

NORTH BRANFORD BOARD OF EDUCATION

April 24, 2008

The North Branford Board of Education met on Thursday, April 24, 2008 at the Board of Education Conference Room at Totoket Valley Elementary School at 6:00 p.m. The following members attended:

Board Chairwoman:	Deborah Prunier
Board Vice-Chairwoman:	Marcey Onofrio
Board Secretary:	Nancy Lappie
Board Members:	John Bozzuto, Jr. Christopher Manna Bonnie Symansky

Superintendent of Schools: Dr. Robert K. Wolfe

MOTION: Moved by Marcey Onofrio 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 legal and personnel matters.

ALL VOTED AYE

MOTION: Moved by Marcey Onofrio and seconded by John Bozzuto to reconvene to public session in the Library Media Center at 6:53 p.m.

ALL VOTED AYE

I. Visitors

Director of Business/Personnel:	Donald Winnicki
Director of Curriculum/Instruction:	Joan Follo
Director of Special Services:	Suzanne Wright
Supervisor of Operations:	William Choti
Principals:	Michele Saulis, NBHS Alan Davis, NBIS Nancy Brittingham, TVES Shawn Parkhurst, JHS

Sarah Celotto
Christine Imperato
Erin Flood-Harrison
Bruce Williams
Jim Dwyer
Ryan Murphy
Silvio Sanzari
David McMahon

Dr. Kristine Lindsay
Mark Torrente
Joan Williams
Kim Williams
Kathy Gargiulo
Karen Murphy
Laura Sanzari
Corey Dwyer

Carter Welch
Grace Polivka
Ryan Williams
Cliff Potter
Sam Flanagan
Hayley Murphy
Allie Sanzari

There were no visitor comments at this time.

II. Student Representatives

Kathy Gargiulo and Samantha Flanagan reported on the following items:

Academic

AP finals and exams are underway and will continue through the month of May.

Most seniors have decided where they will continue their education next year.

SAT's for juniors will be held on May 3, 2008

Sports

Baseball	3-4
Golf	2-1
Boys Tennis	8-1
Girls Tennis	6-3
Boys Track	3-0
Girls Track	3-0
Lacrosse	4-2-1
Softball	10-1

Social

FBLA worked on Americare with NBHS faculty members on April 19th and will continue the work on April 26th. This year the house the students and staff are working on is located in North Branford.

Tuesday, April 22nd was NBHS goes Green Day. Students wore green and were able to buy NBHS water bottles. Students were made aware of our environment and new recycle bins were distributed throughout the school.

The Student Council Talent Show will be held on Thursday, May 8, 2008.

Friday, April 25, 2008 the Junior Prom will be held.

III. Consent Agenda

MOTION: Moved by Deborah Prunier and seconded by John Bozzuto to amend the Consent Agenda to include three additional resignations.

Correction from March 13, 2008 minutes

Motion should have read Marcey Onofrio made the motion to approve the appointment of Mr. Douglas Hammel not Deborah Prunier. (page 5 of 14)

CHAIRWOMAN PRUNIER:	AYE
VICE-CHAIR ONOFRIO:	AYE
JOHN BOZZUTO, JR.:	AYE
CHRISTOPHER MANNA:	AYE
BONNIE SYMANSKY:	AYE

MOTION PASSED 5-0

a. Minutes

Minutes of the March 13, 2008 Board of Education meeting.

b. Resignations

The Superintendent has received a retirement resignation from Mrs. Janet Crouse, grade 4 teacher at Totoket Valley Elementary School. Mrs. Crouse will retire at the end of the 2007/2008 school year after serving the district for 23 years.

The Superintendent has received a retirement resignation from Mrs. Linda Lyon, reading teacher at Stanley T. Williams School. Mrs. Lyon will retire on November 30, 2008 after serving the district for 22 years.

The Superintendent has received a retirement resignation from Mr. Michael Votto, social studies teacher at North Branford Intermediate School effective at the end on the 2007/2008 school year after 36 years of dedicated service to the students of North Branford.

The Superintendent has received a retirement resignation from Mr. James Dwyer, grade 5 teacher at Totoket Valley Elementary School effective at the end of the 2007/2008 school year after 36 years of dedicated service to the students of North Branford.

The Superintendent has received a retirement resignation from Mrs. Marybeth Buckhoff, mathematics teacher at North Branford High School effective at the end of the 2007/2008 school year after 30 years of dedicated service to the students of North Branford.

c. Appointments

The Superintendent is recommending the appointment of Ms. Elizabeth Anne Parker to the position of school psychologist at Jerome Harrison and Stanley T. Williams School for the 2008/2009 school year. Ms. Parker will be placed at Step 1, Seventh Year, per the contract between the North Branford Board of Education and the North Branford Federation of Teachers.

