reconvene to Public Session at 7:17 p.m.

ALL VOTED AYE

I. Visitors

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| Director of Business/Personnel: | Donald Winnicki |
| Director of Curriculum/Instruction: | Joan Follo |
| Director of Special Education: | Suzanne Wright |
| Supervisor of Food Services: | Edward J. Slubowski |
| Principals: | Dr. Karen Johnson, STW Shawn Parkhurst, JHS Michele Saulis, NHBS |

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| Todd Stoeffler | Deborah Prunier | Chris Manna |
| Mark Fabrizi | Neil Costello | Marie Diamond |
| Dee McKeown | Cliff Potter | Dolina Potter |
| Laura Anastasio | Sherry DelGaudio | Joanne Wentworth |
| David McMahon | Nancy Lappie | |
| Andrew Esposito, Mayor | | |

Neil Costello asked that the Board approve the NBHS Boys' Baseball Team trip to Orlando, Florida from April 13-19, 2008 for spring conditioning and extra curricular activities for the varsity baseball team. He remarked that the trip could also be used as a family vacation as many families who have students on the team can't take an April vacation because of baseball practice.

II. Consent Agenda

a. Minutes

Minutes of the June 14, 2007 Board of Education meeting.

b. Resignations

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The Superintendent has received a resignation from Mr. James Farnham, social worker at North Branford Intermediate School, effective June 30, 2007.

The Superintendent has received a retirement resignation from Ms. Rosemary Addario, social studies teacher and department chairperson at North Branford High School, effective June 30, 2007. Ms. Addario has served the North Branford Public Schools for 42 years.

The Superintendent has received a resignation from Ms. Agnes Kulas, grade 4 teacher at Totoket Valley Elementary School, effective July 3, 2007.

The Superintendent has received a resignation from Ms. Melissa LeBlanc, grade 2 teacher at Totoket Valley Elementary School, effective July 9, 2007.

The Superintendent has received a retirement resignation from Mrs. Karen Esposito, speech pathologist at Totoket Valley Elementary School, effective July 18, 2007.

The Superintendent has received a resignation from Ms. Theresa McCabe, Library Media Specialist at Totoket Valley Elementary School, effective August 1, 2007.

c. Appointments – *(See Superintendent's Report.)*

d. Leaves - None at this time.

e. Field Trips

The Superintendent has received a field trip request from North Branford High School. Baseball Coach, Mike Lucibello, is requesting approval for a trip to Orlando, Florida from April 13-19, 2008. The purpose of the trip is for spring conditioning and extra curricular activities for the high school varsity baseball team.

f. Donations – None at this time.

MOTION: Moved by Bonnie Symansky and seconded by Elisabeth Caplan to remove the NBHS baseball field trip request from the Consent Agenda.

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

MOTION PASSED 6-0

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

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

MOTION PASSED 6-0

Superintendent Wolfe remarked that Ms. Addario taught in the North Branford School system for forty-two years and was the most senior member of our staff. He asked if the Board wanted him to send a note with deep regrets on her retirement.

Cheryl Smith questioned if we should also send a Golden Apple.

Dr. Wolfe stated that staff members receive the Golden Apple after twenty-five years of service and Ms. Addario already received this award.

Cheryl Smith remarked that Dr. Wolfe should send the letter with their deep regrets on her resignation and also send flowers.

III. Superintendent's Report

a. Recognition - None at this time.

b. Communications

The Superintendent provided the Board of Education with a copy of a flow chart that delineates the new organizational structure for the State Department of Education.

Dr. Wolfe mentioned that the new Commissioner of Education, Dr. Mark McQuillan has restructured the State Department of Education and he is very impressed and encouraged with all Dr. McQuillan has accomplished in a short period of time.

Superintendent Wolfe distributed copies of the Annual Report that featured a picture of our state champion field hockey team, copies of both school calendars stating the art work of our students is phenomenal and an invitation to the Opening Day Breakfast and Convocation. Dr. Wolfe apologized that the printing company misspelled a Board member's name on the calendar. He mentioned that all students who contributed artwork would receive a plaque at the September Board meeting.

Dr. Wolfe also distributed a brochure called Meaningful Conversations, which has to do with our new professional development initiatives. Dr. Wolfe thanked Joan Follo and the administrative team for their work on professional development program. He also thanked them all for their input on the calendars stating it was a massive undertaking to collect all this information and data.

