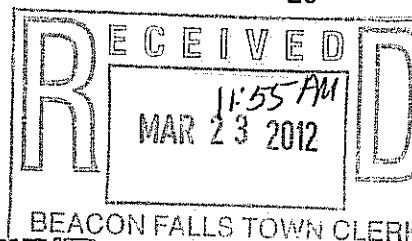


REGIONAL SCHOOL DISTRICT NO. 16
Board of Education Meeting
March 14, 2012



EXHIBIT

I

BOARD MEMBERS PRESENT:

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

Prospect... Donna Cullen
 Robert Hiscox
 Nazih Noujaim

STAFF MEMBERS PRESENT: Tim James, Interim Superintendent of Schools
 Hugh Potter, Business Manager
 Leigh Barbour, Assistant Business Manager
 Bruce Bartmess, Director of Technology
 Lynn Cox, Director of Pupil Personnel
 Andrea Einhorn, Asst. Dir. SPED/Curriculum Director

I. CALL TO ORDER

The meeting was called to order by Chairperson Priscilla Cretella at 6:30 p.m. at Woodland Regional High School, Beacon Falls, CT. The first one-and one-half hour of tonight's Board of Education Meeting is devoted to discussion on the proposed budget for the 2012-2013 school year.

II. PLEDGE OF ALLEGIANCE TO THE FLAG

III. MISSION STATEMENT

IV. RECORD OF MEMBERS PRESENT

A roll was taken. A quorum was present.

Mr. James opened the budget portion of tonight's meeting by discussing medical benefit insurance. The proposed budget for the entire medical insurance account is \$4,199,259, up from this year's \$4,168,101. The health insurance portion only of the account is increasing by 3.7 %. He explained some of the increases.

Mr. James next discussed the transportation budget. Proposed is \$2,462,569 up from \$2,298,012 from this year's budget. Mr. Potter stated there is opportunity to negotiate for better rates with the bus company or different companies.

Mr. Hiscox asked if we're reaching out to other school districts to share transportation. Mr. James responded affirmatively. Ms. Oliveira inquired about the additional amounts

under the Vo-Tech section that have increased. Mr. James asked to break out the numbers between in-district and out-of-district which may be easier to understand. Ms. Feducia asked if we are paying for students to attend out-of-district magnet schools. Mr. Potter responded, "yes, it is based on a school-by-school basis". Where tuition is billed, the region pays tuition but not transportation. Mr. Hiscox commented that the buses are not full. Mr. James responded that by law a seat must be provided on a bus for each student. Mr. Hiscox wanted to know if there was anything that could be changed. Mr. James suggested doing student counts and working with All-Star Transportation to see if fewer buses could be used.

Mr. Bruce Bartmess distributed the technology budget and detailed a PowerPoint presentation. The proposed budget is \$1,276,691, up from \$1,272,711 from this year. He explained that the district is continuing to replace hardware on a scheduled basis as well as preparing the buildings for wireless use. They are trying to make all of the archive documents electronic. A&A Office Systems is the company they have decided to use to do scanning. Mr. Bartmess detailed ten priority items which are **not** listed in the proposed budget:

Archiving documents with A&A Office Systems:	\$25,000
Archives historical records software:	8,768
Smart board replacement:	10,642
UPS replacements in MDF:	13,059
Desktops:	49,623
Computer replacement laptops:	70,615
Student SIS system migration:	63,623
Document cameras at Algonquin, CS and LL:	4,000
Network core switch:	7,238
Wireless Aruba controller LRMS:	13,500

Mr. Bartmess then detailed the *Power School* technology and showed a short video on *Power Teacher*. To purchase it outright is \$89,400 with training and support of \$41,975 for a total of \$131,375. There is a leasing program, and he detailed costs spread out over five years. There are two plans – one is to be ready for September 2012 and the other is to start it next year. The company would need a commitment by April in order to have the system working by this September. It would be a tremendous challenge, but it could be completed. Ms. Cullen asked what the reason is to switch from what they have now. Mr. Bartmess responded the teachers are frustrated with the new standards reports and are using different methods in order to keep student records. Mr. Hiscox would like a verification of how the new standards report cards will fit into this new system. Mr. Noujaim stated that the Technology Committee wants to ensure that the teachers are all using the same system. Ms. Cullen stated that the teachers will have to use the system if they decide to spend the money. Ms. Feducia asked if the ten priority items are chosen, then what can be cut from the proposed budget. Mr. Bartmess will research and report back. Ms. Cretella asked whether this was really going to happen by September if approved. She also said that other items will be cut in order to bring this new system on and that this budget will be very tight.

