

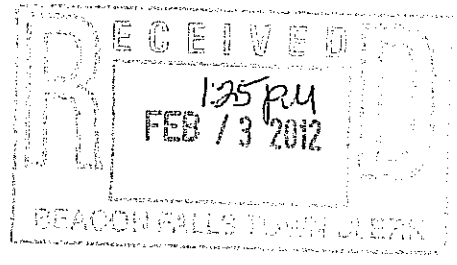
**REGIONAL SCHOOL DISTRICT NO. 16**  
**Board of Education Meeting**  
**January 25, 2012**

**EXHIBIT**  
**I**

**BOARD MEMBERS PRESENT:**

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

*Prospect...* Donna Cullen  
Robert Hiscox  
Nazih Noujaim



**STAFF MEMBER PRESENT:** Tim James, Interim Superintendent  
Hugh Potter, Business Manager

**OTHERS PRESENT:**

**I. CALL TO ORDER**  
The meeting was called to order by Chair Priscilla Cretella at 7:08 p.m. at Long River Middle School, Prospect, CT.

**II. PLEDGE OF ALLEGIANCE TO THE FLAG**

**III. MISSION STATEMENT**

**IV. RECORD OF MEMBERS PRESENT**

**V. APPROVAL OF MINUTES**  
A MOTION was made by Sheryl Feducia and SECONDED by Nazih Noujaim to approve the January 11, 2012, Board of Education Meeting minutes (Ex. I).  
**ALL IN FAVOR** **12-018**

**VI. TOWN OFFICIAL COMMENT**

**VII. PUBLIC COMMENT**

**VIII. CORRESPONDENCE**  
Interim Superintendent James asked to add a letter of resignation to "Action Items".

A MOTION was made by Sheryl Feducia and SECONDED by Wendy Oliveira to add the resignation letter of Michelle Salado to "Action Items."  
**ALL IN FAVOR** **12-019**

**IX. TREASURER'S REPORT**

Ms. Feducia reported as follows:

Balance in General Fund as of 1/25/12:	\$888,797.20
Tonight's bills total:	284,816.63
General Fund:	257,899.38
Special Education Grants:	26,887.25
Adult Education:	0
Federal and State Grants:	30.00
Athletic Fund:	0
Construction Bills:	0

**X. STUDENT REPRESENTATIVE'S REPORT**

No report.

**XI. EXEMPLARY PEOPLE AND PROGRAMS****XII. REPORT OF SUPERINTENDENT****A. Superintendent's Update.****1. CT State Personnel Development Grant (SPDG) – Laurel Ledge School.**

Mr. James explained the PBIS "Positive Behavioral Interventions and Supports" grant awarded to Laurel Ledge School, one of only 20 schools in the state selected. He will be attending a leadership launch for the award on Monday. This is a three-year grant.

**2. Scholastic Art Winners – WRHS. Information is in packets.****3. Building Committee.**

Mr. James reported that work is continuing. The Building Committee is presently contacting schools who have a "platform" (which is not a formal stage, but a step-up platform used like a stage) built at their schools in order to get the pros and cons about this design feature. Mrs. Feducia would like to see the "platform" feature being used at area schools. Memorials and donations are being dealt with to be moved to the new school. Mr. Hiscox reported on the meeting with the gas company. They are looking into the estimates of gas usage which would reduce the cost of gas installation.

*(Some of the next items were discussed out of agenda order.)*

**B. Action Items****1. Second reading of policy 5141.4 *Reporting of Child Abuse*. Robert Hiscox reported that this is in line with new state requirements.**

A MOTION was made by Robert Hiscox and SECONDED by Wendy Oliveira to approve the second reading of policy 5141.4. **ALL IN FAVOR 12-020**

**2. Act on approval of audit for the 2010-2011 school year.**

Mr. James stated Bill Doyle was unavailable this evening and asked to table this matter.

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A MOTION was made by Sheryl Feducia and SECONDED by Robert Hiscox to table the approval of the 2010-2011 audit to the February 8, 2012, Board meeting.  
**ALL IN FAVOR** **12-021**

3. Act on Authorized Signature Change for Child Nutrition Program (ED-099).  
 Mr. James stated approval needed to be made by the Board.

A MOTION was made by Sheryl Feducia and SECONDED by Robert Hiscox to authorize the signature changes for the Child Nutrition Program (per the ED-099).  
**ALL IN FAVOR** **12-022**

4. Letter of resignation from Michelle Salado dated 1/24/12.  
 Mr. James reported that they are looking for a long-term substitute to fill in for Mrs. Salado for the remainder of this school year and have contacted someone who previously applied for the guidance position. This position will be posted in May for 2012-2013 school year.

A MOTION was made by Sheryl Feducia and SECONDED by Nazih Noujaim to accept the resignation of Michelle Salado, School Counselor at Long River Middle School, effective February 24, 2012.  
**ALL IN FAVOR** **12-023**

C. Business Manager's Report

1. Facilities update.

Mr. Potter reported that a small claims writ has been drafted and sent to the attorney for Picarillo Landscaping regarding last year's damages.

Mr. Potter spoke with an adjacent property owner (Falzone) to Laurel Ledge School concerning obtaining a right of way. An appraisal will have to be performed.

Mr. Potter suggested a letter be written to the Carroll family to purchase property behind Laurel Ledge. Mr. James will contact them.

The Laurel Ledge vandalism has been quiet. An engineer from CL&P has met with David Langdon to spot a location for a light pole; installation of wires should be complete next week.