Superintendent Wolfe mentioned that beginning August 29, 2007 parents could go to our website and receive information on the middle school project.

Dr. Wolfe also distributed hard copies of the NBIS project update that is the work of Dr. Wolfe and Alan Davis, principal of NBIS. Dr. Wolfe mentioned that Ed Slubowski, Supervisor of Food Services, has been working very hard this summer to get the NBIS lunch program ready. Food will be prepared at Jerome Harrison School and transported to NBIS in the gymnasium.

Elisabeth Caplan questioned if parents had access to the North Branford website.

Dr. Wolfe stated they did and the website address would be on the front of the school calendar that every parent receives at the beginning of the school year.

Kiducation – The Board of Education has received a donation in the amount of \$251.25 from the Community Crusade for Children’s Kiducation Fund.

c. Authority to Hire

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

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| Kelly Clifford | TVES Grade 4 | 6 th Year, Step 3 |
| Lauren Teixeira | JHS Grade 1 | Bachelors, Step 1 |
| Danielle Perry | NBIS Social Worker | 7 th Year, Step 7 |
| Doreen Elia | STW .6 Special Ed Teacher | 6 th Year, Step 12 (Prorated) |
| Gerald Carlone, Jr. | NBIS Tech Ed | Bachelors, Step 4 |
| Lauren Maghini | NBHS .4 Art Teacher | Bachelors, Step 1 (Prorated) |
| Megan Bishop | NBHS Special Ed (Bridges) | Bachelors, Step 1 |
| Karyl Derbacher | TVES Grade 3 | Bachelors, Step 2 |
| Katie Leining | JHS Grade 2 | Masters, Step 1 |
| Jeffrey Cronk | NBHS Social Studies | Masters, Step 3 |
| Mary Lyden | TVES - Special Ed | Bachelors, Step 1 |
| Kimberly Hardy | NBHS – World Language | Masters, Step 7 |
| Lea Mancano | STW – Grade 2 | Bachelors, Step 1 |
| Amy Smullen | TVES – Grade 4 | Bachelors, Step 1 |

d. Summer Professional Development

Two training events that continue to play a major role in preparing NBPS K-5 educators for classroom strategies are Responsive Classroom and the Columbia Writing Project. These programs are research-based, considered by educational authorities as best practice, and are outgrowths of our Strategic Plan. Both professional growth opportunities are one- week training sessions.

Responsive Classroom (RC) stresses strategies and practices that address the needs of the whole child (social, emotional, and academic). The strategies are interconnected and build upon one another to create high performing nurturing classrooms. Thus far, sixty elementary educators are trained in RC. This summer, six additional staff

members (four teachers and two administrators) received training in Branford and two educators will receive training in Fairfield.

The Columbia Writing Project provides K-5 educators with strategies for improving student writing through a process of thoughtful reflection, drafting, editing, rewriting, and, again, self-reflection. Fifty-five elementary educators have been trained in the Columbia Writing Project. This summer, two additional educators attended the training at Columbia Teacher's College in New York.

A third professional development initiative called **Confratute**, provides two educators, one from the K-5 level, the other from 6-12, with specialized training in the needs of our gifted and talented population. This two-week training session will take place at UConn and will prepare each educator in the knowledge and skills needed to collaborate with colleagues about the social, emotional, and academic needs of the gifted and talented learner. As gifted and talented resource educators, collaboration with colleagues will occur one to one and/or in small group settings.

Dr. Wolfe remarked that Responsive Classroom training is a tremendous help in classroom techniques. He thanked Joan Follo, Suzanne Wright and all staff members who were involved in these workshops.

Joan Follo stated that Cindy Genzano, educator for 6-12 gifted and talented, wrote a letter thanking her and the Board for an incredible, fabulous and marvelous opportunity. Ms. Genzano stated she gained much from the program and is looking forward to next year.