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Mr. James then introduced the Special Education budget. Dr. Lynn Cox and Ms. Andrea Einhorn attended. Dr. Cox stated that the budget includes items that they currently use. The proposed budget is \$3,177,488. She said that they cut personnel last year and have not added new staff. There is contingency money of \$150,000 which would cover three new students without transportation.

The budget portion of the meeting concluded at 8:05 p.m. and continued with the regular Board of Education agenda as follows.

V. APPROVAL OF MINUTES

Minutes of February 22, 2012, Board of Education Meeting (Ex. I).

A MOTION was made by Sheryl Feducia and SECONDED by Wendy Oliveira to approve the minutes of February 22, 2012, Board of Education Meeting.

ALL IN FAVOR

12-042

VI. TOWN OFFICIAL COMMENT

Mayor Chatfield re: gas/water lines with regard to new building project.

Mayor Robert Chatfield of Prospect commented that the Interim Superintendent is doing a great job. He stated that the Republican Town Committee will be recommending Robin Wright to fill the open seat on the Board.

Mayor Chatfield received a \$495,000 grant to start installing water from Lombard Drive (near Algonquin School). A water line needs to go to the new school, and the Mayor is looking for the district to fund 45 % of the project. Until he receives the actual distance of the water line, he doesn't have complete figures. CT Water Company has done the design work in the past. This has been presented to the Building Committee. The town of Prospect and Region 16 would have to bid the contract together at prevailing wage rates. He needs authorization to move forward.

A MOTION was made by Robert Hiscox and SECONDED by Sheryl Feducia to proceed with Mayor Chatfield's proposal to work in partnership with the town of Prospect for installation of the water line to the new school at a cost share of 45 percent of the total cost to the school district. **ALL IN FAVOR** **12-043**

VII. PUBLIC COMMENT

VIII. CORRESPONDENCE

IX. TREASURER'S REPORT

Ms. Feducia reported as follows:

Balance in General Fund as of 3/14/12:	\$2,241,772.03
Tonight's bills total:	\$1,241,772.03
General Fund:	1,209,483.06
Special Education Grants:	29,790.00
Adult Education:	0
Federal and State Grants:	0
Athletic Fund:	2,498.97
Construction Bills:	0

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X. STUDENT REPRESENTATIVE'S REPORT

Ms. Ayah Galal reported as follows:

The English Department will be planning *An English Afternoon*, with refreshments being provided by the PTO. Further information on this event to follow. The CAPT schedule is keeping freshmen, sophomores, and juniors working hard.

The Fine Arts Department is preparing for two events: 1) the musical, *Once On This Island*, on March 30th and 31st and 2) the Fourth Annual K-12 District-Wide Fine Arts Festival on April 24th. There will be artwork displayed and a band and choral performance.

The Woodland Math Team will have its final competition on March 26 at Northwestern Regional High School. The Math Department also celebrated "Pi Day" with Math teachers holding pie-eating contests during the lunch periods.

The Woodland Regional Student Council held their 5th annual *Blankets for Babies* event where students make blankets that are donated to local hospitals.

Ms. Caitlyn Sousa showed her video, *Love is Louder*. Ms. Morgan Poeta explained the magazine that she helped design. Ms. Sousa tried to use as much of the student body as possible in the film.

XI. EXEMPLARY PEOPLE AND PROGRAMS

Mr. James reported that the WRHS Robotics Team won an Excellence Award at the New England Robotics Championship Event on March 3, 2012, qualifying them to compete in the 2012 Vex Robotics High School World Championship in Anaheim, California. Nine students will be attending, and they are in the process of raising funds and seeking donations.

Mr. James attended the Connecticut Association of Volunteers Recognition Banquet last night and recognized Laura Frohn, Michelle White, Wendy Hopkinson, Holly Punevich, Susanne Porter, Trish Spofford, and April Terry from the district.

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

Mr. James stated March is *Board Members Appreciation Month* and presented each of the Board members with a gift and thanked them for their service.

1. Building Committee Update.

Mr. James reported that the Building Committee is proceeding on track, and schematic designs for all three projects were approved at the last meeting. A requirement for the new school is to hire a Commissioning Agent in the near future for high performance design review. They will be confirming owner project requirements and identifying commissioning requirements to determine the scope of the responsibility of a Commissioning Agent. Mr. James said all staff meetings have been completed. He is pleased that Fletcher Thompson is very responsive and great to work with.

