

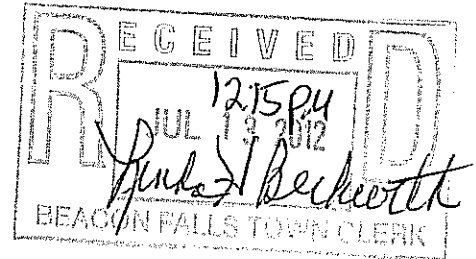
REGIONAL SCHOOL DISTRICT NO. 16
Board of Education Meeting
June 27, 2012

BOARD MEMBERS PRESENT:

Beacon Falls... Priscilla Cretella
 Sheryl Feducia
 William Fredericks
 Wendy Oliveira

Prospect... Donna Cullen
 Robert Hiscox
 Nazih Noujaim
 Robin Wright

EXHIBIT
II

**STAFF MEMBER PRESENT:**

Tim James, Interim Superintendent
 Hugh Potter, Business Manager

I. CALL TO ORDER

The meeting was called to order by Chair Priscilla Cretella at 7:02 p.m. at Long River Middle School, Prospect, CT.

II. PLEDGE OF ALLEGIANCE TO THE FLAG**III. MISSION STATEMENT****IV. RECORD OF MEMBERS PRESENT**

A roll call was taken; a quorum was present.

V. APPROVAL OF MINUTES

Minutes of June 6, 2012, Special Board of Education Meeting (Ex. I)

A MOTION was made by Sheryl Feducia and SECONDED by Robin Wright to approve the June 6, 2012, Special Board of Education Meeting minutes with the following corrections: 1) Correcting the word "take" in Item IV to "taken." 2) Adding in Section XII.B.5, "Facilities and" before Transportation Committee.

ALL IN FAVOR

12-160

VI. TOWN OFFICIAL COMMENT**VII. PUBLIC COMMENT**

Elizabeth Setaro spoke as to her son, who is one of 15 recommended for the Kindergarten Readiness Program that was eliminated. She asked the Board to reconsider reinstating the program.

Beth Bucciferro spoke on behalf of reinstating the Readiness Program. She has two older children in the school system, but one of them has a learning disability. She feels the Readiness Program will help students that are like her son.

Paul Cummings, father of four Region 16 students, one of which benefited from the Readiness Program. He explained retention versus readiness, and that the Readiness Program is proactive and necessary to help children get ready for Kindergarten.

David Bunk, a parent of a child who was recommended and planned on attending the Readiness Program is now left on waiting lists for finding a pre-K program. His child was born three months early and in November and is very upset with the cancellation.

VIII. CORRESPONDENCE

Email correspondence from Marci Norton re Readiness Program.

Email correspondence from Lisa Chiaramonte re Readiness Program.

Letter from State Dept. of Education, Information Technology.

Ms. Feducia said she had two letters to submit regarding the Readiness Program from two parents who could not attend this meeting.

A MOTION was made by Sheryl Feducia and SECONDED by Robin Wright to add as Item #5 to Action Items, "Act on Readiness Program".

ALL IN FAVOR

12-161

IX. DISCUSSION ON 2012-2013 READINESS PROGRAM

Chair Cretella asked to move to Action Item #5 so that parents and children in attendance do not have to stay through the entire meeting.

Robert Hiscox asked what the cost would be if the program were held in one town. Mr. James responded \$250/day or \$45,000 for transportation. Mr. Hiscox is concerned about the way it was handled and the hardships it has caused for children now on waiting lists. Mr. James stated the timing would have been the same. Ms. Cretella stated it was offered and then taken away. She said full-time kindergarten may take up the Readiness Program. Mr. Noujaim suggested the best solution is to reinstate it for this year, and then let the parents know at the interviews what the following year's plans will be. Ms. Feducia said the numbers may not be there for the following year, but this year it was offered and then pulled. She thinks it should be reviewed in the fall for the following year based on enrollment and staff. Mr. Hiscox asked if there is potential for others who will sign up over the summer. Ms. Cretella would like the parents of children who were screened to be called and asked again if they would enroll if it was reinstated. She isn't sure about the following year. Mr. Noujaim would like a written description of the program sent to the children who decided not to enroll to review.

A MOTION was made by Robert Hiscox and SECONDED by Sheryl Feducia to reinstate the Readiness Program in Region 16 for 2012-2013.

