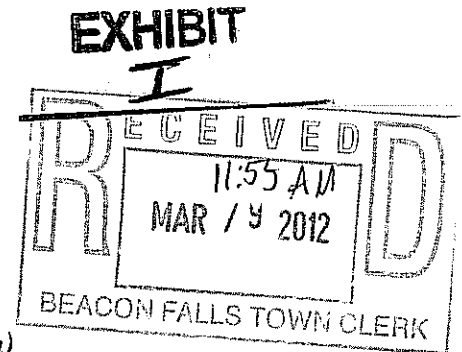


**REGIONAL SCHOOL DISTRICT NO. 16**  
**Board of Education Meeting**  
**February 22, 2012**

**BOARD MEMBERS PRESENT:**

<i>Beacon Falls...</i>	Sheryl Feducia William Fredericks Wendy Oliveira
<i>Prospect...</i>	Robert Hiscox Nazih Noujaim Donna Cullen ( <i>arrived 7:17 pm</i> )



**STAFF MEMBER PRESENT:** Tim James, Interim Superintendent  
Hugh Potter, Business Manager  
David Langdon, Facilities Director

**I. CALL TO ORDER**

The meeting was called to order by Sheryl Feducia at 7:06 p.m. at Long River Middle School, Prospect, CT.

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

Ms. Feducia stated the first hour of the meeting will be dedicated to the budget. Mr. James explained that the following items are drivers of the budget and there is a 3 percent increase over the current year at this time:

Current budget	2011-12:	\$36,768,315.00
Proposed budget	2012-13:	37,881,139.00
	Increase of 3%:	\$ 1,112,824.00

Budgetary Drivers:

Certified Staff Salary Increase:	\$481,721.00	0.43
Transportation:	102,161.00	0.09
Medical Benefit Insurance Increase (3.64%):	107,092.00	0.10
Unemployment Compensation Increase:	58,800.00	0.05
WRI & Property and Liability Insurance:	35,252.00	0.03
Contingency Increase:	50,000.00	0.04
UPSEU – Incremental Retirement Benefit:	103,044.00	0.09
Program Supplies for Readers & Writers Workshop:	60,000.00	0.05
Textbooks SRBI:	30,000.00	0.03
		0.92

Business Manager Hugh Potter detailed the figures and distributed to Board members in hard copy. The Board members suggested that they have the figures prior to the meetings to review in advance.

Mr. David Langdon, Facilities Director, explained the budget items addressing the facilities. He stated that all repairs will now be done 'in-house' instead of hiring outside contractors which will show a future savings.

Board questions:

Robert Hiscox questioned playground equipment maintenance. He asked if Terminex could be eliminated at Laurel Ledge, Algonquin and Community School and go to every other year for inspections or as needed. Mr. Langdon agreed. Mr. Hiscox also inquired about the fuel tank calibrating system. Mr. Langdon responded that it is an alarm system that has never been connected and that EnergyEd has suggested measuring the tanks by hand which can now be done.

Mr. Hiscox doesn't want additional funds spent on Community School and Algonquin unless they are health and safety issues due to the future renovations. Mr. Langdon agreed.

On custodial supplies, Mr. James suggested asking the towns if the district could join in their purchases. Also, Mr. Langdon said Staples is offering custodial supplies and would like to bid. Mr. Hiscox said Staples has a 'points for teachers' system which the district could get credit for.

Ms. Donna Cullen questioned the 'locks' and total number which do not add up. Mr. Potter will review that item.

Mr. Hiscox and Superintendent James suggested going out for bids on heating oil and inquiring with the towns on joining them.

Mr. Langdon wants to purchase a lawn mower for the district and other equipment to do the lawn maintenance on all the properties except Woodland instead of hiring it out which will decrease the budget. There will be no additional staff needed. He also wants to group all the remaining maintenance and bid with one company.

Mr. Potter stated that his charge was to bring in the capital improvement figures under the budget from the current year.

Mr. Hiscox asked if parking fees can go towards the pothole repairs in the parking lots. Mr. Potter will check into that.

Ms. Cullen asked about the Johnson Control budget item. Mr. Langdon stated he used the money budgeted for this year to make repairs. She also asked about the locker frames budgeted for \$5,000. She would like Mr. Langdon to look into that repair, since the lockers will be changed out in the future.

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Mr. Hiscox would like current figures of what was budgeted for this year and what was spent. He would also like to see class size reports and preliminary revenue projections. In planning ahead, he would also like to see the running tally of the net impact on both towns and a follow-up of new budget numbers as they become available.

Tom Galvin from Prospect said he appreciated the detail in the budget. He didn't hear anything about contingencies in the budget tonight but asked the Board to be judicious with the funds.

The budget portion of the meeting ended at 8:30 p.m. *After a short break, the regular meeting business convened at 8:33 p.m.*

**V. APPROVAL OF MINUTES**

A MOTION was made by Wendy Oliveira and SECONDED by William Fredericks to approve the February 8, 2012, Board of Education Meeting minutes (Ex. I).

**ALL IN FAVOR** **12-030**

A MOTION was made by Robert Hiscox and SECONDED by Wendy Oliveira to add an action item as Item 9, 'Unpaid Child Rearing Leave.'