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They will be meeting with the interior designer in the future and with the staff. They will be starting an FFE (furniture, furnishings and equipment) budget. Mr. Pilat stated that he attended the staff meetings to be sure that the architects were listening to the staff, and they are.

2. Ms. Oliveira questioned the voting numbers on the Building Committee. Mr. Pilat responded that he is not concerned with the numbers. He is concerned with working in the way that the committee was set up. Votes must be by voting members, and alternates must be appointed each night to replace voting members that are absent. This must be adhered to. She stated that if Robin Wright comes onto the Board of Education, someone will have to give up the Building Committee seat so that a quorum of the Building Committee does not sit on the Board. She wants to keep the Building Committee legal. Ms. Oliveira suggested David Rybinski from Beacon Falls be changed from an alternate member to a voting member.
3. *Power School* software presentation. (B. Bartmess).
This was done during the budget portion of the meeting.
4. Admin. Workshop – electronic information.
Mr. James has developed a “storage/destruction of documents workshop” scheduled for March 28 for teachers and one in April for office staff.

B. Action Items

1. Second reading of policy/regulation 5131.6 *Drugs and Alcohol/Tobacco*.
Mr. James stated that the first offense has been modified.

A MOTION was made by Robert Hiscox and SECONDED by Sheryl Feducia to approve the second reading of policy/regulation 5131.6 *Drugs and Alcohol/Tobacco*.
ALL IN FAVOR **12-044**

2. Second reading policy 5145.124 *Search and Seizure: Breathalyzer Testing*.

A MOTION was made by Robert Hiscox and SECONDED by Sheryl Feducia to approve the second reading of policy 5145.124 *Search and Seizure: Breathalyzer Testing*. **ALL IN FAVOR** **12-045**

3. First reading of regulation 5145.124 *Search and Seizure: Breathalyzer Testing*
No action needed.

4. First reading of policy 5145.122 *Use of Canine Sniffing for Searches on School Property*.

Mr. James stated the district is being pro-active on this policy.

A MOTION was made by Robert Hiscox and SECONDED by Sheryl Feducia to approve the first reading of policy 5145.122 *Use of Canine Sniffing for Searches on School Property*. **ALL IN FAVOR** **12-046**

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5. Act on Healthy Food Certification adoption for 2012-2013. (ED-099)
Mr. James asked for permission to submit the application.

A MOTION was made by Sheryl Feducia and SECONDED by William Fredericks to submit the Healthy Food Certification application for the 2012-2013 school year.

ALL IN FAVOR

12-047

6. Act on teacher's letter of retirement at end of school year. (D. Duchak).
Mr. James submitted a letter of intention to retire from Deborah Duchak, fifth grade teacher at Community School, effective June 30, 2012.

A MOTION was made by Sheryl Feducia and SECONDED by Nazih Noujaim to accept the retirement/resignation letter of Deborah Duchak effective June 30, 2012.

ALL IN FAVOR

12-048

7. Board of Education to authorize an "up-to amount" spending limit for the Building Committee before requiring BOE approval on building project items.
Mr. James stated that the Building Committee is seeking a spending limit in order to move approvals along more efficiently without the need to come before the Board with each request.

A MOTION was made by William Fredericks and SECONDED by Sheryl Feducia to authorize the Building Committee to spend up to \$50,000.

Discussion: Mr. Pilat reminded the Board that there are sitting Board members on the Building Committee. Ms. Cretella stated it is a large amount of money and she has reservations. Mr. Fredericks withdrew the motion.

A MOTION was made by William Fredericks and SECONDED by Sheryl Feducia to authorize the Building Committee to spend up to \$35,000 (on building project items before needing Board of Education approval).

ALL IN FAVOR

12-049

8. Act on principal's request for leave of absence March-June 2012. (L. Patterson).
9. Accept principal's letter of retirement, effective 6/30/12. (L. Patterson).
Items 8 and 9 will be discussed in Executive Session.

C. Business Manager's Report

1. Facilities update: WRHS ball field work; LLS lighting & security cameras.
Mr. Potter stated that there are 10,000 gallons of oil in the tank at the high school. He is negotiating with East River Oil to curtail future deliveries and pump it out to distribute to the other schools. Mr. James suggested leaving 3,000 gallons in the tank for emergencies.

Mr. Potter has not received a response from Hometown Appraisal for the property adjoining Laurel Ledge.

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Mr. Potter reported on the existing small claims matter. The defendant did not appear in court and has not responded.

He stated that the light poles and cameras on the roof have been installed at Laurel Ledge, and there have been no further incidents of vandalism.

