

# NORTH BRANFORD BOARD OF EDUCATION MEETING

December 15, 2011

The Thursday, December 15, 2011 meeting of the North Branford Board of Education was called to order at 7:00 p.m. in the Board Meeting Room of Stanley T. Williams School.

## I. Roll Call

<b>CHAIRWOMAN ONOFRIO:</b>	<b>PRESENT</b>
<b>VICE- CHAIR MISCIO:</b>	<b>PRESENT</b>
<b>SECRETARY MCMAHON:</b>	<b>PRESENT</b>
<b>ED CORRADINO:</b>	<b>PRESENT</b>
<b>ANTHONY FERRAIOLO:</b>	<b>PRESENT</b>
<b>LOU PATERNOSTER:</b>	<b>PRESENT</b>

## II. VISITORS

Superintendent of Schools:	Scott Schoonmaker
Director of Business / Personnel:	Donald Winnicki
Director of Curriculum / Instruction:	Sara Querfeld
Director of Special Services:	Suzanne Wright
Principals:	Todd Stoeffler, NBHS Alan Davis, NBIS Dr. Kris Lindsay, TVES Shawn Parkhurst, JHS

Christine Imperato	Elizabeth Caplan	Rachel Robertson
Ryan Dombrowski	Cliff Potter	Theresa Frandsen
J. T. Tenczar	T.J. McMahon	
Anthony Candelora, Mayor		

III. In accordance with Board Policy P9040, the first order of business at the first meeting in December, succeeding each biennial election, is the election of the Chairperson, Vice Chair, and Secretary of the Board of Education.

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to nominate Marcey Onofrio as Chairperson of the North Branford Board of Education.

<b>CHAIRWOMAN ONOFRIO:</b>	<b>AYE</b>
<b>VICE-CHAIR MISCIO:</b>	<b>AYE</b>
<b>SECRETARY MCMAHON:</b>	<b>AYE</b>
<b>ED CORRADINO:</b>	<b>AYE</b>
<b>ANTHONY FERRAILOLO:</b>	<b>AYE</b>
<b>LOU PATERNOSTER:</b>	<b>AYE</b>

**MOTION PASSES 6-0**

**MOTION:** Moved by Dave McMahon and seconded by Ed Corradino to nominate Shannon Querfeld as Vice-Chairperson of the North Branford Board of Education;

<b>CHAIRWOMAN ONOFRIO:</b>	<b>AYE</b>
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**Only one other vote was required.**

**MOTION PASSES**

**MOTION:** Moved by Shannon Miscio and seconded by Anthony Ferraiolo to nominate David McMahon as Secretary of the North Branford Board of Education.

<b>CHAIRWOMAN ONOFRIO:</b>	<b>AYE</b>
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**Only one other vote was required**

**MOTION PASSES**

**IV. Meeting was called to order by the newly elected Chair.**

Shannon Miscio and Dave McMahon thanked all Board members for their support and Marcey Onofrio welcomed all new Board members.

**V. Student Representative**

Rachael Robertson and Ryan Dombrowski, NBHS student representatives reported on the following:

**Sports Awards** - Coach Nuhn and her Field Hockey team completed another successful season on and off the field, reaching the semi-final round in the CIAC tournament. The team hosted their team banquet at Woodwinds on Monday, December 6<sup>th</sup> with the team receiving the 2011 Goodridge Team Sportsmanship Award. Bailey McGinnis, Danielle Hottin and Kaeley DeNegre were named First Team All State with Meagan Halligan named Academic All State and 2<sup>nd</sup> Team All State. Additionally, head football coach Mark Basil, was named “Coach of the Year” by New Haven Football Officials Associated and was honored at their annual banquet held on November 28<sup>th</sup>. The award is given annually to the coach, not based upon win/loss record, but whose program bests represent clean play and good sportsmanship.

**Superintendent’s Award** – On November 28<sup>th</sup>, Seniors Ryan Dombrowski and Shannon Anderson were honored at the annual Middlesex Superintendents’ Association Luncheon which recognizes seniors who have demonstrated academic success, leadership skills and who have contributed to their school and community. Ryan and Shannon were in attendance with their parents, along with several other school districts and their honorees.