Dr. Wolfe informed the Board on a new program with the Yale Center for British Arts. North Branford will receive a grant as Jerome Harrison School and Stanley T. Williams School will be the first two schools selected as museum schools for the Yale Center for British Arts. These two schools were selected because of our work with early literacy for the last three to five years.

e. Nutrition

Public Act 06-63, *An Act Concerning Healthy Food and Beverages in Schools*, requires that all Connecticut Public School Districts eligible to participate in the Healthy Food Certification take action to certify whether all food items sold to students separately from reimbursable meals *will* or *will not* meet the Connecticut State Department of Education's Connecticut Nutrition Standards. After review and discussion the North Branford Public schools has decided not to meet the standard and receive the 10-cent per meal reimbursement. Certification as to the school district's intention for the coming school year must be made and submitted to the State Department of Education no later than Friday, August 31st, for the coming school year. The Superintendent is recommending the approval of the following motion:

MOTION: Moved by Elisabeth Caplan and seconded by Marcey Onofrio pursuant to Section 10-215f of the Connecticut General Statutes the North Branford Board of Education certifies that all food items offered for sale to students in the North Branford Public Schools and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education *will not* meet said standards during the period of July 1, 2007 through June 30, 2008.

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

MOTION PASSED 6-0

Nutrition Report – Under separate cover the Superintendent provided the Board of Education with a summary of activities that were conducted in each of the schools in the 2006/2007 school year. These activities were in support of the Board’s Nutrition Policy. The administrative team and Supervisor of Food Service, Ed Slubowski, were present to answer any questions that the Board had.

Dr. Wolfe mentioned that Mr. Slubowski was moving towards preparing healthier foods in the Food Service program before this Public Act 06-63 was enacted.

Dr. Wolfe mentioned that if we accepted the public act then the state would grant us another ten-cent meal reimbursement. This would give us about \$18,000 but would cost us over \$15,000 at TVES alone in lost revenue.

Mr. Slubowski stated that most towns are not entering into this agreement with the state. We would have to raise our lunch prices by another twenty-five cents to make up for our lost income. Ed Slubowski stated that many food companies are preparing their snacks without transfat and aiming for 0 transfat. (Kellogg’s, etc.)

Dr. Wolfe stated this has to be voted on annually. He also mentioned many different ideas being developed on nutrition at our schools. (JHS nutrition fair)

Ron Haskins questioned how many more state mandated programs a school system could absorb before it starts impacting their curriculum.

Joan Follo stated we have to find ways to initiate these into what we already have. She stated that at times it could be very difficult.

Bonnie Symansky stated it all comes down to making choices. She remarked that she would like to see programs at the high school on anorexia and bulimia and not just obesity.

Michele Saulis stated that she has obtained a grant that will allow NBHS to have a Social Worker to talk with students on these issues.

Cheryl Smith mentioned that she is glad, that as a member of the Policy Committee, to see how the nutrition policy and wellness policy is being played out.

f. Curriculum Guide

Under separate cover the Board has received a copy of the Language Arts Curriculum Guide for grades 6-12 for review. A special thanks to Mark Fabrizi, Language Arts Department Chairperson at North Branford High School, and Grace Polivka, Language Arts Curriculum Coordinator at North Branford Intermediate School, for their time and expertise in the development of this curriculum guide and to the members of the 6-12 LA curriculum development team. Mark Fabrizi was present answer to any questions the Board had.

Joan Follo stated that the Language Arts Committee is concerned that the new courses won't start in time if not voted on tonight. The curriculum was presented to the sub-committee last month and she feels the guide is phenomenal. She mentioned that the committee worked very hard to develop the curriculum and are anxious to start the curriculum on time so materials to support the courses can be obtained.

Cheryl Smith stated many of the courses are innovative and she questioned if everything has been worked out on who will teach what and when.

Michele Saulis stated this has all been worked out and developed into the curriculum.

Dr. Wolfe stated that to fully implement the new Language Arts curriculum that an additional staff member must be added to the Language Arts department at NBHS next school year. (2008-2009)

Cheryl Smith questioned the difference between required texts and suggested texts and how they were chosen.

Mark Fabrizi remarked that required texts are texts that the committee felt all NBHS students should read at different grade levels. Suggested texts are texts that teachers can choose from that they would like their students to read.

Bonnie Symansky questioned if the motion was not passed at tonight's meeting if it would hamper the courses.

Mark Fabrizi stated it would make it difficult but teachers would make do.

MOTION: Moved by Marcey Onofrio and seconded by John Bozzuto to approve the Language Arts Curriculum as submitted.

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

MOTION PASSED 6-0

g. Block Scheduling

North Branford High School successfully implemented a modified A/B block schedule during the 2006/2007 school year. High school Principal, Michele Saulis, provided information regarding this successful implementation including professional development activities that were initiated in support of this implementation. Mrs. Saulis also identified plans for year two.

