

NORTH BRANFORD BOARD OF EDUCATION MEETING

JUNE 11, 2009

The North Branford Board of Education called the Public Meeting to order at 7:05 pm in the Library Media Center at Totoket Valley Elementary School on Thursday, June 11, 2009.

The following members were in attendance:

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

Superintendent of Schools: Scott Schoonmaker

I. Salute to the Flag

II. Visitors

Director of Business/Personnel:	Donald Winnicki
Supervisor of Buildings/Grounds:	William Choti
Director of Curriculum/Instruction:	Joan Follo
Director of Special Services:	Suzanne Wright
Principals:	Michele Saulis, NBHS Alan Davis, NBIS Dr. Kris Lindsay, TVES Shawn Parkhurst, JHS

Marian O'Shea	Toni Cohrs
Linda Pedersen	Gary Pedersen
Patti Augur	Larry Augur
Joanne Petonito	John Sgueglia, Sr.
Frances Sgueglia	John Sgueglia, Jr.
David McMahon	Kim Neubig
Joanne Wentworth	Tammy Mockus
Cliff Potter	Joe Tenczar

III. Student Representative – No Report

IV. Consent Agenda

MOTION: Moved by Marcey Onofrio and seconded by Nancy Lappie to amend the Consent Agenda to add the recommendation to appoint Ralph Shaw to the position of North Branford High School hockey coach beginning in the 2009-2010 winter season.

CHAIRWOMAN PRUNIER
VICE-CHAIR ONOFRIO

AYE
AYE

**SECRETARY LAPPIE
JOHN BOZZUTO, JR.
CHRIS MANNA
BONNIE SYMANSKY**

**AYE
AYE
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AYE**

Motion Carried 6-0

a. Minutes

Minutes of the May 21, 2009 Special Board of Education Meeting.

Minutes of the May 21, 2009 Board of Education meeting.

b. Resignations

The Superintendent has received a retirement resignation from Mrs. Patricia Mulrain, Social Worker at Stanley T. Williams Elementary School, effective November 1, 2009. Mrs. Mulrain has served the students and families of North Branford for more than seventeen years.

- c. Appointments - None at this time.
- d. Leaves – None at this time.
- e. Donations

The Superintendent has received a request from Michele Saulis, Principal of North Branford High School to accept a donation from the North Branford Athletic Booster Club in the amount of \$5,000. These funds will be used towards the completion of a weight lifting room/health and fitness center in the auxiliary gymnasium.

f. Field Trips – None at this time.

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

**CHAIRWOMAN PRUNIER
VICE-CHAIR ONOFRIO
SECRETARY LAPPIE
JOHN BOZZUTO, JR.
CHRIS MANNA
BONNIE SYMANSKY**

**AYE
AYE
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AYE**

Motion Carried 6-0

V. Superintendent's Report

a. Recognition

Class of 2009 - Representatives

The following students will play a major role in the graduation exercises scheduled for Wednesday, June 24, 2009, at 6:30 p.m. on the Stadium Field. The Class of 2009 Valedictorian is Emma Missett, Salutatorian is Robert Mercier and Class Essayist is Ariana Acquarulo. A

brief biography was provided for the Board's information. Congratulations to these outstanding students!

Retirees

A reception was held in the TVES cafeteria prior to the Board meeting to honor the retirees listed below. Board Chair Prunier and Superintendent Schoonmaker presented each retiree with a proclamation from the Board of Education and a bouquet of flowers.

Frances Sgueglia
Joanne Petonito

Linda Pedersen
Toni Cohrs

Patti Augur
Philomena Troiano (not present)

- b. Communications - None at this time.

Board of Education Briefs from each school are attached for Board review.

- 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 for the 2009/2010 school year. 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 Marcey Onofrio and seconded by John Bozzuto, Jr. to approve that authority be granted to the Superintendent to hire certified personnel through the summer until the September 17, 2009 Board meeting.