ALL IN FAVOR

12-162

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X. TREASURER'S REPORT

Ms. Feducia reported as follows:

Balance in General Fund as of 6/27/12:	\$ 865,177.60
Tonight's bills total:	911,537.54
General Fund:	798,423.07
Special Education Grants:	36,179.70
Adult Education:	3,366.12
Federal and State Grants:	1,382.40
Athletic Fund:	1,919.85
Construction Bills:	70,266.40

XI. EXEMPLARY PEOPLE AND PROGRAMS

A MOTION was made by Sheryl Feducia and SECONDED by Wendy Oliveira to add as Item #6 under Action Items, the resignation of Robert Gelzheiser, History teacher at WRHS. **ALL IN FAVOR** 12-163

A MOTION was made by Sheryl Feducia and SECONDED by William Fredericks to add as Item #7 under Action Items, request to move two sums of money into the Reserve Fund for Capital Projects and Retirement of Long-term Debt account. **ALL IN FAVOR** 12-164

XII. REPORT OF SUPERINTENDENT**A. Superintendent's Update.**

1. DM3 presentation (WRHS students)
Tabled.
2. Update revised Teacher Evaluation and Professional Growth Plan (Patrick Flynn)
Mr. Patrick Flynn, Executive Director of ReVision, has been working with teachers and administrators on professional growth and Common Core State Standards. He distributed *Region 16 Update June 27, 2012 Board of Education Meeting*. It detailed what has been completed and what are the next steps. Ms. Cullen asked what the next steps are for the staff. Mr. Flynn responded that staff should give feedback in order to hold the staff accountable and to grow within the framework of the program. He said the next phase for administrators after decision of the rubric is to understand needs, how that will influence coaching, dialog, and observations. He works with them so they are prepared to begin on the following year. Ms. Cullen asked if there are tools which define the type of administrators they are dealing with. Mr. Flynn said they do have those tools. Mr. James feels the district will be much stronger once this is completed.

Moved to Item 4, Energy Education Presentation (taken out of order).

4. Energy Education Presentation (Mike Magas)
Mr. Mike Magas gave a PowerPoint presentation on the status of the energy program. He was joined by Mike Delberti from EnergyEd. He looked at a year of energy savings and came up with conclusions based on data and reports. Mr. Delberti said the software inputs are reviewed by EnergyEd. Overall \$160,051 was saved or 17%.

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He said the ultimate goal is over 20%. The largest saved is electricity, then fuel oil and natural gas. Water has been increasing due to an issue at WRHS. Only one pump was previously working and now the correct number of three pumps are working. The baseline was compared to an abnormal year when the pumps were not working properly. Mr. Delberti said that the baseline of the previous year was for a stronger winter, and then to a milder winter this past year. Mr. Potter asked them to explain to the Board what the conversion to natural gas from heating oil saved that was suggested by Dave Langdon. Mr. Flynn explained the strategy is to give the heating oil a BTU of energy and then assign it to units of measurement. They have partnered with Energy Star to communicate with EPA and compare to other schools. Energy Ed's goal is to make all the buildings Energy Star buildings which are the top 25% in the country. Explained short-term goals to increase communications, finalize and distribute updated Policy & Guidelines, increase attendance at National Training Conference (NTC), and install new EMS (Energy Management Systems) at WRHS and LRMS. They can still realize energy savings in the future. Ms. Feducia mentioned special events at the schools and organizing the calendar as well as communicating with the community about savings when they use the buildings. Mr. James said instructions can go on the forms that are filled out to use a building. Mr. James communicated with EnergyEd and relayed Board frustration of budget amounts and communications. He received a letter today from EnergyEd waiving two months' of fees saving approximately \$20,000. He appreciates the communication he's had over the past two months. Mr. Delbert said he could become the lead person for the company.

3. 2012 Summer Curriculum Work

Mr. James has added detail in the Board packet which he said is indicative what the staff performs over the summer. Ms. Cullen would like to hear a summation at the end of the summer.

B. Action Items

1. Act on approval of landscaping bid(s) for 2012-2013.

Mr. Potter said bids from four companies were opened on 6/26/12 at 3 p.m. References were checked. He said that a ride-on mower is being requested tonight which will eliminate costs for the Prospect schools. One of the companies, Chris's Landscaping, was not represented at the walk-thru but was given the information following it. Mr. James asked if the RFP stated bidders must be present at the walk-thrus. Mr. Potter will check on that. The lowest bidder was Chris's Landscaping. Mr. James suggested the Board not take action at this time until the RFP is reviewed and possibly do a re-bid. Ms. Cretella's concern is that the current contract is up. Mr. Potter said they have moved the ball fields and grounds care into one contract when they have always been two separate contracts. Mr. James said the current arrangement of landscaping will be extended if no decision is made by June 30. Ms. Cretella would like to meet on Friday to discuss. Mr. James will contact legal counsel also.

2. Act on hire of teacher at Laurel Ledge School for 2012-2013.

Mr. James stated the position was first offered to someone who ended up taking a full time position, then Chelsea DiProspero was recommended.

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A MOTION was made by Sheryl Feducia and SECONDED by to Robert Hiscox to approve the hiring of Chelsea DiProspero for 2012-2013 as a .5 FTE Kindergarten teacher at Laurel Ledge Elementary School at MA, Step 1, \$23,358.