**NBHS Drama Club** - The NBHS Drama Club Spring Musical production was announced by Mrs. Cindy Genzano. “Oklahoma” was chosen as the spring play scheduled of March 30<sup>th</sup> and March 31<sup>st</sup>. Set design and planning for the production requirements are underway. The NBHS Tech Ed and Art classes will assist in the set production

**NBHS Winter Concert** – The NBHS Winter Concert was held December 14<sup>th</sup> with selections by the concert band, jazz ensemble, chorus and select chorus. During December, musical performances have also been held at Evergreen Woods, NBIS, North Branford Senior Center and the North Branford Fire Department Christmas Tree Lighting Ceremony.

**Holiday Wreaths** – Under the direction of Mrs. Diane Artaiz and Ms. Lori Gambardella, students produced holiday wreaths in the NBHS Green House following Thanksgiving. Fifty wreaths were produced and sold on December 2<sup>nd</sup> and December 5<sup>th</sup>. The NBHS Green House has continued growing and harvesting of vegetables along with new initiatives planned for the Spring such as flower sales for Valentine’s Day, Easter, Mother’s Day and Prom.

**Regional Music Festival** – On Saturday, November 19<sup>th</sup>, fifteen students participated in the Southern Regional Music Festival at Pomperaug High School in Southbury, Connecticut. Six students were selected to advance to Regionals which will be held during January at Maloney High School. All State auditions are scheduled for February at North Haven High School.

**Rotary Student of the Month** – Sophomore Kevin Sullivan was named the Rotary “Student of the Month” for December. Kevin and his parents attended the Rotary’s dinner meeting on December 7<sup>th</sup>. Kevin was nominated by the NBHS English Department.

**Project Graduation** – On Sunday, December 4<sup>th</sup>, the North Branford Project Graduation Committee held its annual Powder-Puff football game. The seniors won over the juniors in the final game, with a score of 8-6. The event raised over \$2,000. This year, Mrs. Jennifer Mirto is heading the committee.

**Sports** – On December 7<sup>th</sup>, the girls’ basketball team had their first game, officially beginning the winter sports season. Hockey and boys’ basketball both opened their seasons on December 14<sup>th</sup>.

**VI. Consent Agenda**

a.Minutes

Minutes of the November 16, 2011 Board of Education meeting.

b. Resignations – None at this time.

c. Appointments – None at this time.

d. Leaves - None at this time.

e. Donations – None at this time.

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to approve the Consent Agenda as submitted.

<b>CHAIRWOMAN ONOFRIO:</b>	<b>AYE</b>
<b>VICE-CHAIR MISCIO:</b>	<b>AYE</b>
<b>SECRETARY MCMAHON:</b>	<b>AYE</b>
<b>ED CORRADINO:</b>	<b>AYE</b>
<b>ANHONY FERRAILOLO:</b>	<b>AYE</b>
<b>LOU PATERNOSTER:</b>	<b>AYE</b>

**MOTION PASSES 6-0**

## VII. Superintendent's Report

### a. Recognition

#### ***MSSA Student Recognition Luncheon***

North Branford High School seniors, Shannon Anderson and Ryan Dombrowski, received the "Superintendent's Award of Excellence" through the Middlesex Shoreline Superintendents Association (MSSA) in recognition of their community service, academic achievement and leadership in the school community. We are very proud to have Shannon and Ryan represent the North Branford Public Schools. They received their awards on Monday, November 28<sup>th</sup> at the Saybrook Point Inn. The event recognized students from neighboring shoreline communities. ***Congratulations and thank you to Shannon and Ryan for representing North Branford!***

### b. Communications

Attached for Board review were the Board of Education Briefs from each school for the month of December 2011.

Shannon Miscio remarked that it is a wonderful opportunity for the elementary schools to see the concerts from NBHS music students. She stated that when she was in elementary school she played flute and it was when NBHS music students came to the elementary schools that she decided she would continue the flute so that when she got to NBHS she could be in the band.