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

Motion Carried 6-0

- d. ACES – Educational Center for the Arts

Superintendent Schoonmaker reported that he has received a letter from ACES regarding six students that have been accepted into the Educational Center for the Arts. All students had to apply and there was a waiting list to get in. Everyone has been accepted into the program. It has been the Board's practice to pay 50% of the tuition for these students. Transportation is the responsibility of parents. The total tuition rate for each student is \$8,366.00 for the 2009/2010 school year. The State of Connecticut offsets this amount with a grant leaving a balance of \$3,413.00 per student. This remaining cost is shared equally with parents – leaving a per student share to the Board of Education of \$1,706.50.

John Bozzuto, Jr. asked how transportation for this program differed from other students attending school outside the district. Don Winnicki stated this is an enrichment program and therefore does not follow the same guidelines.

Discussion was held regarding the type of art students were studying. It was reported that they study classes such as dance, music, and fine arts. The students do not finish classes until 4 pm each day. Transportation is not mandated but the Board has provided transportation to the school and it is the parents responsibility to pick them up.

MOTION: Moved by Bonnie Symansky and seconded by John Bozzuto, Jr. to approve six students from North Branford Public Schools attending the ACES Educational Center for the Arts for the 2009-2010 school year at the rate of \$1,706.50 per student.

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

Motion Carried 6-0

e. 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. Superintendent Schoonmaker reported that more than 90% of the Class of 2009 will be going on to further education. The list of colleges students attend does change from year to year.

Board Chair Prunier asked Michele Saulis if the economy had an effect on the number of students attending college this year. Michele reported that the number of students going to four year colleges is down slightly and the number attending two year programs has increased slightly.

Discussion has held regarding the number of AP classes offered at NBHS. Several years ago it was only three and now we offer 13. Students need these classes to be able to compete with students around the country for acceptance into the very competitive colleges. Superintendent Schoonmaker thanked the guidance department for all of their hard work in helping our students through the application process.

f. Curriculum Management Cycle

The North Branford Public School system employs a flexible five-phase process for managing curriculum. This cycle allows the school district to maximize its use of personnel and to plan accordingly for both needed human and other resources. The cycle is flexible in that either the development or implementation phases may be expanded depending on need. Each of the five-phases has specific work that must be accomplished and a product produced for Board review or adoption (Development Phase). The five phases of the CMC include: Review, Development, Implementation 1, Implementation 2, and Evaluation.

As part of the Curriculum Management Cycle (CMC) the following end-of-the-year summative reports were distributed for review:

Family & Consumer Science 9-12: Implementation II Report.

Business & Finance 6-12: Evaluation Report.

Social Studies 6-12: Evaluation Report. Presented by Brian Bodner during the BOE Curriculum sub-committee meeting held prior to the BOE meeting.

Science 6-12 : Revised Curriculum Guide (Development Phase), A list of “What’s new in the “New” Science Curriculum Guide was distributed to the Board. Presented by Tammy Mockus during the BOE Curriculum sub-committee meeting held prior to the BOE meeting.

Joan Follo reported that the district is looking to design our curricular areas to be user friendly, contain common assessments, and be usable in the sense that pacing guides are developed so anyone will be able to see what should be taught when during the month, semester or trimester. Joan also highlighted changes that have taken place or will be happening next year in Family & Consumer Science 9 – 12, Business & Finance 6 – 12, Social Studies 6 – 12, and Science 6 – 12. She also reported that the website has been redesigned and parents can find curricular content by going to the school website and clicking on the content area.

Joan Follo asked the Board if they could vote to adopt the revised curriculum for Science 6 – 12 so purchases can be made over the summer to have things in place for the 09-10 school year. A detailed report was presented to the Board sub-committee (Bonnie Symansky and Nancy Lappie) and there is a summary page in the revised curriculum. Bonnie Symansky reported she was very impressed with the work the committee has presented and would recommend adoption of the revised curriculum. Chris Manna asked about the choices of classes students had as they advanced through school. Tammy Mockus explained the different courses and when they can be taken and how it corresponds to the state framework. Questions were asked about professional development for the department and if there is money in the budget to support this new curriculum. Joan Follo reported the funding is in the budget and professional development is on-going.

