

**SHELTON BOARD OF EDUCATION
SPECIAL MEETING
BOARD OF EDUCATION ADMINISTRATIVE OFFICES
382 LONG HILL AVENUE
DECEMBER 14, 2011**

Chairman Win Oppel called the Special Meeting of the Board of Education to order at 7:16 p.m.

Roll Call: (alpha order)

John Francino-Quinn

Mark Holden

Arlene Liscinsky, Secretary

Thomas Minotti, Vice Chairman

Win Oppel, Chairman

James Oraziatti

Mike Pacowta

Timothy Walsh

Kathleen Yolish

Full quorum of 9 present

Board of Education Administration present:

Superintendent of Schools, Freeman Burr

Assistant Superintendent, Lorraine Rossner

Finance Director, Allan Cameron

Executive Director of Curriculum & Support Services, Kathy Bender

(1 tape on file in City/Town Clerk's Office)

The Pledge of Allegiance was recited.

Public Hearing

No one from the public spoke.

Approval of Agenda

Timothy Walsh moved to approve the agenda; seconded by Thomas Minotti; vote 9-0; motion passed. Mark Holden moved to adjust the agenda by moving forward Item VII. A. to follow Approval of Minutes; seconded by Kathy Yolish; vote 9-0; motion passed.

Approval of Minutes

Mike Pacowta moved to approve the minutes of the Regular Meeting of November 16, 2011; Special Meeting of November 22, 2011; and Special Meeting of December 7, 2011; seconded by Jay Francino-Quinn; vote 6-0-3 (abstentions for November 16, 2011 – James Oraziatti, Timothy Walsh; for December 7 – Jay Francino-Quinn, Timothy Walsh); motion passed.

Appointments

Timothy Walsh moved to appoint Mary Beth Trafecante to the grant-funded position of .5 Reading Consultant at Perry Hill School; seconded by Kathy Yolish; vote 9-0; motion passed.

James Oraziatti moved to appoint Christopher DeBlock to the stipend position of Wrestling Assistant Co-Coach; seconded by Mike Pacowta; vote 9-0; motion passed.

Timothy Walsh moved to appoint Matthew Read to the stipend position of Boys Lacrosse Head Coach; seconded by Thomas Minotti; vote 9-0; motion passed.

Retirements

The Board was informed of the following retirements:

- David Presutto, Housemaster at Shelton High School, effective June 30, 2012, after 35 years of service
- Eileen Jesson, R.N. BSN at St. Lawrence School, effective June 30, 2012
- Diane Fitzpatrick, Paraprofessional at Shelton Intermediate School, effective January 6, 2012, after 25 years of service

Resignations

Mr. Burr advised the Board of the resignation of Jordan Kassery, Network Technician, effective November 25, 2011.

Presentations

Chairman Oppel stated the Superintendent gave an extensive presentation of the proposed budget at the Finance Committee meeting earlier, and there is no need for further discussion.

Superintendent Burr reviewed a handout of 2011-12 District Goal Targets. He said the targets are referenced from the summer CMT presentation and Dr. Smith's presentation two months ago relative to CAPT. He said at that time, we wanted to see the continual progress of our students, particularly a minimum growth of 3% at goal in reading and math overall in the district with specific targeted grades on areas that were not keeping pace or ahead of the state. He said the Free and Reduced Lunch students are a target for improvement and discussed the levels that need to improve by 10% to meet proficiency. There will be a District-wide Data Team meeting tomorrow to follow up on the measures that will be presented periodically to the Board to show progress. There was further discussion and questions were answered.

Freeman Burr stated the Shelton Board of Education applied for and met all the criteria of a Leadership Award by the Connecticut Association of Boards of Education. Associate Commissioner of Education George Coleman presented the award to Arlene Liscinsky on behalf of our Board at the CABA/CAPSS Convention.

Instructional Update

Superintendent Burr discussed ConnCAN's recognition of Perry Hill and Sunnyside as two of ConnCAN's annual Top 10 lists. Perry Hill School ranked sixth in Hispanic Student Performance, and Sunnyside School ranked eighth in Low-Income Student Performance. Each school will be presented with a plaque of recognition from ConnCAN. Superintendent Burr asked staff to extend congratulations to their schools. Mr. Burr requested Darlene Tickey and Lorraine Williams to give a brief ten-minute presentation at the January Board meeting, allowing for questions, relative to their School Improvement Plans and their awards of distinction. Thomas Minotti requested that information be shared with Kathy Yolish for inclusion in her article for *Shelton Life*.

Rigorous Curriculum Design – Mr. Burr gave an update on the training session held on December 2, at which Larry Ainsworth from the Center for Leadership and Learning provided direct technical assistance to every team. At the next Policy, Curriculum, Technology meeting, a presentation will be given to show some of the samples that were generated, and an outline of the next steps will be given.

Approved Field Trips

Information on two approved field trips was included with the agenda:

- Wrestling Tournament, New Hampshire, January 13-14, 2012
- SHS History and Civics students, Washington, DC, April 26-29, 2012

Items Voted On

Timothy Walsh moved to approve the request of Family, Career & Community Leaders of America (FCCLA) to conduct fundraisers during the 2011-2012 school year; seconded by Mark Holden; vote 9-0; motion passed.