Lou Paternoster remarked that he wanted to compliment the JHS parents, principal Shawn Parkhurst and JHS teachers for the Night to Care Program. He stated that he was amazed to see JHS students wrapping presents for 69 families in town. He remarked that all students were very courteous and well behaved.

### c. School Climate Plans

Public Act 11-232, " An Act Concerning the Strengthening of Bullying Laws" requires each local and regional board of education to approve a "safe school climate plan" and must submit this plan to the State Board of Education by January 1, 2012. The North Branford Board of Education approved the Bullying Prevention and Intervention Safe School Climate Plan on September 15, 2011.

In compliance with the law, the Superintendent has appointed Carter Welch as the Safe School Climate Coordinator and each school principal has appointed a safe school climate specialist. In addition, each school has completed a Safe School Plan. The Addendum to the Board Policy 1400 provides the shared mission, shared values, shared goals and shared school policies and

practices which are aligned to the National School Climate standards. In addition, the document provides guidelines to ensure continuous improvement and progress monitoring.

Sara Querfeld mentioned that Carter Welch, Tracy Wooten and Mark Fabrizi were in New Jersey for further training for School Climate Plans.

She mentioned that a safe school climate has been associated with fewer behavioral and emotional problems for students. A safe school climate, when positive, can provide an enriching environment, both for personal growth and academic success.

Scott Schoonmaker stated that the Safe School Climate Coordinator will convene quarterly meetings of the school climate specialists to monitor progress, provide support and plan for on-going staff development. The coordinator will meet with each school team annually for facilitating K-12 conversations and ensuring district-wide cohesiveness and compliance.

Anthony Ferraiolo questioned if there was a committee assigned to this planning.

Sara Querfeld stated that every school has their own Safe School Climate committees with parents, teachers and administrators and she and Carter Welch are the overall chairs.

Superintendent Schoonmaker remarked that this is a working and changing document as we progress in collecting student data.

Sara Querfeld asked that the Board of Education approve the Addendum to P1400.

**MOTION:** Moved by Dave McMahon and seconded by Shannon Miscio to approve the Addendum to P1400 – Bullying Prevention and Intervention Safe School Climate Plan

<b>CHAIRWOMAN ONOFRIO:</b>	<b>AYE</b>
<b>VICE-CHAIR MISCIO:</b>	<b>AYE</b>
<b>SECRETARY MCMAHON:</b>	<b>AYE</b>
<b>ED CORRADINO:</b>	<b>AYE</b>
<b>ANTHONY FERRAILOLO:</b>	<b>AYE</b>
<b>LOU PATERNOSTER:</b>	<b>AYE</b>

**MOTION PASSES 6-0**

d. NEASC Special Progress Report

The Superintendent provided the Board with a copy of a *Special Progress Report* for North Branford High School of the NEASC (New England Association of Schools and Colleges) visit last year. The four areas of focus are school-wide technology rubric, identification of academic, civic and social expectations in all curricular areas, participation in PLC (Professional Learning Communities) to ensure that all teachers are engaged and committed, and lastly, clarifying roles of administrators in the district. Administration was available to answer any questions the Board may have regarding this progress report.

Todd Stoeffler mentioned that 1 and 4 in the report were completed and 2 and 3 are in progress.

Shannon Miscio questioned what PLC stood for.

Todd Stoeffler stated Professional Learning Committee. He mentioned that the sub- committee consisted of the Career Education Department Chair, the Mathematics Department Chair, a Business Teacher and a Tech Education teacher. They collected over twenty technology school-wide rubrics from various high schools throughout the state of Connecticut and reviewed all feedback from NBHS staff regarding the original rubric. Based on this information the committee completed a draft during the summer of 2011 and then presented the revised rubric to the NBHS leadership team. The entire staff has been informed of the process during each stage through faculty meetings and department meetings.

Anthony Ferraiolo questioned if the ones in progress get updated.