**ALL IN FAVOR** **12-031**

**VI. TOWN OFFICIAL COMMENT**

**VII. PUBLIC COMMENT**

**VIII. CORRESPONDENCE**

**IX. TREASURER'S REPORT**

Ms. Feducia reported as follows:

Balance in General Fund as of 2/22/12:	\$1,492,464.64
Tonight's bills total:	493,944.45
General Fund:	476,260.27
Special Education Grants:	16,581.25
Adult Education:	0
Federal and State Grants:	0
Athletic Fund:	1,102.93
Construction Bills:	0

**X. STUDENT REPRESENTATIVE'S REPORT (Ayah Galal & Caitlyn Sousa)**

Ayah Galal reported as follows:

In Social Studies, the *Preserving Our History* Club will begin filming a "Veteran of the Iraq War" with WRHS Class of 2004 graduate Christopher Shea. The sophomore class is preparing for the 'Writing Across Disciplines' portion of the CAPT.

In English, sophomores are also preparing for CAPTs and freshmen will be taking a practice CAPT on the first day of testing. During April vacation, 17 students from the junior class are taking a trip to see *Death of a Salesman* on Broadway. The WRHS Media Center has

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received an official ESPN desk which will make broadcasting more professional. The department is planning an after-school event, "An English Afternoon," where students will share poetry, prose and other forms of expression followed by a book fair – more details to follow.

In foreign language, the AP students are using Califone headsets to record and save conversations on computer. Materials have also been downloaded to the Schoology website for students to complete listening and speaking. Mrs. Luddy will be training the AP French and Italian teachers also on this program. The goal is to spread this program to all levels of foreign language in the future.

Caitlyn Sousa will share with the Board at the next meeting her video which won an award. The video is being shown on the MTV website.

#### **XI. EXEMPLARY PEOPLE AND PROGRAMS**

Superintendent James recognized Christine Sardinkas who has spear-headed, managed and trained school personnel for the School Dude facilities use electronic program in Region 16.

He also recognized Andrea Einhorn for substituting as Principal at Community School and doing triple duty.

In addition, Mr. James recognized the WRHS Robotics Team for placing second in the CT state tournament and being invited to participate in the New England tournament on March 3<sup>rd</sup>.

Rex Sturdevant, a junior at WRHS, was recognized for being a nominee for the Governor's Scholar Award.

The Long River Middle School PTO, with the assistance of Assistant Principal Kristin Bernier, are hosting a *Minds in Motion* workshop day on March 31, 2012, at LRMS. The sponsor for this event is the Connecticut Association for the Gifted (CAG). There is a registration fee for participating students in grades K-8. Parent and teacher keynote address and workshops are free. Mr. James has sent information out to surrounding towns.

#### **XII. REPORT OF SUPERINTENDENT**

##### **A. Superintendent's Update.**

##### **1. Building Committee.**

Mr. James reported that the Building Committee is proceeding and distributed Building Committee meeting dates through June.

##### **B. Action Items**

##### **1. Act on approval of audit for 2010-2011 school year.**

A MOTION was made by Robert Hiscox and SECONDED by Wendy Oliveira to approve the audit for 2010-2011 school year by Zackin, Zimyeski, Sullivan CPA.

**ALL IN FAVOR**

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2. Act on approval of ReVision proposal re: curriculum planning, evaluations, etc. Superintendent James distributed a detail of the ReVision proposal and explained the same along with the budgeted items totaling \$51,600. He stated that other superintendents are interested in viewing this model.

A MOTION was made by William Fredericks and SECONDED by Nazih Noujaim to approve the ReVision proposal regarding curriculum planning, evaluations, etc.

Mr. Hiscox questioned the impact to professional development and doesn't want to take anything away from the students. Ms. Cullen asked if it would affect teacher evaluations. Mr. James responded that teacher evaluations will be done in spring when more is being done by the state. This program will be using the state as a minimum standard and then putting all components together. He has had very positive responses to this proposal.

The vote was called.

**ALL IN FAVOR**

**12-033**

3. Act on approval of Traffic Study.

Mr. Potter stated Attorney Hess is adding cross-indemnification language to the contract subject for final attorney review, and he feels comfortable advising the Building Committee to move forward.

A MOTION was made by Robert Hiscox and SECONDED by Nazih Noujaim to approve the professional traffic engineering services of Frederick P. Clarke Associates, Inc. as stated above at an amount not to exceed \$15,800.

Mr. Noujaim stated the district has to perform the traffic study, not the state.

**ALL IN FAVOR**

**12-034**

4. Act on approval of Geotechnical Report.

A MOTION was made by Robert Hiscox and SECONDED by Nazih Noujaim to approve Dr. Clarence Welti, P.E., P.C. Geotechnical Engineering for professional geotechnical engineering services at an amount not to exceed \$27,000.

**ALL IN FAVOR**

**12-035**

5. Act on approval of Land Survey.

A MOTION was made by Robert Hiscox and SECONDED by Nazih Noujaim to approve Pereira Engineering, LLC for professional land surveying services at an amount not to exceed \$56,600, including the pre- and post-survey requirements.