ALL IN FAVOR

12-165

3. Accept teacher's letter of resignation effective 6/30/12. (J. Lipinsky)
Mr. James said there is a letter in the file effective the end of 2011-2012 school year.

A MOTION was made by Sheryl Feducia and SECONDED by Nazih Noujaim to accept the resignation of Jennifer Lipinsky, Music teacher at Long River Middle School effective June 30, 2012. **ALL IN FAVOR**

12-166

4. Act on adoption of revised job description for the position of Business Manager.
Mr. James said that the job description was not previously approved by the Board. He drafted an up-to-date description for approval.

A MOTION was made by Robert Hiscox and SECONDED by Donna Cullen to approve the Job Description of Business Administrator as presented with clarification of "non-certified." **ALL IN FAVOR**

12-167

5. Act on Readiness Program.

Action taken previously in meeting – see Motion # 12-162.

6. Act on resignation of Robert Gelzheiser, History teacher at WRHS.

A MOTION was made by William Fredericks and SECONDED by Donna Cullen to accept the resignation of Robert Gelzheiser with deep regret. Ms. Feducia stated that he was the most influential History teacher at the high school.

ALL IN FAVOR

12-168

7. Act on moving two sums of money totaling \$176,044 into the Reserve Fund for Capital Projects and Retirement of Long-term Debt account.

A MOTION was made by Sheryl Feducia and SECONDED by William Fredericks to move \$176,044 into the Reserve Fund for Capital Projects and Retirement of Long-term Debt account. **ALL IN FAVOR**

12-169

A MOTION was made by Sheryl Feducia and SECONDED by Wendy Oliveira to add as Item #8 under Action Items, to authorize the Superintendent to do any necessary (certified) hiring in the next two months and accept any resignations for current positions. **ALL IN FAVOR**

12-170

8. Authorization for Superintendent to do any necessary hirings in the next two months and accept resignations for current positions.

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A MOTION was made by Sheryl Feducia and SECONDED by Donna Cullen to authorize the Superintendent to do any necessary hiring for certified staff in the next two months and accept any resignations for current positions.

ALL IN FAVOR

12-171

C. Business Manager's Report

Mr. Potter said there will be a transportation contract proposal at the next Board meeting from All-Star Transportation.

Mr. Potter submitted a document with a projected surplus of \$558,000 based on actual revenues and outstanding purchase orders. Mr. James explained the list of items he is recommending to expend as follows:

- 1) Leaving \$80,000 for utility bills or unanticipated bills;
- 2) Laptop cart updates for a total of \$312,000;
- 3) Purchase of PowerSchool for \$30,000 including training during the school year for a seamless transition. Ms. Cullen stated the Board has not yet approved the PowerSchool project. Mr. Noujaim spoke on behalf of Technology Committee and said that he has no negative comments from staff. He just wants to be sure staff will use it.
- 4) CAD/Graphics Lab Replacement for \$56,000; existing machines are out of warranty.
- 5) Generator Power Study for Long River Middle School for \$10,000.
- 6) Replace lockers with locks at Long River Middle School for \$21,000.
- 7) Partial payment to ReVision Learning Partnership for work completed for \$11,545.
- 8) DDC Control Update at Woodland for \$16,985.

Mr. Potter suggested using the savings from EnergyEd previously mentioned to purchase a new hot water heater for the high school to assist with heating the pool at approximately \$15,000.

- 9) Simplex Grinnell 5-Year Inspection for \$4,000.
- 10) Replace valves for fire system at Long River for \$5,100.
- 11) Purchase lawn mower and push mower to be used by district staff in order to lower landscaping bid for \$5,800 which will cover the Prospect schools. Ms. Cretella asked if this was included in the bids already received. Mr. James responded that it was not which will result in re-bidding the landscaping.
- 12) Purchase "Project Wisdom" – a program for each school done each morning via morning announcements that is intended to assist students in making better decisions and reflecting on decisions made for \$5,000. Mr. Fredericks suggested improvising instead of spending this money.

Mr. Hiscox doesn't feel comfortable spending this money in the last three days of the budget year, and feels that the money should be returned to the towns. Ms. Cretella stated that the state money recently funded was not in the Board's control or knowledge. Mr. Hiscox does not want to spend this money after cutting the budget and staffing. The Board has given money back in the past and it's a goodwill issue.

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He recommends taking out the entire Generator Power Study, reducing the PowerSchool amount by \$10,000, and reducing the Laptop Cart updates. Ms. Feducia asked what was not purchased out of the Technology Budget in this past year's budget. Mr. James would have to look it up. She is recommending purchasing those items not previously purchased. Ms. Oliveira suggested to start at the top of the list and go through each item.