Todd Stoeffler stated that they did. (report attached)

e. DATTCO Bus Donation and North Branford Food Bank

DATTCO Bus Company offered North Branford Public Schools a free bus trip to New York City. The trip took place Saturday, December 10<sup>th</sup>. A coach bus departed the North Branford Auditorium at 7:30 a.m. and returned at approximately 9:30 p.m. Employees were able to shop, catch a Broadway show, visit area restaurants and tour the City. The cost of this trip to employees was \$10 per person plus one can of soup. Central Office personnel coordinated this trip and the collection of the soup and money in an effort to assist the North Branford Food Bank during the holiday season. The Superintendent was pleased to report that a total 50 cans of soup and \$390 in cash will be donated to the North Branford Food Bank. The Superintendent graciously thanks DATTCO Bus Company for this generous donation and opportunity for North Branford Public School employees.

Dave McMahon remarked that this was very nice of DATTCO.

### **VIII. Committee Reports**

- a. Negotiations - Donald Winnicki remarked that he is still working with the custodial group.
- b. Budget - Donald Winnicki distributed the December 1st financial report stating there were no concerns at this time.

Dave McMahon asked if prices for diesel and oil were locked in.

Donald Winnicki stated diesel was but oil prices were not locked in yet.

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to accept the proposed 2012-2013 budget workshops for January 25<sup>th</sup> and February 2<sup>nd</sup>, 2012.

<b>CHAIRWOMAN ONOFRIO:</b>	<b>AYE</b>
<b>VICE-CHAIR MISCIO:</b>	<b>AYE</b>
<b>SECRETARY MCMAHON:</b>	<b>AYE</b>
<b>ED CORRADINO:</b>	<b>AYE</b>
<b>ANTHONY FERRAIOLO:</b>	<b>AYE</b>
<b>LOU PATERNOSTER:</b>	<b>AYE</b>

**MOTION PASSES 6-0**

c. Operations - No report at this time.

Shannon Miscio remarked that she would like the Operations committee to do a walk-through of all schools four times a year. She suggested at the start of school, January, April and when schools it out.

Donald Winnicki stated he didn't know how much you would see when school is out.

Marcey Onofrio remarked that the Board could start with a walk through in January and set the other dates at a later time.

Scott Schoonmaker stated he would have Bill Choti join the walk-through in January.

Shannon Miscio stated the Operations committee would meet on January 25<sup>th</sup>, 2012 at 5:00 p.m. at the auditorium to tour the building before the January Board of Education meeting at 7:00 p.m...

d. Curriculum – No report at this time.

e. Pension – No report at this time.

f. Policy

**Modified Policy Sub-Committee Section**

The policy sub-committee is recommending the following items be added to the agenda.

Policy #P9140	Consent Agenda
Policy #P9052	Official Duties – Secretary
Policy #P9160	Minutes

Policy #P9200 Formulation, Adoption, Amendment and Deletion of Board Policy  
Policy # P9081 Time, Place and Notice of Meetings  
Policy # P3076 IDEA Alternative Assessments for Students with Disabilities for  
Statewide and District-Wide Assessments  
Policy# P7291 IDEA Fiscal Compliance

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to add Policies #p9140, P9052, P9160, P9200, P9081 and P7291 to the agenda.

**CHAIRWOMAN ONOFRIO: AYE**  
**VICE-CHAIR MISCIO: AYE**  
**SECRETARY MCMAHON: AYE**  
**ED CORRADINO: AYE**  
**ANTHONY FERRAILOLO: AYE**  
**LOU PATERNOSTER: AYE**

**MOTION PASSES 6-0**

**MOTION:** Moved by Shannon Miscio and seconded by Lou Paternoster to delete Policy #9140, Consent Agenda.

**CHAIRWOMAN ONOFRIO: AYE**  
**VICE-CHAIR MISCIO: AYE**  
**SECRETARY MCMAHON: AYE**  
**ED CORRAQDINO: AYE**  
**ANTHONY FERRAILOLO: AYE**  
**LOU PATERNOSTER: AYE**

**MOTION PASSES 6-0**

Shannon Miscio remarked that she is a strong believer that every article is voted on separately. If several coaches or department heads are listed then the Board could vote on the exhibit and take one vote for a large group.