**ALL IN FAVOR**

**12-036**

6. First reading of policy/regulation 5131.6 *Drugs and Alcohol/Tobacco*.

Mr. Hiscox stated that the policy includes references to the use of screening devices and brings it into line with current recommendations and statutes.

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A MOTION was made by Robert Hiscox and SECONDED by Wendy Oliveira to approve the first reading of Policy/Regulation 5131.6.

Ms. Cullen questioned the language and Mr. James responded that law enforcement must be notified in these matters.

The vote was called.

**ALL IN FAVOR**

**12-037**

7. First reading of policy 5145.124 *Search and Seizure: Breathalyzer Testing*. Mr. Hiscox stated this is a new policy to be used at student events.

A MOTION was made by Robert Hiscox and SECONDED by Wendy Oliveira to approve the first reading of policy 5145.124.

**ALL IN FAVOR**

**12-038**

8. Act on teacher's letter of retirement. (B. Ranaudo)  
Ms. Feducia stated that Mrs. Ranaudo was in school when she and Wendy Oliveira attended, and she will be deeply missed.

A MOTION was made by Robert Hiscox and SECONDED by Wendy Oliveira to accept the retirement letter of Blanche Ranaudo, with regret and thanks for service, effective at the end of the 2011-2012 school year.

**ALL IN FAVOR**

**12-039**

9. Unpaid Child Rearing Leave.

A MOTION was made by Wendy Oliveira and SECONDED by Nazih Noujaim to approve the unpaid child rearing leave request of Jill Medina from February to June 2012. **ALL IN FAVOR**

**12-040**

*Ms. Feducia left the meeting at 9:00 p.m. and Ms. Cullen took over.*

C. Business Manager's Report.

1. Facilities update.

Mr. Hiscox asked for an update on the property near Laurel Ledge. Mr. Potter has spoken with Kenneth Teach of Hometown Appraisers who was waiting to be notified by the district to proceed, which he will now do.

Mr. Potter stated that Mr. Langdon left with the copy of his report by mistake.

Mr. Noujaim asked for an update on the small claims matter. Mr. Potter will call Attorney Hess and update the Board.

2. Report/update on Energy Education.

D. Old Business

Ms. Oliveira inquired about the Building Committee members and alternates which was questioned at the previous Board meeting. Mr. James responded that the Chairman will

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be taking attendance and adding alternates to voting status at the meetings. She would still like to see a current list of the members of the committee as they pertain to representation from each town. Mr. James will be providing that list.

Ms. Oliveira questioned why all the Building Committee meetings are scheduled for Prospect. Mr. Hiscox responded that he didn't know why they weren't alternating between the towns. Mr. James will contact Chairman Pilat and see if the schedule can be alternating between the two towns.

E. New Business

F. Enrollment (Ex. II)

Mr. James reported that he has drafted a new format for these reports that is easier to read and understand.

G. Information Items (discussion with possible action)

**XIII. REPORT OF COMMITTEES**

1. Personnel and Negotiations Committee

2. Facilities and Transportation Committee

Mr. James is following up with Energy Ed savings and concerns as evidenced by the original contract.

3. Curriculum Committee

Mr. James will schedule a meeting prior to the next Board meeting.

4. Policy Committee

Mr. Hiscox stated a K-9 policy will be forthcoming.

5. Public Communications

6. Technology Committee

Mr. Noujaim asked if the Technology Committee could meet prior to the next Board meeting on March 14. It was suggested to start the Board meetings with budget workshops earlier and possibly add an additional item to the budget topics. Mr. James will confirm starting the meetings at 6:30 p.m. with committee meetings being held prior at 5:45 p.m. on February 29.

7. Recognition Committee

Mr. Hiscox would like to recognize Secretary's Day in April with a formal thank-you to the secretaries. Mr. James will draft proclamations to be signed by all Board members at the March 28 meeting.

8. Liaisons

a. Schools

Ms. Feducia attended her last meeting at ACES. Ms. Cullen said there are lots of events going on at the present time between all the schools.

b. Wellness Committee

c. Professional Development Committee

d. Prevention Task Force

Ms. Oliveira reported that the last meeting was cancelled, and she would like to make the students aware of policy changes. She said the cameras went up at Laurel Ledge and caught some students going over the fence. Mr. Noujaim suggested signs be posted notifying the public of that they are being watched by cameras in an attempt

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to deter future vandalism. Mr. Potter reported that he attended a Selectmen's meeting in Beacon Falls and notified them of the cameras and lights being installed.  
e. Curriculum Council

Ms. Oliveira inquired what the \$60,000 budget item was for labeled "Lewis Family Trust". Mr. Potter responded that it was the lease for the district office.

Mr. James stated he would like to stay on through the building project per approval by the Board.

**XIV. ADJOURNMENT**

A MOTION was made by Robert Hiscox and SECONDED by Nazih Noujaim to adjourn the February 22, 2012, Board of Education meeting at 9:21 p.m.

**ALL IN FAVOR**

**12-041**

Wendy Oliveira,

Board Secretary

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

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