

**NORTH BRANFORD BOARD OF EDUCATION  
Special Meeting  
August 19, 2010**

The North Branford Board of Education met on Thursday, August 19, 2010 at 6:04 p.m. in the Board of Education room at Stanley T. Williams School. The following members attended:

<b>Board Chair:</b>	<b>Marcey Onofrio</b>
<b>Board Vice-Chair</b>	<b>Shannon Miscio</b>
<b>Board Secretary:</b>	<b>David McMahan</b>
<b>Board Member:</b>	<b>Dr. Christopher Manna</b>

**Superintendent of Schools:** **Scott Schoonmaker**

**Absent:** **Nancy Lappie**  
**Deborah Prunier**

**MOTION:** Moved by Marcey Onofrio and seconded by Shannon Miscio 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.

**ALL VOTED AYE**

**MOTION:** Moved by Marcey Onofrio and seconded by Shannon Miscio to reconvene to public session at 7:00 p.m.

**ALL VOTED AYE**

**I. Visitors**

Director of Business / Personnel:	Donald Winnicki
Director of Curriculum / Instruction:	Sara Querfeld
Supervisor of Operations:	William Choti
Principals:	Michel Saulis, NBHS Alan Davis, NBIS Dr. Kris Lindsay, TVES Shawn Parkhurst, JHS

Carter Welch  
Jennifer Carroll  
Dolina Potter  
Kristyn Narracci

Brandi Little  
Theresa Frandsen  
Cliff Potter  
Joanne Wentworth

Gina Cosgrove  
Lisa Marcarelli  
Toni Sagnella

Dr. Christopher Manna announced that Nancy Lappie has resigned her appointment to the North Branford Board of Education as Ms Lappie has moved to West Virginia.

Superintendent Schoonmaker remarked that Nancy Lappie will be missed by everyone as she truly served the Board of Education with compassion, always with our students in mind and gave her all. He wished her well in her future endeavors.

## II. Consent Agenda

### a. Minutes

Minutes of the July 15, 2010 Board of Education meeting.

### b. Resignations

The Superintendent has received a resignation from Mr. Brian Bodner, Social Studies teacher and Department Leader at NBHS. Mr. Bodner resignation is effective June 28, 2010. He has been dedicated employee of the North Branford Public Schools for the past eleven years. Mr. Bodner has accepted a position as Assistant Principal of Coginchaug Regional High School in Durham. We wish Mr. Bodner the best wishes in his new administrative role.

### c. Terminations

It is hereby moved that the contract of employment of the following teacher be terminated due to the elimination of their position:

*Alice Chittenden*                      *.8 Art Teacher*                      *Stanley T. Williams School*

d. Appointments - None at this time.

e. Leaves - None at this time.

f. Field Trips – None at this time.

g. Donations – None at this time.

**MOTION:** Moved by David McMahon and seconded by Shannon Miscio 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>CHRISTOPHER MANNA:</b>	<b>AYE</b>

**MOTION PASSED 4-0**

**III. Superintendent’s Report**

a. Recognition

The Superintendent recognized the presence of the new Director of Curriculum and Instruction, Sara Querfeld. Mrs. Querfeld began her role in North Branford officially on August 2, 2010 and this was Sara’s first Board Meeting in her official capacity as Director of Curriculum. He welcomed Sara and presented her with a bouquet of flowers stating she has been working diligently getting everything ready for the new school year.

b. Communications – None at this time.

c. Authority to Hire

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

Katie Cappiello	NBIS Special Education	Masters, Step 1
Amy Maynard	NBHS Special Education	Masters, Step 5
Brent Ramsey	NBIS Health Teacher	Masters, Step 1
Jillian Colonese	TVES School Psychologist	Masters, Step 2

Open Positions

NBHS	Social Studies
NBHS	Physical Education

Superintendent Schoonmaker announced that Stephanie Cangiano was hired for Social Studies at NBHS, at Bachelors, Step 1 and Meaghan Garrity was hired for physical education at NBHS, Bachelors, Step 1, making us fully staffed.

Scott Schoonmaker thanked all administrators for attending all interviews, putting in a lot of time and energy, during their vacations. He mentioned that there were over 200 applications for Social Studies, over 200 for the grade 2 position and 23 for school psychologist.

d. Benchmark Assessments

The 2009-2010 K-5 Benchmark Assessments for Reading and Math showed positive growth over the course of the school year. The principals and Director of Curriculum will be analyzing how closely this progress coincides with our student performance on the Connecticut Mastery Tests. In addition, school improvement plans for each school, based on assessment results, will be included in the September Board Packet for the Board’s review.

Sara Querfeld remarked that all Board members received math benchmark comparisons and StoryTown benchmarks in their packets. She stated that our students are making very good progress. Mrs. Querfeld is meeting with all principals to analyze these results and discuss ways

for individual school improvements and results will be presented to the Board in September.

e. Opening Convocation and Professional Development

The Opening Convocation for the North Branford Public Schools is scheduled for the morning of August 30, 2010. Employees will return to a system-wide breakfast beginning at 8:00 a.m. in the NBIS cafeteria followed by the Opening Convocation in the auditorium at 9:00 a.m. that will include the Teacher of the Year celebration.