MOTION: Moved by Bonnie Symansky and seconded by Nancy Lappie to adopt the revised 6-12 Science Curriculum as submitted.

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

Motion Carried 6-0

g. NBHS Exchange Student

Superintendent Schoonmaker has received information from Principal Michele Saulis that North Branford High School will be accepting an exchange student from India for the 2009/2010 school year. The student comes to North Branford through a Rotary Youth Exchange Program. This program is a strong asset to the community and has brought many fine student visitors over

the years. Michele Saulis reported that the Interact Club will start next year with Joe Tenzcar as the advisor.

h. Summer of 2009

The 2009 North Branford Summer Camp Program has experienced heavy, late registrations. It was reported that there are 379 students enrolled in the "Do You Believe in Magic?" summer camp. A camp orientation meeting is scheduled for June 16, 2009 for all staff members. Camp begins on Monday, June 29, 2009. Don Winnicki reported that registration levels are about the same level as last year at this time but they do expect total enrollment to be a little less than last year due to the economy.

i. 403b

Don Winnicki, Director of Personnel and Business discussed the new regulations governing 403b plans as highlighted in the memo enclosed in the board packet. The retirement plan adoption agreement, developed by Omni Financial Services, a third party administrator recommended by Connecticut Association of School Business Officials (CASBO), now requires Board approval. The document has been reviewed by an attorney.

MOTION: Moved by John Bozzuto, Jr. and seconded by Bonnie Symansky to authorize Don Winnicki, Director of Personnel and Business to execute an adoption agreement for the 403(b) retirement plan with Omni Financial Services.

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

Motion Carried 6-0

j. 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.

Superintendent Schoonmaker 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. He thanked all of the administrators for their time and effort in completing this very time consuming task. It is an enormous undertaking especially at the elementary level as there are no assistant principals. It is expected that this will be completed on or about June 30th, 2009.

k. 2009/2010 Board of Education Budget Reductions

The Budget Subcommittee met on June 2, 2009 and discussed a scenario that would include the retirement of one certified staff member, one secretarial retirement resignation and the

consolidation of a part time special education position. This coupled with Title 1 monies, Tech Universal Service Fund and an OPM fuel grant will equate to \$243,932,000 in budget reductions. The balance will need to be taken from a larger FRC contribution or additional teacher turnover.

Superintendent Schoonmaker distributed a proposal from the Budget Subcommittee detailing where the cuts would be made to arrive at the \$300,000.00 reduction. He discussed how these cuts came about.

Board Chair Prunier asked about the anticipated enrollment in FRC for 2009/10 and the estimate of how much money this program would make. Don Winnicki stated there would be approximately \$70,000 to \$80,000 revenue but that includes a \$100,000 grant from the state which is currently in jeopardy of being eliminated in the state budget. If the state grant is cut, the Board would have to cover some expenses by dipping into the FRC account. There was a discussion about possibly waiting to see if there would be any teacher retirements before June 30, 2009 that would save enough money not to have to take the additional \$56,068 from FRC. John Bozzuto, Jr. stated that the proposal presented was the best option discussed at the subcommittee level. This proposal keeps the current staffing level the same and does not increase class size. Superintendent Schoonmaker stated other options considered reduced time for specialists (art, music, etc) at the elementary level and also looking at kindergarten enrollment. Current enrollment for kindergarten is at 4 sections at 15/16 at each school and the budget was for 4 sections at 20. Shawn Parkhurst stated that the specialists are used for RTI when they do not have classes and it would have an impact on services by cutting back on these staff positions. He also stated there would be no direct impact on the art, music, etc. classes.