Arlene Liscinsky said a series of presentations of the Superintendent's budget have been held. At the meeting of the Finance Committee earlier, there was discussion and consensus to move forward with the recommended budget for 2012-2013.

Arlene Liscinsky moved to approve the Superintendent's recommended budget for 2012-2013 in the amount of \$64,336,129, which is an increase of 1.0% or \$636,129; seconded by Kathy Yolish; vote 7-0-2 (abstentions by James Oraziotti and Jay Francino-Quinn); motion passed.

Allan Cameron gave an overview of the 5 Year Capital Outlay Request, noting that the chiller and phone switch at Shelton High School were added, which moved out the start of the air quality and ventilation projects at the elementary schools.

Arlene Liscinsky moved to submit the 5 Year Capital Outlay Request as presented; seconded by Mark Holden. Discussion – Kathy Yolish questioned the priority for window replacement at Elizabeth Shelton and Long Hill and discussion followed. Freeman Burr will review the information with Bill Banfe and the Mayor and will report findings to the Board. Vote 9-0; motion passed.

Chairman Oppel discussed the process that has occurred for interviewing and selecting a candidate for the position of Human Resources Director. He said two finalists have been identified and negotiations are underway with one, whose name will be brought forward for a vote at the January 25 Board meeting.

Mark Holden moved to table Item B.3., Possible vote to extend appointment of James Brant as Acting Human Resources Director; seconded by Arlene Liscinsky; vote 8-1 (nay – Timothy Walsh); motion passed.

James Orazietti expressed concern that he was not notified of the interviews and said all Board members should have been told, out of courtesy. Chairman Oppel stated three Board members were asked to sit in on the interviews, and there was not an option for others to participate.

Timothy Walsh moved to table Item B.4., Possible vote to recommend appointment of new Human Resources Director; seconded by Thomas Minotti. Discussion – Superintendent Burr commented on the selection process and noted this motion is needed to allow for negotiation with the finalist. He reviewed the process that was followed. Jay Francino-Quinn stated that even if not involved with the interview process, all Board members should have been invited to listen in on the interviews in order to make an objective decision. Win Oppel pointed out that Board members would be voting on the Superintendent's recommendation. Kathy Yolish suggested in the future that the Chairman could notify and invite all Board members to be a part of the process. Vote 9-0; motion passed.

Discussion was held concerning the need to hire an Interim Human Resources Director on a per diem rate of \$400 starting January 1 for approximately 5 weeks or until the new director starts. Kathy Yolish expressed her opinion that existing personnel have the expertise to handle the interim period and the \$10,000 would be better spent by hiring a tutor for the schools. Mr. Burr stated it is not a matter of expertise; it is the timing.

Timothy Walsh moved to empower the Superintendent to negotiate with a qualified person to fill the position of Interim Human Resources Director on a per diem basis to be continued one week after the start date of the permanent full-time person; seconded by Arlene Liscinsky; vote 7-2 (nay – Jay Francino-Quinn, Kathy Yolish); motion passed.

Comments by the Board Chair

Chairman Oppel commented on the CAPSS Superintendent/Student Awards Dinner held this week, which was well represented by the Board and administration. He said it was an opportunity to celebrate the success of students not only from Shelton but from the entire Valley. Mr. Oppel stated that Arlene Liscinsky has agreed to continue as CES representative. He said there was good discussion at the Finance Committee tonight about the budget and the idea that student success is going to remain in the forefront. Chairman Oppel said the meetings will be altered to bring more student success stories to the beginning of the meeting as an opportunity for community awareness.

Reports by Standing Committees

Athletics – Timothy Walsh stated the committee will meet on December 15 at 4 p.m. in the Administrative Offices. Meeting dates will be the fourth Tuesday at 4 p.m.

Building and Grounds – Jay Francino-Quinn said meeting dates have not been set, but plans are to continue with the previous committee's agenda.

Cafeteria/Transportation – Mark Holden said meetings will be held on the first Tuesday at 5 p.m. The first meeting will be on January 3 at the Administrative Offices.

Policy/Curriculum/Technology – Thomas Minotti said the committee will meet on the third Tuesday at 4 p.m. The next meeting will be January 17, at 4 p.m.

Personnel – Mike Pacowta said the committee will meet on the second Wednesday at 5 p.m., with the first meeting date of January 11.

Finance – The committee will meet on the third Wednesday at 5 p.m.

Reports of Special Committees

CES – Arlene Liscinsky said the legislative meeting will be held December 15 for superintendents and board chairs. Chairman Oppel said he will bring to that meeting a number of comments regarding unfunded legislative mandates.

CABE – Kathy Yolish reported on the second session of Lessons in Leadership. She gave a brief report on the CABE Convention attended by Freeman Burr, Arlene Liscinsky and herself.

Unfinished Business

Chairman Win Oppel finalized the assignments for adopted schools. Kathy Yolish reported on the Chorus performance at Long Hill School. James Oraziatti asked for communications to be sent to his personal email until his SPSS email is set up.

Adjournment

Jay Francino-Quinn moved to adjourn at 8:20 p.m.; seconded by Kathy Yolish; vote 9-0; motion passed.

Diane Luther
Recording Secretary – Board of Education
December 20, 2011