Following Opening Convocation on August 30 and for the next two days, August 31 and September 1, teachers will attend a variety of meetings and training sessions. Teachers will also have scheduled time to prepare their classrooms. A district-wide faculty luncheon will be held on September 1, 2010.

f. Summer Learning for Teachers

Over the summer many of our teachers participated in exciting professional development opportunities focused on teaching and learning, gifted education, technology, and positive school climate.

Mrs. Querfeld remarked that gifted and talented coordinators attended Confratute at UCONN for five days this summer, Robert Darragh attended a seminar at the University of Kansas, staff members attended update training at ACES and others attended responsive classroom training in New London and the Apple Institute for Learning in Boston. Suzanne Wright attended the Yale Institute on Autism at Yale New Haven Hospital. Liberty Page attended the Bertino Forensic Science Institute in New York and Jennifer McGrath taught English as a second language in Italy through the TEFOL Institute.

g. New Teacher Orientation

A New Teacher Orientation is scheduled for August 26<sup>th</sup> and 27<sup>th</sup> for the 13 newly hired teachers. All Board of Education members will be receiving invitations to attend the Welcome Breakfast on August 26<sup>th</sup>. This orientation will provide our new hires with information on district policies and procedures; and will give the new teachers an overview of the on-going TEAM program for new teachers based on the new state educator competencies and models.

Sara Querfeld mentioned that the Town Manager and Town Council members have been invited to meet our new teachers.

h. NCLB: Adequate Yearly Progress for 2009-2010 School Year

Sara Querfeld reported that the North Branford School District achieved Adequate Yearly Progress status for the 2009-10 school year. Based on the Connecticut Mastery Test and the Connecticut Academic Performance Test results, the benchmark set by NCLB legislation has been met. It is important to note that while the district has achieved this designation, the sub-groups of students with disabilities and economically disadvantaged students remain a concern. Totoket Valley Elementary School was awarded Safe Harbor status as a result of the improvement made overall, and in each of these two groups. At NBIS a Safe Harbor designation was awarded based on the significant improvement shown in the areas of students with disabilities in math and reading.

Christopher Manna asked if the NCLB would be dismantled as the President stated before the elections.

Sara Querfeld stated that she hasn't seen any action on this at this time.

Superintendent Schoonmaker remarked that our great results are a credit to all of our teachers and administrators.

i. Summer Camp Program

The Summer of '10 was a very successful summer with 420 campers attending camp. This year the camp ran for a total of seven weeks. Attached was a report from Camp Director, Tippi Chupron, detailing the events of the summer.

Superintendent Schoonmaker remarked that we will be looking for a new Camp Director for next summer as Tippi Chupron has accepted a full time position and will be unavailable next year.

Tippi Chupron received many positive comments from parents expressing their gratitude and sense of confidence in the staff. The entire camp staff is looking forward to next summer and the adventures that await all campers.

j. STW Renovations

Superintendent Schoonmaker stated that normally, a project such as the office construction at STW would require bidding of the various components, except for work that is done by our own staff. However, in accordance with R7320, "exceptions to the competitive bidding procedures shall be authorized by the Superintendent". Due to the extremely short window of opportunity for this project, and the absolute requirement that the work be completed in time for Central Office to be relocated and additional work then be done at TVES, the work was done on a time and material basis. The work was done by local contractors who have a history of both good performance and fair pricing. In fact, the most significant work, the installation of HVAC

equipment, was done by the contractor who was indeed the low bidder on our last major HVAC project, installation of the new boiler at the high school last summer.

Also in accordance with R7320, the Superintendent is obligated to "notify the Board of Education of any major emergency purchase that would normally have been subject to competitive bidding". The Superintendent will provide a summary of costs incurred in September.

Scott Schoonmaker remarked that our custodial team is working diligently to get our buildings ready for September 2<sup>nd</sup>. TVES is getting the space left by Central Office ready for their offices for personnel and JHS is extending their playground and parking lot.

Donald Winnicki mentioned that at NBHS work was done in the main office, library and guidance offices with asbestos. The gym floor was recoated, rubberized tile was used in the library and new furniture is in place. Many ceiling panels were replaced and the ceiling grids were painted with all ceiling work being done by our custodians.

The auditorium had work done making space for the communications lab and studio and the scene shop will now house choral music.

At TVES the gym floor was recoated, lighting work was done and the portables were repaired and restored to their original condition. Also, at JHS the gym floor was redone and lighting work was done.

The FRC preschool was moved from NBHS to STW and by using local contractors all rooms and office spaces were done prudently and quickly.

Superintendent Schoonmaker remarked that students will be thrilled with all the new updates. The greenhouse at NBHS is almost completed and students had over 1000 plants into the ground before the end of the school year. They formed watering teams for the summer months and picked their first harvest this week. The fresh vegetables were given to the Community House in Branford, the North Branford Food Banks and the North Branford Senior Center.