Policies #P9052, #P9200, #P3076, and P7291 are provided for first read.

A copy of Policy #9081 was provided for discussion. This policy requires the establishment of a time for Board meetings, and the subcommittee recommended discussion by the full Board.

The Board approved that all regular meetings of the Board shall began at **7:00 p.m.** or as soon thereafter as a quorum is present and shall adjourn no later than **12:00 pm.** unless extended to a time certain by a two-thirds vote of the Board members present. All regular meetings of the Board shall be held in **STW**, unless otherwise ordered by the Board.

Six policies were distributed as a first read in November of 2011. The sub-committee is recommending that Policy #P9100, Meeting Conduct, be sent back to committee for further review as a result of additional input from legal counsel.

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to table approval of Policy #9110, and return this policy to the sub-committee for further review.

<b>CHAIRWOMAN ONOFRIO:</b>	<b>AYE</b>
<b>VICE-CHAIR MISCIO:</b>	<b>AYE</b>
<b>SECRETARY MCMAHON:</b>	<b>AYE</b>
<b>ED CORRADINO:</b>	<b>AYE</b>
<b>ANTHONY FERRAIOLO:</b>	<b>AYE</b>
<b>LOU PATERNOSTER:</b>	<b>AYE</b>

**MOTION PASSES 6-0**

Policy #P9020 Legal Status of the Board – Elections of the Board  
Policy #P9071 Committees  
Policy #P9110 Meeting Conduct  
Policy #P9130 Construction and Posting of Agenda  
Policy #P9051 Official Duties – Vice Chair Person  
Policy #P9021 Oath of Office

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to approve Policy #P9020, Legal Status of the Board – Elections of the Board, as submitted.

<b>CHAIRWOMAN ONOFRIO:</b>	<b>AYE</b>
<b>VICE-CHAIR MISCIO:</b>	<b>AYE</b>
<b>SECRETARY MCMAHON:</b>	<b>AYE</b>
<b>ED CORRADINO:</b>	<b>AYE</b>
<b>ANTHONY FERRAIOLO:</b>	<b>AYE</b>
<b>LOU PATERNOSTER:</b>	<b>AYE</b>

**MOTION PASSES 6-0**

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to approve Policy #P9021, Oath of Office, as submitted.

<b>CHAIRWOMAN ONOFRIO:</b>	<b>AYE</b>
<b>VICE- CHAIR MISCIO:</b>	<b>AYE</b>
<b>SECRETARY MCMAHON:</b>	<b>AYE</b>

**ED CORRADINO: AYE**  
**ANTHONY FERRAILOLO: AYE**  
**LOU PATERNOSTER: AYE**

**MOTION PASSES 6-0**

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to approve Policy #P9051, Duties of the Vice Chair, as submitted.

**CHAIRWOMAN ONOFRIO: AYE**  
**VICE-CHAIR MISCIO: AYE**  
**SECRETARY MCMAHON: AYE**  
**ED CORRADINO: AYE**  
**ANTHONY FERRAILOLO: AYE**  
**LOU PATERNOSTER: AYE**

**MOTION PASSES 6-0**

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to approve Policy #P9071, Committees, as submitted.

**CHAIRWOMAN ONOFRIO: AYE**  
**VICE-CHAIR MISCIO: AYE**  
**SECRETARY MCMAHON: AYE**  
**ED CORRADINO: AYE**  
**ANTHONY FERRAILOLO: AYE**  
**LOU PATERNOSTER: AYE**

**MOTION PASSES 6-0**

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to approve Policy #P9130, Construction and Posting of the Agenda, as submitted.

Lou Paternoster asked if the Board Agenda was posted on the Board website and if ConnectEd could be used to let parents know if Board meeting times change.

Superintendent Schoonmaker he didn't think 2300 parents would want a ConnectEd message for a Board of Education time change.