Dr. Wolfe remarked that he gave Michele Saulis high marks for moving to the block schedule.

Michele Saulis gave information on how block scheduling was researched before she arrived at NBHS. She stated teachers spent a lot of time retooling what would be taught and how it would be taught. She mentioned that they are not done yet and they are focusing on instructional strategies. Many teachers are continuing to search for better ways to teach and do ongoing assessments on how their students are learning. Most teachers feel they have a greater focus on their students' engagement in class participation and the ability to finish a concept in one class. Some teachers feel they are missing some of the curriculum (10% to 15%) and the need for students to review materials everyday. Michele remarked that this is the first year and she is assured that all of the curriculum will be worked into the classes in the next few years.

Many students have reported to Mrs. Saulis that they like X block as they can see teachers, attend clubs, etc. Students state they are able to manage their stress level and work loads better.

Cheryl Smith and Bonnie Symansky questioned students having more than one study hall a day.

Michele Saulis remarked that she has her guidance counselors looking at the problem areas and they are 95% worked out. Last year 17 juniors and 61 seniors had more than one study hall in one day and didn't want a repeat of this for the next school year.

Bonnie Symansky stated she is glad this problem is being worked out and she feels Michele Saulis and her staff did a great job for the first year.

Cheryl Smith stated that with all the new exciting, elective courses being offered she is sure students will choose these courses over study halls.

h. Enrollment

Kindergarten enrollment as of August 10th is as follows:

JHS 74

STW 73

Dr. Wolfe remarked that with the numbers at JHS, five sections should be left as is but no kindergarten aides will be hired. The classes will have 15 students each. Two kindergarten aides will be hired at STW for four sections.

i. Curriculum Management Cycle

The Curriculum Management Cycle drives instructional improvement. The Superintendent provided a copy of the updated Curriculum Management Cycle, which was revised on June 25, 2007. This, the first year of the five-phase cycle, has extended the Implementation Phase from one to two years. The change ensures that the school system has the capacity to implement the new curriculum. This year, the only change made to the CMC has been in extending the completion date for the K-5 Language Arts Curriculum from January 08 to April 08. Personnel changes during the 2006-2007 school year, has had an impact on the curriculum team's capacity to complete the curriculum within the designated time frame.

j. Connecticut Mastery Test Scores/Annual Yearly Progress

This is the second administration of the Connecticut Mastery Test Fourth Generation. The CMT4 is a completely new version of the state assessment and should not be compared to CMT3 results. Therefore, 2007 results will only be compared to 2006 results.

The CMT4 is aligned with Connecticut Curriculum Frameworks. The assessment provides school systems with the percentage of students who reach the state goal and proficiency standards. In addition, assessment results indicate levels of achievement in important knowledge and skills in the areas of mathematics, reading, and writing.

There are five levels of achievement on the CMT4 with level '5' the highest and '1' the lowest. Goal attainment includes levels 4 and 5, and proficiency attainment includes levels 3, 4, and 5. The proficient level monitors Annual Yearly Progress for purposes of No child Left Behind national data collection. Students are assessed in the spring of each school year.

The most significant information derived from CMT results is the tracking of trends in student performance. For example, we are able to monitor the same class of students over the grades. This information helps us determine whether a specific class (same students) is learning what we expect them to learn and at what level of performance.

As noted on the enclosed charts of CMT results, first glance indicates that grade level progress (different groups of students) are, with the exception of grades 6 and 8, moving forward in math, reading, and writing. However, if we track class level progress (same group of students) over the past two years, we see that our students have made gains in nearly every area tested.

Dr. Wolfe mentioned that the CAPT scores would be available after August 30, 2007.

Superintendent Wolfe remarked that North Branford students get better over time. Our students start slowly, but then catch up. Dr. Wolfe stated that he feels this is because North Branford only has one-half day kindergarten and many students do not attend preschools. He mentioned that this calls for us to do significant catch up in the early childhood years.

Joan Follo gave updates on the CMT information stating it was the second year of the CMT 4.

k. Annual Yearly Progress

The profile is virtually identical to the previous year, where only one sub group, special education at TVES, has not met AYP. This was projected by the Superintendent two years ago, as the sub group in special education became 40 students. The Superintendent is awaiting the AYP Final Report from the State Department of Education and will share a copy as soon as it is made available.