The Superintendent has received two recommendations from Michele Saulis, Principal of North Branford High School, for spring coaching positions.

Assistant Softball Coach - Robert Purcell

Assistant Girls Track Coach – Danielle Gaudio

d. Leaves

The Superintendent has received a leave request Mrs. Katie Copeland, grade 2 teacher at Stanley T. Williams School. Mrs. Copeland is requesting a one-year unpaid leave of absence per the terms under Article XX of the agreement between the North Branford Board of Education and the North Branford Federation of Teachers. Said leave will be without pay.

e. Donations

The Superintendent has received notification from Mr. John Congo that the non-profit organization “Horns for Kids” has awarded North Branford Public Schools a reconditioned Blessing Tuba at an approximate value of \$2,000. The Superintendent extends a sincere thank you to Mr. Congo for his efforts in participating in this program which will greatly benefit the instrumental music program at North Branford High School.

The Superintendent has received information from Mrs. Michele Saulis, Principal of North Branford High School regarding the Youth Basketball Organization's proposal to donate a movable scorer's table for the North Branford High School Basketball teams. The cost of the table including shipping has been estimated at \$2,800.

f. Field Trips – None at this time.

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

CHAIRWOMAN PRUNIER:	AYE
VICE-CHAIR ONOFRIO:	AYE
SECRETARY LAPPIE:	AYE
JOHN BOZZUTO:	AYE
CHRISTOPHER MANNA:	AYE
BONNIE SYMANSKY:	AYE

MOTION PASSED 6-0

IV. Superintendent's Report

Recognition

Six North Branford Students Receive Honors At Annual SCASA Awards Luncheon

The South Central Area Superintendent Association honored 75 students on March 14th at their third annual Student Recognition Luncheon held at Laurel View Country Club in Hamden. Over 310 people were in attendance with guest speaker, Dr. Cheryl Norton, President of Southern Connecticut State University. Superintendent Bob Wolfe, Co-Chair of SCASA coordinated the event. Students were selected for their overall academic achievement, extra-curricular involvement and community service. Each district was allowed to name six students, with the exiting grade at each level having two representatives.

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The Board of Education recognized the following students who represented North Branford:

<u>TVES - Grade 5</u>	Alexandra Sanzari	Ryan Murphy
<u>NBIS – Grade 8</u>	Kimberly Williams	Kevin Walker
<u>NBHS – Grade 12</u>	Samantha Flanagan	Corey Dwyer

Mrs. Brittingham, Christine Imperato and Mrs. Saulis and the Board Chair presented these students with plaques and congratulated these students on being selected for this honor.

Dr. Wolfe stated two scholarships were given to two outstanding seniors who were continuing their studies in education. One student was from Hamden the other student from Milford.

b. Communications

Attached was a copy of the NBHS Spring Sports schedule.

Attached was a copy of a memo and report from Dr. Mark McQuillan summarizing the districts results for the fall 2007 Kindergarten Entrance inventory.

The Superintendent received a copy of a letter sent to Mrs. Linda Lyon thanking the students and staff of Stanley T. Williams School for collecting 2,650 books for Read to Grow during a recent book drive.

Dr. Wolfe and Board members congratulated all STW students and their efforts.

The Superintendent shared with the Board a copy of a flyer detailing “North Branford Day” at the Yale Center for British Art on Saturday, April 26th.

Dr. Wolfe remarked that parents and children could attend the museum for a wide variety of activities.

c. Summer of 2008

The Summer of 2008 – “Do You Zoo?” brochure was released for distribution in North Branford, North Haven and Regional School District #13 – Durham & Middlefield Public Schools in late February. As of April 9th, 1,000 program registrations have been received.

Superintendent Wolfe stated that many of the cooking classes are rapidly being filled.

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d. Graduation Date

In accordance with State Statute the North Branford Board of Education may establish a firm graduation date after April 1st of the school year. In as much as the school system has experienced three snow days this moves graduation to Monday, June 16th, 2008.

MOTION: Moved by Bonnie Symansky and seconded by Christopher Manna to establish the 2008 North Branford High School graduation for Monday, June 16, 2008.

Marcey Onofrio questioned if one of these three days could be excused as we are in attendance for more days then the State calls for and it will cut into another week of the days planned for construction..

Dr. Wolfe remarked that we have contractual obligations and it would mean a loss of sixty thousand dollars in salaries. The state mandates 900 hours or 180 days. We have already adjusted schedules with all contractors to begin work on June 17, 2008.