Wendy Oliveira stated that cafeteria tables at Laurel Ledge are being moved by children attending Park & Recreation events. This could cause injury to children; only adults should be moving those tables. Mr. James will draft a letter to the Park & Recreation Dept. expressing this safety concern.

Mr. Noujaim suggested an open house to discuss vandalism with neighbors. Mr. Hiscox suggested a meeting with the students to discuss same. Mr. James will attend the next Board of Selectmen meeting to address the Laurel Ledge vandalism issues.

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## 2. Budget update.

Mr. James has reviewed the timeline and Mr. Potter has revised some of the dates and added in budget workshops. The Board reviewed the dates on the timetable and made the following changes/additions:

**February 22** will be a Budget Workshop from 7:00-8:00 p.m. followed by the regular Board of Education meeting at Long River Middle School.

**February 29** will be a Budget Workshop at Woodland High School at 7:00 p.m.

**March 14** will be Budget Workshop from 7:00-8:00 p.m. followed by the regular Board of Education meeting at Woodland High School.

**March 21** will be a Budget Workshop at 7:00 p.m. at Long River Middle School.

**March 28** will be a Budget Workshop from 7:00-8:00 p.m. followed by the regular Board of Education meeting at Long River Middle School.

**April 11** is the public hearing on the budget at 7:00 p.m. at Long River Middle School.

**May 7** is the Annual District Meeting at 7:00 p.m. at Woodland High School.

D. Old Business

## 1. Phase II of construction project with Turner Construction.

Mr. Potter reported that the contract has been finalized and will be brought to the next Board meeting for approval.

## 2. Five-year capital improvement.

Mr. Potter stated the Facilities and Transportation Committee met prior to this meeting and reviewed the five-year capital improvement plan, making some changes.

E. New Business1. 8<sup>th</sup> & 9<sup>th</sup> Grade Transition, presentation by Jayne Lanphear, Lynn Cox, and Dana Mulligan.

Jayne Lanphear, Principal of Long River Middle School, reported that placement forms are being completed by 5<sup>th</sup> grade staff in preparation of transitioning students to 6<sup>th</sup> grade. In March, parents of 5<sup>th</sup> grade students will receive a transition packet. In April when 8<sup>th</sup> graders are away in D.C., 5<sup>th</sup> graders will visit the middle school. In August, there will be a new 6<sup>th</sup> grade orientation for students and their parents. The first day of school will be a modified day for 6<sup>th</sup> grade to help with their transition.

Lynn Cox, Director of Pupil Services, spoke for Special Education students transitioning. She said there are several meetings between March and May with staff and guidance for smooth transitions and then with the class scheduler.

Dana Mulligan, Assistant Principal at Woodland Regional High School, discussed 8<sup>th</sup> & 9<sup>th</sup> grade transitions. She detailed the following items:

1. Eighth grade parent information night is scheduled for Tuesday, January 31<sup>st</sup>. All department chairs and administrators will be there to talk about the registration process and 9<sup>th</sup> grade offerings. Parent and student tours will begin at 6 p.m.
2. Counselors met with 8<sup>th</sup> graders at Long River on January 24, 2012, to discuss the process and offerings.
3. Peer Counselors will visit the 8<sup>th</sup> graders to discuss the transition from 8<sup>th</sup> to 9<sup>th</sup> grade and unveil their new video "This is Woodland."
4. Eighth graders will visit Woodland in the spring for a tour and a meeting with counselors and administrators.

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5. The school will be open for a week late in the summer after schedules have been mailed home for 9<sup>th</sup> graders to come and walk the building with their schedules.
6. This year, for the first time, Bethany Didato was assigned to be the guidance counselor for 9<sup>th</sup> graders only. She will continue to be the guidance counselor for this grade level to coordinate all their activities and special needs.
7. Each 9<sup>th</sup> grader is assigned to an advisory group with a teacher and will remain with that group for all four years. Advisory assignments are discussed in the spring with the middle school counselors.
8. A peer counselor is assigned to each 9<sup>th</sup> grade advisory to meet with them throughout their 9<sup>th</sup> grade year.
9. Eighth and 9<sup>th</sup> grade subject teachers have met to coordinate curricula, and all 9<sup>th</sup> grade teachers have worked to coordinate expectations.
10. Tutors for 9<sup>th</sup> graders academically at risk were provided.

F. Information Items

G. Enrollment (Ex. II)

Data received in packets.

### XIII. REPORT OF COMMITTEES

Chair Cretella distributed *Bylaws of the Board of Education, Role of Standing Committees*. The Recognition Committee is now officially a Board of Education committee, not a sub-committee. She stated which Board members will serve on each committee. She asked Sheryl Feducia, as chair of Recognition Committee, to develop a calendar.

Ms. Cullen asked that Curriculum Committee meet at 6 p.m. prior to the next Board meeting to discuss the new math courses and their financial impact.

1. Personnel and Negotiations Committee
2. Facilities and Transportation Committee
3. Curriculum Committee
4. Policy Committee
5. Public Communications
6. Technology Committee
7. 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 William Fredericks to go into Executive Session at 8:50 p.m. with the Interim Superintendent and Business Manager to discuss a personnel matter. **ALL IN FAVOR**

The Board came out of Executive Session at 9:15 p.m.

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**XIV. ADJOURNMENT**

A MOTION was made by Sheryl Feducia and SECONDED by Bob Hiscox to adjourn the January 25, 2012, Board of Education meeting at 9:16 p.m.

**ALL IN FAVOR**

**12-025**

Wendy Oliveira,

Board Secretary

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

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