A MOTION was made by Robert Hiscox and SECONDED by Sheryl Feducia to purchase six carts for a total of \$234,000.

IN FAVOR: Bill Fredericks, Bob Hiscox, Donna Cullen, Sheryl Feducia and Nazih Noujaim. **OPPOSED:** Priscilla Cretella, Wendy Oliveira and Robin Wright.
MOTION PASSES **12-172**

On PowerSchool, there was discussion on the amounts and training, and that PowerSchool has not been approved yet by the Board. Mr. Noujaim said that the Technology Committee could recommend the purchase for 2013-2014. Any money approved would be used for training only. No approval taken.

A MOTION was made by Robert Hiscox and SECONDED by William Fredericks to approve the CAD/Graphics Lab Replacement for \$56,500.

ALL IN FAVOR **12-173**

A MOTION was made by Robert Hiscox and SECONDED by Sheryl Feducia to replace all lockers with locks at Long River Middle School for \$21,000.

ALL IN FAVOR **12-174**

A MOTION was made by Wendy Oliveira and SECONDED by Sheryl Feducia to make a partial payment of \$11,545 to ReVision Learning Partnership for work completed. **ALL IN FAVOR** **12-175**

A MOTION was made by Robert Hiscox and SECONDED by Sheryl Feducia to upgrade the DDC Control at Woodland for \$16,985.

ALL IN FAVOR **12-176**

A MOTION was made by Robert Hiscox and SECONDED by Wendy Oliveira to expend \$4,000 toward the Simplex Grinnell 5-Year Inspection.

ALL IN FAVOR **12-177**

A MOTION was made by Robert Hiscox and SECONDED by Nazih Noujaim to replace the valves for fire system at Long River.

ALL IN FAVOR **12-178**

A MOTION was made by Robert Hiscox and SECONDED by Sheryl Feducia to purchase lawn mowing equipment at a cost of \$5,800 to be used by the district staff to substantially lower the landscaping bid.

ALL IN FAVOR

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Ms. Cretella stated that EnergyEd told the Board money would be saved and even with a lean winter, the numbers do not add up. Her concern is that the district is paying \$10,000 per month in payments to EnergyEd and savings have not been realized. Discussion ensued concerning EnergyEd's projections versus expenditures to them.

A MOTION was made by Robert Hiscox and SECONDED by Sheryl Feducia to return the sum of \$103,000 prorated between the two towns to the taxpayers. MOTION was amended to state any additional funds saved through the result of final utility bills will also be returned.

**Vote: Robert Hiscox and William Fredericks in favor; all others opposed.
MOTION FAILED**

A MOTION was made by Robert Hiscox and SECONDED by Sheryl Feducia to allocate reimbursed money up to \$20,000 from EnergyEd to take care of the boiler situation at WRHS for pool heating. **ALL IN FAVOR 12-180**

A MOTION was made by Wendy Oliveira and SECONDED by Sheryl Feducia to allocate \$50,000 to Readers – Writers Workshop. **ALL IN FAVOR 12-181**

A MOTION was made by William Fredericks and SECONDED by Sheryl Feducia to allocate up to \$50,000 toward plumbing maintenance in the region. **ALL IN FAVOR 12-182**

A MOTION was made by Sheryl Feducia and SECONDED by Nazih Noujaim to continue the Board meeting past 10 p.m. **ALL IN FAVOR 12-183**

There was discussion about reviewing the EnergyEd figures in the near future.

D. Old Business

E. New Business

Mr. James said a new date needs to be set for interviewing attorneys. It was agreed on July 9 at LRMS at 6:30 p.m.

There was discussion on attendance, membership, and voting on the Building Committee.

F. Information Items (discussion with possible action)

XIII. **REPORT OF COMMITTEES**

1. Personnel and Negotiations Committee
2. Facilities and Transportation Committee
3. Curriculum Committee
4. Policy Committee
5. Public Communications
6. Technology Committee
7. Recognition Committee

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8. Liaisons
 - a. Schools
 - b. Wellness Committee
 - c. Professional Development Committee
 - d. Prevention Task Force
 - e. Curriculum Council
 - f. Recognition Committee

A MOTION was made by Sheryl Feducia and SECONDED by Wendy Oliveira to adjourn to Executive Session at 10:12 p.m. for the purpose of personnel matters to include Interim Superintendent James.

ALL IN FAVOR

12-184

The Board came out of Executive Session at 10:55 p.m.

XIV. ADJOURNMENT

A MOTION was made by Sheryl Feducia and SECONDED by Wendy Oliveira to adjourn the June 27, 2012, Board of Education meeting at 10:56 p.m.

ALL IN FAVOR

12-185

Wendy Oliveira,

Board Secretary

*These minutes are subject to Board Approval,
Susan Vaill, Board Clerk*

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