Superintendent Schoonmaker announced that a professor from Quinnipiac was donating equipment to the NBHS communications center.

Donald Winnicki remarked that the bus fleet has stayed the same with 23 buses. He stated that there will be a k-2 run, 3-5 run and 6-12 run.

Christopher Manna questioned how many high school students ride the buses.

Superintendent Schoonmaker state ten or twelve and they will be seated in the back of the bus with grades 6-8 in the front of the bus.

Donald Winnicki stated the bus mailers will be mailed to parents next week.

Christopher Manna questioned the price of adding another bus.

Donald Winnicki stated about \$40,000.

Marcey Onofrio questioned if all students received their class information.

Superintendent Schoonmaker stated JHS, NBHS, TVES is already out and NBIS will be on power-school tomorrow.

#### **IV. Committee Reports**

##### a. Negotiations

Donald Winnicki stated that he will have more information on the secretaries' negotiations next week and negotiations for teachers start in October.

##### b. Budget

The Superintendent provided the Board with a copy of the August 1 financial statement. Marcey Onofrio stated the next Budget Committee meeting will be held in September.

##### c. Operations

No report at this time.

##### d. Building Committee

Christopher Manna reported on a new FRC stand alone building at Jerome Harrison School. The building is 40' by 60' and will be paid for out of Family Resource funds. To move the two portables from STW to JHS would be over \$90,000 which makes a stand alone building more feasible. Christopher Manna stated the building would be built with town cooperation. The committee is made up of two Board of Education members, two Town Council members and two Building Committee members. This building will be built in the back of the Jerome Harrison building.

For the time being the FRC program will use one-half of the JHS gymnasium and utilize the cafeteria, library and computer lab.

Superintendent Schoonmaker praised Bill Choti, Supervisor of Operations, for overseeing and managing all summer work in all of our buildings.

##### e. Curriculum

David McMahon remarked that the Curriculum Committee met this evening and discussed the progress made on both the K-5 Benchmarks and the CMT/CAPT scores with regard to the district achieving AYP, and TVES moving to a K-5 Safe Harbor. In addition, preliminary plans were presented which would entail moving to a K-5 benchmark assessment more closely aligned with the Connecticut State Standards.

f. Pension

Donald Winnicki remarked that the Pension Committee met and discussed police department retirements and a cafeteria retirement. He mentioned that changes in investments were discussed.

.g. Policy

The Superintendent provided the Board with the following policy for second reading and approval.

Policy #P7600 – Family Resource Center

**MOTION:** Moved by David McMahon and seconded by Christopher Manna: to approve Policy #P7600 – Family Resource Center 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>CHRISTOPHER MANNA:</b>	<b>AYE</b>

**MOTION PASSED 4-0**

h. ACES

Scott Schoonmaker stated that with the resignation of Nancy Lappie the Board will have to appoint an ACES representative.

**V. New Business**

No new business at this time.

**VI. Visitors and Press**

Cliff Potter questioned what the Stanley T. Williams building would be called as it is no longer a school.

Superintendent Schoonmaker remarked that we will wait to see how the building progresses and what it will become as we plan on sharing the building with the Town.

Theresa Frandsen questioned who would replace Nancy Lappie on the Board of Education and if there would be an election.

Marcey Onofrio stated this matter would be up to the Republican Committee to find a replacement.

Theresa Frandsen questioned when parents would receive their children's CMT scores.

Superintendent Schoonmaker stated we have the district results but have not received individual results from the State at this time.

Theresa Frandsen questioned how the \$400,000 that was saved by closing STW was spent.

Superintendent Schoonmaker remarked that all expenditures went through the Town and a report would be presented at the September Board meeting.

Lisa Marcarelli questioned how bus data was collected and for how long as she has an eleven year old child who will be riding the bus with 16 year olds.

Superintendent Schoonmaker stated much of the data was collected from principals and DATTCO officials. He remarked that most high school students do not ride the bus and we will monitor the buses the same as we do now. He mentioned that riding the bus was a privilege and those who do not obey the rules will not ride the bus.

Joanne Wentworth thanked Superintendent Schoonmaker, Joe Tenczar and the high school students who provided the fresh vegetables to the North Branford Food Bank.

Joe Tenczar remarked that the Food Bank and the Senior Center will be his priority with the next harvest.

Christopher Manna remarked that the North Branford InterAct Club is only a year old and is already a flagship club for the state of Connecticut.

Jennifer Carroll questioned the earliness of the new school times remarking that she works until 4:15 pm. and her son will be home ahead of her with no supervision. She also mentioned that there were no available spots in the FRC program.

Superintendent Schoonmaker stated that he is looking to grow the FRC program so that there will be no waiting list.

**VII. The next regular Board of Education meeting is scheduled for Thursday, September 16, 2010.**

**XIV. Adjournment**

**MOTION:** Moved by David McMahon and seconded by Christopher Manna to adjourn this meeting of the North Branford Board of Education at 8:10 p.m.

**ALL VOTED AYE**

Respectfully submitted,

Sherry Ardine  
Account Clerk