John Bozzuto, Jr. asked the Board if they were comfortable with taking the additional \$56,068 from FRC. Board Chair Prunier and Marcey Onofrio stated they did not like the idea of dipping into these funds again especially with the uncertainty of state funding. The Board asked how much money was currently in the FRC account. Superintendent Schoonmaker stated they had a healthy balance and it was in excess of \$700,000. Don Winnicki reminded the Board the \$100,000 used as a budget reduction already had not been deducted from the figure given by the superintendent.

John Bozzuto, Jr. asked if the \$29,000 fuel grant money the Board is giving back to the town this year will be come back to the Board by the Town. Don Winnicki stated not at this time. Board Chair Prunier asked if they had an estimate on how much the Board would be giving back to the Town due to the conservative spending the administrators have been asked to do in the last several months. Superintendent Schoonmaker said it was too soon to tell but it would be a substantial amount. A discussion occurred regarding pre-buying for next year.

MOTION: Moved by John Bozzuto, Jr. and seconded by Bonnie Symansky to approve the budget reductions recommended by the Budget Subcommittee, allowing the Superintendent to use up to \$56,068 of additional FRC funds to achieve the required \$300,000 total reduction.

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

Motion Carried 4-2

VI. Committee Reports

a. Negotiations

The Director of Personnel and Business, Donald Winnicki, has a three-year contract with a roll-over provision. Mr. Winnicki's current contract runs through June 30, 2011. It is recommended that an additional year be added with a new ending contract date of June 20, 2012 making this a full three year contract.

A motion was made by Marcey Onofrio and seconded by Nancy Lappie to approve a one-year extension making the contract of Mr. Donald Winnicki from July 1, 2009 through June 30, 2012. This motion was rescinded after discussion by the Board regarding lack of information due to no executive session being held before tonight's meeting. This item was tabled to the July meeting.

b. Budget

A copy of the June 1 financial statement was given to the Board for review.

c. Operations

The Buildings and Grounds Subcommittee met on June 2, 2009 and reviewed a schedule of custodial/maintenance projects for the Summer of 2009. Chris Manna stated there will be many projects going on during the summer as outlined in the Board packet. There will also be some security work going on at the schools using Homeland Security funds. Don Winnicki stated this work includes improving door locking mechanisms, replacing doors, and other security projects. Superintendent Schoonmaker thanked Bill Choti, Fran Merola and the Public Works crew for all of their assistance in moving these projects along. He also stated additional security measures will be employee badges and a buzzer system for entrance into the school buildings. The crisis manual will also be updated over the summer.

Bonnie Symansky questioned the issue of the floor tile problem at Jerome Harrison. Don Winnicki stated there is substantial tile work to be done and the only good thing is there is no asbestos in the tile so there will be no additional cost for abatement. Bill Choti stated there is approximately 21,000 sq. ft. of tile that needs replacement. There is no warranty left on this work due to the building being over 10 years old.

A memo from Kim Neubig, Supervisor of Fiscal & Support Services, to Don Winnicki, Director of Personnel and Business, was attached summarizing the results of the bid opening for RFP-04-2009 – Gym Floor Replacement at North Branford High School. It is the recommendation of Don Winnicki and Bill Choti, Supervisor of Operations, to award this bid to Class A Floors.

MOTION: Moved by Nancy Lappie and seconded by Marcey Onofrio to approve bid #RFP-04-2009-Gym Floor Replacement at North Branford High School, low bidder, in the amount of \$8,970.00.

CHAIRWOMAN PRUNIER	AYE
VICE-CHAIR ONOFRIO	AYE
SECRETARY LAPPIE	AYE
JOHN BOZZUTO, JR.	AYE

CHRIS MANNA
BONNIE SYMANSKY

AYE
AYE

Motion Carried 6-0

A memo from Don Winnicki, Director of Personnel and Business, regarding the high school lighting project financing change was attached. U.I. is now only able to offer their customers a significantly lower amount of financing. Don Winnicki explained what effect this change would be to the project. Superintendent Schoonmaker stated that the payback period only changes from 2.4 years to 2.6 years and he feels this is not enough to warrant delaying the job. This job would replace over 1200 lighting fixtures at NBHS.