Lou Paternoster stated we owe it to the people to let them know if there is a change in time.

Board members thought Policy #9130 should be tabled at this time.

Shannon Miscio withdrew her motion and Dave McMahon withdrew his second.

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to table Policy #P9130 and send it back to the Policy committee for clarification.

**CHAIRWOMAN ONOFRIO: AYE**  
**VICE-CHAIR MISCIO: AYE**  
**SECRETARY MCMAHON: AYE**  
**ED CORRADINO: AYE**  
**ANTHONY FERRAILOLO: AYE**  
**LOU PATERNOSTER: AYE**

**MOTION PASSES 6-0**

The Board formed the following committees:

<b>COMMITTEES</b>			
<b>NEGOTIATIONS</b>	MARCEY ONOFRIO	SHANNON MISCIO	
<b>BUDGET</b>	MARCEY ONOFRIO	SHANNON MISCIO	DAVE MCMAHON
<b>OPERATIONS</b>	DAVID MCMAHON	ED CORRADINO	
<b>CURRICULUM</b>	DAVID MCMAHON	LOU PATERNOSTER	
<b>PENSION</b>	ANTHONY FERRAILOLO	LOU PATERNOSTER	
<b>POLICY</b>	SHANNON MISCIO	DAVID MCMAHON	ED CORRADINO
<b>ACES</b>			
<b>STRATEIC PLANNING</b>	SHANNON MISCIO	ED CORRADINO	
<b>BUILDING COMMITTEE-PPBC</b>	ED CORRADINO	ANHONY FERRAIO	
<b>CALENDAR</b>	MARCEY ONOFRIO		
<b>TRANSPORTATION</b>	MARCEY ONOFRIO	LOU PATERNOSTER	
<b>COMMUNICATION</b>	SHANNON MISCIO	LOU PATERNOSTER	

David McMahon remarked that for the Building Committee we need Town Council approval and then you have to be sworn in.

g. ACES – No report at this time

h. Strategic Planning – No report at this time.

December 15, 2011

- i. Building Committee - Dave McMahon reported that the committee met on Monday, December 12<sup>th</sup> and discussed door issues, future roof work, roof reimbursement and roof drainage.
- j. Transportation/Bus Safety Committee – No report at this time.
- k. Communication – No report at this time.
- l. Calendar - Donald Winnicki and Marcey Onofrio will schedule the next meeting of the Calendar Committee.

**IX. New Business**

There was no new business at this time.

**MOTION:** Moved by Dave McMahon and seconded by Shannon Miscio to adjourn to Executive Session at 8:55 p.m. for:

- a. Discussion of Administrators contract.
- b. Discussion of legal opinion of Board By-laws.
- c. Discussion regarding North Branford Intermediate School Assistant Principal

<b>CHAIRWOMAN ONOFRIO:</b>	<b>AYE</b>
<b>VICE-CHAIR MISCIO:</b>	<b>AYE</b>
<b>SECRETARY MCMAHON:</b>	<b>AYE</b>
<b>ED CORRADINO:</b>	<b>AYE</b>
<b>ANTHONY FERRAILOLO:</b>	<b>AYE</b>
<b>LOU PATERNOSTER:</b>	<b>AYE</b>

**MOTION PASSES 6-0**

**MOTION:** Moved by Dave McMahon and seconded by Lou Paternoster to reconvene to Public session at 9:39 p.m.

**ALL VOTED AYE**

December 15, 2011

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to approve an unpaid leave for Christine Imperato, Assistant Principal of NBIS, from the end of her Family Medical Leave through February 2013, with full health insurance premiums to be paid by the employee.

**ALL VOTED AYE**

**X. Visitors and Press**

No comments at this time

**XI. The next regular Board of Education meeting is scheduled for Thursday, January 19, 2012.**

**XII. Adjournment**

**MOTION:** Moved by Shannon Miscio and seconded by Dave McMahon to adjourn this meeting of the North Branford Board of Education at 9:40 p.m.

**ALL VOTED AYE**

Respectfully submitted,

Sherry Ardine  
Account Clerk