Dr. Wolfe mentioned that in the last five years we have developed progress to bring our special education students back to the district and this has hurt our scores. If you have over forty students you must report their scores if not forty students then scores are not reported. Five years ago 40 special education students were out –placed and today only twelve students are in out of district placements.

l. Strategic Planning Goals

The Board had previously received recommended goals from administration for the 2007/2008 school year. These goals in part drive the work of the school system and constitute a major piece of our school improvement plan.

MOTION: Moved by Marcey Onofrio and seconded by Ron Haskins to approve the Strategic Planning Action Plans and Steps as specified as goals for the 2007/2008 school year.

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

MOTION PASSED 6-0

Dr. Wolfe mentioned that it looked like many goals but most of these goals relate to one school, NBIS.

Bonnie Symansky questioned (Strategy 2 - Plan 9) certificate of merit for one student and questioned if only one student gets a certificate.

Dr. Wolfe stated it was a little misleading, as any student who qualifies would receive this certificate.

m. Giraffe Heroes Report

Action Plans 2.7, 2.8 and 2.9 call for voluntary community service on the part of all North Branford Public School students. The Superintendent reports that community service has become operational in the North Branford Public Schools. The Superintendent provides the Board a report detailing community service performed at all levels of our school system.

Dr. Wolfe remarked that the program is voluntary but virtually everyone in the system is involved with voluntary work. He remarked that as superintendent he is incredibly proud of all the things our students are involved in.

Dr. Wolfe mentioned the wonderful students and staff members at the Community Roundup and AmeriCare. He stated that the handicapped individual that our students and staff help through AmeriCare this year told him that his faith in high school students has been restored. Superintendent Wolfe remarked that we might be looking into community service as an earned credit at the high school level.

Cheryl Smith stated she was impressed with the creativity of our staff members, students and community.

n. Summer Camp Program

The Summer of '07 was a very successful summer with nearly 1800 registrations. The 8th and final week of camp will be completed tomorrow. The camp was under the direction of Tippi Chupron and Michelle Horn. Among the most popular camps were Wet & Wild, Bowling and Ping-Pong. The Summer of '07 also marked the use of the YMCA pool at Hospice and afternoon entertainment. Next year's theme will be "Do You Zoo?"

Superintendent Wolfe remarked that he would match our Summer Program with anyone's stating we offer a safe, fun and educational program.

Dr. Wolfe distributed copies of three original stories from students who attended the Eric Carle camp. He mentioned that the program for summer camp takes eight to nine months to develop and next year there will be a Duct Tape Camp and a Bag of Tricks Camp.

o. Staff Hiring

A total of 24 positions were filled during the spring and summer months. The only vacancies as of this writing are .5 music at Stanley T. Williams School and special

education (Bridges) at North Branford Intermediate School.

In order to adequately deliver music education to the preschool program at Stanley T. Williams School, the Superintendent is recommending an increase in the .5 music position to .6 music. Savings in teacher turnover will fund the slight increase.

MOTION: Moved by John Bozzuto and seconded by Elisabeth Caplan to increase the STW music position to .6 for the 07/08 school year.

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

MOTION PASSED 6-0

p. Science Review Phase Report

As part of the Curriculum Management Cycle (CMC), the Science 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 science program. The team will pay particular attention to any internal or external factors that will impact the curriculum as they move forward into the Development Phase during the 2007-2008 school year. Recommendations were included in this report to assist those who will develop/revise the new Science K-5 curriculum guide.

Ms. Follo spoke on the "Little Scientist" units and the STC Kits-Science and Technology for Children.

Joan Follo stated that we would integrate the science technology strand into the life, physical and earth science strands rather than require four strands. The intent of the technology strand is to help students realize how science is related to real life. (stem cell research, low carb diets, global warming, etc.) are connected to life, physical and earth sciences.

Ms. Follo stated we must provide sufficient professional development to classroom teachers, have elementary teachers trained as Science Leaders, provide sufficient time for grade level teams to collaborate and ensure that each classroom teacher has a set of updated teacher guides to coordinate with the kits.

q. New Teacher Orientation

A New Teacher Orientation is scheduled for August 22 & 23, 2007. The agenda features an overview of the Strategic Plan and the Fish and Hero philosophies as well as mini-workshops in the BEST program, special education, the Professional Growth Educator Evaluation Program, the Curriculum Management Cycle, Technology, information related to Personnel and Business, as well as information about the NBFT.