MOTION: Moved by John Bozzuto, Jr. and seconded by Nancy Lappie to authorize the Superintendent to execute a financing agreement through D & M Manson Electric for \$35,000 if 0% financing is not available through UI when the funds are needed for completion of this Energy Opportunity project.

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

Motion Carried 6-0

- d. Curriculum – No Report
- e. Pension – No Report
- f. Policy

Policy #P1185 – School Transportation Privileges and Conduct was presented for a first read. There are no changes from the current policy and it meets all state requirements.

The superintendent asked to waive the Board policy which requires a first and second read of a policy prior to its motion to approve. This would apply only to Policy #P1125 due to the fact that administration will be publishing school handbooks over the summer.

MOTION: Moved by Bonnie Symansky and seconded by John Bozzuto, Jr. to waive the Board Policy of requiring a first and second read of policy #P1125 prior to approval.

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

Motion Carried 6-0

MOTION: Moved by Bonnie Symansky and seconded by Nancy Lappie to approve Policy #P1125 – Prohibition of Alcohol, Illicit Drugs and Tobacco as submitted.

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

Motion Carried 6-0

Policy P#4150 was presented at the February 12, 2009 meeting for a first read and was inadvertently skipped for a second read at the March meeting. It is presented tonight for a second read and approval.

MOTION: Moved by Bonnie Symansky and seconded by Nancy Lappie to approve Policy #P4150 – Administrative Discretion in Absence of Board of Education Policy as submitted.

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

Motion Carried 6-0

g. ACES

Nancy Lappie reported this was the last meeting for the year. Wintergreen Interdistrict Magnet School is now in partnership with Meriden and there are 50 seats available to Meriden students. Over 300 students applied to fill these seats.

- h. Strategic Planning – No Report
- i. Building Committee

Bonnie Symansky reported that lockers have been delivered, science labs are going forward, painting, taping, and many other projects are on track. Administrative offices, grade 7, and grade 8 must be packed up and ready to vacate at the end of school so renovations can start in that part of the building.

- j. Calendar Committee – No Report
- k. Transportation/Bus Safety Committee – No Report
- l. Communication – No Report

VII. New Business

Marcey Onofrio thanked Superintendent Schoonmaker, Michele Saulis, the Crisis Team, and everyone involved in helping the school community deal with the recent tragic death of one of our students.

VIII. Visitors and Press

Nancy Lappie reported on a recent phone call from Eliza Holcolm from CABA.

Cliff Potter thanked the Board for their candid discussion about the budget. He also complimented the community and school district on the handling of the death of one of the high school students. He also asked what a kindle is and if it was something the school would be looking in to. The superintendent explained that a kindle is like an electronic book that can hold thousands of different titles. The district has three on order for next year to try.

Joanne Wentworth also complimented the school system in the handling of the death of one the students.

Joe Tenzcar asked the Board if they would consider an Early Retirement Incentive for the teachers. Madison did it several years ago (he is a product of it) and there is potential for great savings. Don Winnicki explained a variety of these plans.

Rose Angeloni, president of the NB Booster Club, presented Superintendent Schoonmaker a check for \$5,000 for the new health/wellness center at NBHS. She also stated the Booster Club has donated over \$6,300 for a variety of equipment, letter jackets, championship t-shirts, Project Graduation, and the scholarship association for the 2008/09 school year. She thanked everyone who supported the Booster Club especially the Life Skills/Best Buddies program at NBHS for running the inside nest four days a week. This has been a valuable learning experience for the kids while also providing a service for the students.

**IX. The next regular Board of Education meeting is scheduled for
July 16, 2009 at Totoket Valley Elementary School.**

X. Adjournment

MOTION: Moved by Chairwoman Prunier and seconded by Marcey Onofrio to adjourn the meeting at 8:55 pm.

ALL VOTED AYE

Respectfully Submitted,

**Rose Angeloni
Interim Board Secretary**