CHAIRWOMAN PRUNIER:	AYE
VICE-CHAIR ONOFRIO:	AYE
SECRETARY LAPPIE:	AYE
JOHN BOZZUTO, JR.:	AYE
CHRISTOPHER MANNA:	AYE
BONNIE SYMANSKY:	AYE

MOTION PASSED 6-0

e. Professional Development

Certified staff members were involved in a full day of professional development activities on March 24th. The activities spanned a wide range of district, building and department based initiatives. Activities included curriculum development and collaborative team meetings, technology training (web design, Smartboard instructional integration, assistive technology), CPR and anxiety disorders training, site-based action planning, rubric development, and a visitation to the Yale Center for British Arts by grade 2 teachers. Joan Follo, Director of Curriculum and Instruction, was available to highlight some the day's activities.

f. 2008/2009 Budget

The Town Council in a special workshop session held on March 26, 2008 approved a Board of Education budget of \$28,371,577 for the 2008/2009 school year. This budget approval represents a 4.7% increase over fiscal year 2007/2008. In addition, the Council approved two capital projects totaling \$110, 487. The two capital projects approved were the ventilator replacement project at NBHS and the track maintenance program. The budget now heads to referendum which will be held on May 13th, 2008.

Administration will work on suggested reductions and present them to the Board of Education Budget Subcommittee in June for approval by the Board at its regularly scheduled June meeting.

Dr. Wolfe mentioned that there were several retirements that would help offset the budget reductions by the Town Council. He remarked that a reserve fund has been established for our ongoing track improvements.

g. Curriculum

As part of the Curriculum Management Cycle (CMC), the end-of-the-year summative reports are enclosed for your review. Carter Welch, Department Chairperson produced these reports for Health and Physical Education and his CMC teams.

Health K-12: Implementation Phase 2 Report

Physical Education K-12: Evaluation Phase Report

Christopher Manna questioned page 4 –areas not addressed K-5 – Drug Abuse. He remarked that with so many automobiles accidents that have occurred because of substance abuse that he felt drug abuse should be covered as early as possible.

Joan Follo stated that all items are not addressed formally but they are covered by activities at the school level.

Christopher Manna questioned if only health teachers could teach health or if a biology teacher could teach health especially if the State keeps increasing the requirements for health education.

Dr. Wolfe mentioned that science teachers could teach one course out of their discipline.

Carter Welch stated that at this time the state is only suggesting 1.0 credits in health and it is not being implemented at this time.

Marcey Onofrio questioned that if a student is an athlete could they have a physical education class waived as she knows of a student who has to take two physical education classes next year as the student could not fit it into her schedule before.

Carter Welch stated that some schools do waive a gym class but the team feels a student receives a better experience if they take physical education.

Dr. Wolfe stated this matter could be reviewed and if a high school principal determines that a student is very involved in athletics a physical education class could be waived.

Bonnie Symansky stated that many of the physical education classes seemed very exciting, diverse (Pilates, Yoga, Dance, Sports Medicine, etc) and breaking out of the box.

Joan Follo stated that the committee has to investigate further the potential impact of new state graduation requirements on staffing, programming, facilities and curriculum.

Under separate cover the Board received a copy of the Language Arts Curriculum Guide for grades 6-12 for their review. The guide was adopted on July 12, 2007 with the stipulation that the committee would continue their work over the 2007-2008 school year. The following items have been integrated into this updated edition of the LA 6-12 Curriculum Guide. This guide was produced by Mark Fabrizi, Language Arts Department Chairperson, Grace Polivka, Language Arts Curriculum Coordinator, and the CMC team 6-12.

- Revised Scope and Sequence Chart
- Outlines for the following courses:
 - Theater Arts, 6-8
 - American Literature
 - The Culture of Science Fiction
 - Wizards, Witches, and Warriors
 - Whodunit?
- Revised the document for clarity and style

Joan Follo asked if Board members would replace their old curriculum guide with the new.

Deborah Prunier requested a copy of the initial curriculum.

h. Reading and Writing Across the Middle School Curriculum

STEPS is a literacy initiative and professional development opportunity at NBIS. As a school, we are working toward a collective, collegial, consistent effort across academic disciplines to support students as learners of content. Staff members are being shown a variety of strategies to scaffold learning for all students. We would like to thank the members of the STEPS team for their efforts: Mark Torrente (Reading Strategies), Erin Flood Harrison (Grade 7 language arts), Kathleen Griffin Daley (Grade 6 science), Marcella Ardine (Grade 7 social studies), and Grace Polivka (Grade 8 language arts/subject coordinator).

Grace Polivka remarked that STEPS is an on-going and in-house way to support our students. She mentioned that team members received their initial training at NELMS. She stated that the team has had seven sessions for the NBIS staff so far this year

Grace Polivka thanked the members of the team who were present, Mark Torrente and Erin Flood-Harrison.