Each new staff member will be paired with a school buddy who will take him or her on a tour of their assigned school. New staff members will meet with their building principal and begin to establish their classrooms.

A New Teachers Luncheon will be held on August 22nd where new staff will meet their "Buddy". This is a staff member who has volunteered to assist their newest colleague(s) in becoming acclimated to the programs and procedures in their school. BOE members, Superintendent Wolfe, and Administrators will take part in this celebration.

Special thanks are extended to the entire administrative team and to the many faculty members who shared their time and energy to support our new employees.

New teachers will also be assigned a BEST mentor who will guide and support the new staff member through the beginning phases of teaching and learning.

r. Professional Development

August Professional Development Days are scheduled for August 27-29, 2007. As noted in the overview schedule, Dr. Mark McQuillan, our new CT Commissioner of Education will join us during our opening convocation when we celebrate our 07-08 Teacher of the Year and the 06-07 school year in review. Over the three days, particular attention will be given to the introduction of Professional Learning Communities (PLCs) at each school. PLCs is a best practice recommended by the CSDOE, to provide educators with opportunities for job-embedded professional learning that promotes 'meaningful conversations' about student work. Effective use of student data and collaborative teaming are important components of this process. Other activities will include site-based action team planning, training on PowerTeacher, our web-based Gradebook, STEPS Reading Strategies in the Content Areas (NBIS), and several training sessions organized by the special services staff.

Joan Follo stated the training would not be on PowerTeacher but Power GradeBook.

s. Faculty & Staff Handbook Project

A nearly three year project to develop and issue faculty handbooks in all of our schools has been completed. The handbooks cover a wide-range of system information and specific building information. Special thanks to the administrative staff as well as their secretaries who have worked on this long-term project.

Dr. Wolfe mentioned that these handbooks are continuously updated.

t. Opening Convocation

The Opening Convocation for the North Branford Public Schools is scheduled to be held Monday morning, August 27th. Employees will return to a system-wide breakfast beginning at 8 a.m. in the high school cafeteria followed by the Opening Convocations in the auditorium at 9:15. The new Commissioner of Education, Dr. Mark McQuillan is the guest speaker.

Dr. Wolfe mentioned that two community members would receive the "Friends of Education" award at the convocation.

Dr. Wolfe mentioned that we had a request from Mrs. Jean Sunny for a year's leave of absence for personal reasons for the 2007-2008 school year.

Bonnie Symansky questioned what subject this staff member taught.

Mrs. Saulis stated Spanish/French.

Cheryl Smith questioned how difficult it would be to fill this position for one year.

Dr. Wolfe stated that for just one year it would be virtually impossible.

MOTION: Moved by Ron Haskins and seconded by Marcey Onofrio to approve a year's leave of absence for personal reasons to Jean Sunny, Spanish/French teacher at NBHS.

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| CHAIRWOMAN SMITH: | NO |
| VICE-CHAIR SYMANSKY: | NO |
| SECRETARY ONOFRIO: | NO |
| JOHN BOZZUTO: | NO |
| ELISABETH CAPLAN: | NO |
| RON HASKINS: | NO |

MOTION FAILED 6-0

IV. Committee Reports

a. Negotiations

An update was provided on negotiations with Local 1303-228 (Secretaries). Don Winnicki stated the secretaries were meeting September 27, 2007.

A timeline was provided regarding the upcoming negotiations with the North Branford Federation of Teachers. Dr. Wolfe stated negotiations should start in early October 2007.

b. Budget

The Superintendent enclosed a copy of the August 1 financial statement for Board review.

Mr. Donald Winnicki, Director of Personnel and Business, presented a report of recommended line item transfers. Line item transfers must be completed at this first meeting following the close of the fiscal year.

MOTION: Moved by Ron Haskins and seconded by Marcey Onofrio to accept 2006/2007 line item transfers as provided by the Director of Personnel and Business.

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

MOTION PASSED 6-0

Cheryl Smith questioned the pond project completed by the Fire Department and the cost of ten thousand dollars. She questioned if we could pay this out of this year's budget.