Woodland High School ball field backstops have been replaced. Work is being completed on the swale at the tennis courts and baseball field so that water runoff is resolved. Dugouts are completed at both boys' and girls' fields. Mr. Langdon is meeting with the Amity High School ball field construction company for estimates.

Long River Middle School concrete work will be completed next week along with a new door.

2. Update on 403(b) for non-certified union.

Mr. Potter stated he met with Michael Lenehan. It was discussed to reach out to fund managers for the least risky conservative fund with guaranteed interest rate. He felt it didn't make sense to have nine separate funds or be in charge of IRS regulations. One fund is better than the pension plan they were in. He would like to narrow the list down to three funds to bring before the Board before presenting to the union. Mr. James asked if the three funds would like to come before the Board for presentation at the March 28th meeting. Ms. Cullen said the union should give their preference of funds. Mr. James asked if the union will meet before the 28th. Mr. Hiscox doesn't need to see presentations if the union is concurring with the Business Manager. He suggested the funds go before the Negotiating Committee.

D. Old Business

E. New Business

F. Information Items (discussion with possible action)

XII. REPORT OF COMMITTEES

1. Personnel and Negotiations Committee

To be discussed in Executive Session.

2. Facilities and Transportation Committee

3. Curriculum Committee

Ms. Cullen reported that the purchase of new texts Math Connects for 7th and 8th grades for next year has been recommended to proceed with funds from this year's budget at a cost of \$31,344.

4. Policy Committee

5. Public Communications

6. Technology Committee

Mr. Noujaim reported that the Committee had two meetings with Mr. Bartmess about *Power School* software. Ms. Feducia suggested tabling the matter. Ms. Cretella suggested putting the matter on the agenda for the next Board meeting.

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7. Recognition Committee

Ms. Feducia reported that they will be meeting in the district office on March 23rd.

8. Liaisons

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

Ms. Cretella asked to further discuss the budget items. Ms. Oliveira asked where the special education budget items are that were listed on their budget. Ms. Barbour stated it was a mistake that they were listed.

Mr. Hiscox asked if Mr. Bartmess could use the \$26,000 to replace the existing list of necessary items. Mr. Noujaim would like to see the budget items all in the same format since this is his first time going through the budget process.

Ms. Cretella reminded the Board how the towns are suffering this year with drops in the grand list. Mr. Noujaim asked about the ECS credit from the state. Ms. Cretella hopes to have the budget increase at 1 percent in order to receive the credit, if available.

Mr. James suggested asking staff currently on leave to continue their leave for one year, protecting their insurance and job security.

Ms. Cretella stated electives may be cut depending on enrollment numbers and that the Board has to really search for cuts.

Mr. Hiscox questioned the technology budget and said two items have driven up the budgets – special education and technology. He wonders if technology has really improved education.

It was suggested to possibly look at consortiums between other school districts to save costs.

Mr. Hiscox asked if he could have the items for next year's curriculum and that he had asked for those numbers to be given earlier last year.

Ms. Cretella brought up the matter of a number of sophomores that have disciplinary issues since 7th grade. This group of eight students has over 500 referrals. She suggested an alternative school for them. Mr. James found a website called Odysseymore.com where students buy seats online. He knows that Plymouth and Torrington have uploaded it, and he will do some research and report back in order to help these students. Ms. Cretella suggested using the Algonquin School site as an alternative school. She said that seven of the eight students will not be graduating.

A MOTION was made by Nazih Noujaim and SECONDED by Sheryl Feducia to continue the Board meeting past 10:00 pm.

ALL IN FAVOR

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Mr. James will look into more information as to an alternative school.

Mr. James stated that Naugatuck High School had a forum on what not to put on facebook and in emails, and he suggested the district have one here as well.

A MOTION was made by Sheryl Feducia and SECONDED by Robert Hickox to adjourn to Executive Session at 10:05 p.m. to include the Interim Superintendent and the Business Manager to discuss personnel matters.

ALL IN FAVOR

12-051

The Board came out of Executive Session at 10:50 p.m.

A MOTION was made by Sheryl Feducia and SECONDED by Donna Cullen to accept Mrs. Lynn Patterson's letter of retirement/resignation, effective June 30, 2012.

ALL IN FAVOR

12-052

XIV. ADJOURNMENT

A MOTION was made by Sheryl Feducia and SECONDED by Donna Cullen to adjourn the March 14, 2012, Board of Education meeting at 10:55 p.m.

ALL IN FAVOR

12-053

Wendy Oliveira,

Board Secretary

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

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