Dr. Wolfe also extended his thanks to the STEPS team.

i. NBIS Project Update

The North Branford Town Council at a Special Meeting held April 1, 2008 voted 7-0 to award 18 of 20 bid packages for the Renovate as New Middle School Project. These bid packages were previously approved by the Permanent Project Building Committee. The two remaining packages outstanding are for flooring and millwork.

The Building Committee met on Monday, April 14, 2008, at 7 p.m. in the Town Council Chambers and finalized recommendations for the two remaining bid packages. It is not anticipated that the delay in awarding these two bid packages will have any effect on the start of the project.

Michelle Knockwood, Town Purchasing Assistant, has informed the Superintendent that winning bid holders have been notified and contracts are being prepared. This process should take approximately two weeks. Turner Construction estimates that once contracts have been signed work on the project should commence in approximately three weeks. A new phasing schedule is being developed by Turner and will be presented to both building administration and the Superintendent.

Dr. Wolfe mentioned only the flooring contract is left to bid. The project should take approximately thirty months and Dr. Wolfe thanked the administrators and staff at NBIS.

Superintendent Wolfe mentioned that one hundred parking spaces would be lost at NBIS and a shuttle bus would run between Sports-Plex and NBHS for students who drive themselves to school to alleviate the short-term problem.

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He mentioned that changes would be made in student parking at NBHS next year and with the help of Fran Merola, Director of Public Works, additional parking would be added at NBHS.

Dr. Wolfe remarked that site work on the portables has begun and the entrance for the middle school starting Monday, April 28 would be through the auditorium lobby.

Superintendent Wolfe mentioned that the building committee would meet on Monday, April 28, 2008 to discuss the flooring bid.

j. Kindergarten Registration

As of this writing, kindergarten registration is as follows:

STW 83
JHS 82

Superintendent Wolfe mentioned that kindergarten registration has plateaued.

V. Committee Reports

a. Negotiations

No report at this time.

b. Budget

A copy of the April 1 financial statement is attached for Board review.

Marcey Onofrio stated that Pupil Services and the Septic System project at STW are still in the red. She questioned when the septic system project at STW would go out to bid.

Donald Winnicki stated it should go out to bid in the near future.

c. Buildings & Grounds

Dr. Wolfe remarked about the water bill at NBIS, as it was four times the amount is usually is. He stated that a flushometer in the abandoned cafeteria was still running but the problem has been solved.

d. Curriculum

No report at this time.

e. Pension

Donald Winnicki stated he has not received word from the Pension Committee.

f. Policy

Bonnie Symansky stated that the Board of Education would be given the following policies for first reading:

- | | |
|---------------|--|
| Policy #P5050 | Superintendent of Schools |
| Policy #P5060 | Recruitment and Appointment
of Superintendent |
| Policy #P5100 | Site Based Planning |

Bonnie Symansky asked if Board members had questions on these policies to please call her or another committee member.

The Board of Education was provided the following policy for second read and approval:

- | | |
|---------------|------------------------------|
| Policy #P5120 | Evaluation of Administrators |
|---------------|------------------------------|

MOTION: Moved by Bonnie Symansky and seconded by Nancy Lappie to approve Policy #P5120 Evaluation of Administrators as submitted.

- | | |
|----------------------------|------------|
| CHAIRWOMAN PRUNIER: | AYE |
| VICE-CHAIR ONOFRIO: | AYE |
| SECRETARY LAPPIE: | AYE |
| JOHN BOZZUTO, JR.: | AYE |
| CHRISTOPHER MANNA: | AYE |
| BONNIE SYMANSKY: | AYE |

MOTION PASSED 6-0

g. ACES

Nancy Lappie remarked that this is a wonderful committee to serve on. Unfortunately they did not have a quorum at this meeting.

h. Strategic Planning

No report at this time.

i. Building Committee

No report at this time.

j. Calendar Committee

Marcey Onofrio stated there would be a calendar committee meeting on May 12, 2008.

k. Transportation/Bus Safety Committee

No report at this time.

l. Communication

Bonnie Symansky thanked Dr. Wolfe for the articles he submits to the Totoket Times.

VI. New Business

There was no new business at this time.

VII. Visitors and Press

A parent questioned the number of students for kindergarten classes at Jerome Harrison School next year stating she felt the numbers are too high at 20 and 21.

Dr. Wolfe remarked that two kindergarten aide positions were in next year's budget for Jerome Harrison School.

VIII. The next regular Board of Education meeting is scheduled for May 15, 2008 at Totoket Valley Elementary School.

IX. Adjournment

MOTION: Moved by Deborah Prunier and seconded by Marcey Onofrio to adjourn this meeting of the North Branford Board of Education at 7:54 p.m.

ALL VOTED AYE

Respectfully submitted,

Sherry Ardine
Account Clerk