Dr. Wolfe stated it was too early to tell as we have the septic system project at STW, cost of fuel, electricity, etc.

Marcey Onofrio questioned if we could pay this with the money that was left over from this year's budget.

Donald Winnicki stated that once this money is returned to the town we have no say on how it will be spent.

Dr. Wolfe remarked that the Town Council stated he could put this request in next year's Capital Improvement Budget. He remarked that we could try to pay this out of this year's budget but we could put it off for now.

Ron Haskins remarked that we would pay for this project out of surplus or Capital Improvements.

Dr. Wolfe stated this was true.

The Board of Education must reduce the 2007/2008 budget request by an additional \$48,028 to bring the total reduction to \$292,000 and align the Board of Education Budget with that approved by the Town Council. A total of \$24,634.64 will be reduced from health benefits, as four of the new hires require only single benefit coverage. The remaining \$23,393.36 will be reduced from the certified salary account as savings were made through new hires.

MOTION: Moved by Elisabeth Caplan and seconded by Marcey Onofrio to accept the 2007/2008 budget reductions in the amount of \$48,028.00 as noted.

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

MOTION PASSED 6-0

c. Buildings & Grounds

Dr. Wolfe mentioned that the first round of interviews for a Supervisor of Buildings and Grounds would be on September 12, 2007.

Cheryl Smith questioned if any members of the Town Council would be on the interview committee.

Donald Winnicki stated that Fran Merola, Director of Public Works, would be on the interview committee.

Marcey Onofrio questioned how many applications were received.

Donald Winnicki stated about thirty applicants.

d. Curriculum –No report at this time.

e. Pension

Elisabeth Caplan stated the last Pension meeting was held at LaLuna's in Branford. She mentioned that investments are down at this time but the Pension Plan is extremely diversified. She remarked that several pensions were approved.

f. Policy - Dr. Wolfe stated the next meeting would be held in September.

g. ACES – No report at this time.

h. Strategic Planning

The administrative team met with Dr. Howard Feddema to review the action plans and steps that were worked on during the 2006/2007 school year and to make preliminary determination on which action plans and steps will be recommended to the Board as goals for the 2007/2008 school year.

i. Building Committee

Dr. Wolfe stated that the first phase of HazMat has been completed and the portables have been delayed until October – December 2007.

j. Calendar Committee – No report at this time.

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

l. Communication – No report at this time.

V. New Business

Related only to items removed from the Consent Agenda.

MOTION: Moved by Marcey Onofrio and seconded by Bonnie Symansky to approve the NBHS baseball field trip as submitted.

Cheryl Smith remarked that according to policy, out-of-state field trips had to be for classroom enhancement programs. She questioned if the baseball team needed to go to Florida for spring training.

Dr. Wolfe stated that football players and cheerleaders have traveled out of state.

Marcey Onofrio stated that this would be a good way for families to enjoy a spring vacation. She mentioned that the team would play games with other Connecticut teams in Florida.

Elisabeth Caplan questioned if the team was doing fund-raisers to cut down on the cost of the trip.

Neil Costello stated that they would hold a car wash and various other fund-raising activities.

Elisabeth Caplan questioned what happens if all players can't go on this trip if their families cannot afford it.

Neil Costello stated there are various ways to obtain the money.

Elisabeth Caplan mentioned that parents as chaperones concern her. She questioned the type of liability the school system would be responsible for.

Cheryl Smith agreed and remarked that the school system does not have control over family members and it puts us in a position where we can be held libel.

John Bozzuto questioned if we could get players and family members to sign a waiver.

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Dr. Wolfe stated that if the Board wanted to table this item he could check with our legal authorities.

Marcey Onofrio withdrew her motion and requested the item be tabled until the next Board meeting.

VI. Visitors and Press

Cliff Potter requested that the Board give Neil Costello and the baseball team a chance to put together a presentation. He asked that the Board give more thought to this field trip stating these were good kids.

Neil Costello asked if the Board could look into other towns that approved this type of trip and look at their guidelines.

VII. The next regular Board of Education meeting is scheduled for Thursday, September 20, 2007.

VIII. Adjournment

MOTION: Moved by Marcey Onofrio and seconded by Ron Haskins to adjourn this North Branford Board of Education meeting at 9:41 p.m.

ALL VOTED AYE

Respectfully submitted,

Sherry Ardine
Account Clerk