

**SHELTON BOARD OF EDUCATION
REGULAR MEETING
BOARD OF EDUCATION ADMINISTRATIVE OFFICES
382 LONG HILL AVENUE
JANUARY 25, 2012**

The Board of Education met at 6:15 p.m. in Conference Room A for discussion of Personnel – SIS School Resource Officer. Arlene Liscinsky **moved to go into Executive Session** at 6:15 p.m.; seconded by Timothy Walsh; vote 5-0; motion passed. Present were Arlene Liscinsky, Kathy Yolish, Thomas Minotti, James Orazietti, Timothy Walsh and Freeman Burr. Mike Pacowta arrived at 6:20 p.m. Kathy Yolish **moved to leave Executive Session** at 6:29 p.m.; seconded by James Orazietti; vote 6-0; motion passed.

The Board held a “meet and greet” with Carole Pannozzo, recommended appointee for position of Human Resources Director. All Board Members noted above were in attendance.

Vice Chairman Thomas Minotti called the Regular Meeting of the Board of Education to order at 7:15 p.m.

Roll Call: (alpha order)
John Francino-Quinn (excused)
Mark Holden
Arlene Liscinsky, Secretary
Thomas Minotti, Vice Chairman
Win Oppel (excused)
James Orazietti
Mike Pacowta
Timothy Walsh
Kathleen Yolish

Quorum of 7 present; 2 absent.

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 asked to speak.

Approval of Agenda

Arlene Liscinsky moved to approve the agenda; seconded by Mike Pacowta; vote 7-0; motion passed.

Approval of Minutes

Mike Pacowta moved to approve the minutes of the Special Meeting of December 14, 2011; seconded by Mark Holden; vote 7-0; motion passed.

Curriculum and Instruction Presentations

Superintendent Burr explained that principals of Sunnyside and Perry Hill were selected to kick off the principal presentations due to ConnCan's recognition of each school on their annual Top 10 lists. Darlene Tickey and Lorraine Williams provided handouts and presented detailed information concerning each school's instructional strategies and academic goals. Comments and discussion followed.

Appointments

Superintendent Burr recommended the appointment of Carole Pannozzo as Human Resources Director and explained the process that was followed that resulted in her selection.

Timothy Walsh moved to appoint Carole Pannozzo to the position of Human Resources Director for the Shelton Public School System; seconded by Arlene Liscinsky; vote 7-0; motion passed.

Carole Pannozzo thanked the Board and confirmed that she will start her new position on February 6.

Instructional Update

Lorraine Rossner distributed copies and discussed a draft 2012-2013 district school calendar. Mrs. Rossner noted the proposed start of school will be the Tuesday following Labor Day, September 4. She stated all the back to school nights are scheduled on non-conflicting evenings, and Perry Hill will have individual nights for grade 5 and grade 6 due to parking issues. Mrs. Rossner said the elementary schools will follow a trimester schedule, while grades 5-12 will be on a quarterly schedule. It is also proposed not to hold a.m. or p.m. kindergarten during mid-term exams due to major transportation issues resulting from the high school half day schedule. Kindergarten registration will be held that week, and staff will be available to conduct screenings. In addition, kindergarten teachers will be able to participate in professional development and curriculum review. February break will remain abbreviated, and any snow days in excess of 7 will be taken from April break. In addition to regular instructional days, there will 3 early release days for students only, which will allow for staff meeting time to conduct instructional and curricular review at grade level or department level. A vote on the final calendar will be held at the February Board meeting.

Superintendent Burr commented that State Board of Education member Terry Jones will be the lead person on a task force of the new commissioner to move forward on healthy schools from a nutritional standpoint. Mr. Burr said this dovetails very closely with the VITAHLS program at Griffin Hospital and the healthy diets presentation given by Linda Stanisci to the Cafeteria/Transportation Committee.

Freeman Burr said tomorrow will be the kickoff for Cohort 3 of the Leadership Academy. In addition, a very successful kickoff to our Endowment Fund was held this past Monday.

Approved Field Trips

The Board was advised of revisions made to a previously approved Shelton High School trip to Spain, as well as a Shelton High School Band competition in Virginia in April.

Items Voted On

Mark Holden moved to approve the request of the Pecylak Committee and the Shelton High School Boys Basketball Team parents to conduct fundraising activities for the 2011-2012 school year; seconded by Kathy Yolish; vote 7-0; motion passed.

Comments by the Board Chair

Vice Chairman Thomas Minotti thanked all for attending. He noted the format of the principals' presentations ensures a more efficient use of time and keeps the meeting brief.

Reports by Standing Committees

Athletics – Timothy Walsh reviewed the attached minutes of the 12/15/11 meeting. Mr. Walsh will ask John Niski to send the Athletic Code of Conduct information to Board members. Freeman Burr commented that the Board may need to develop a policy on background checks for volunteer coaches and possibly all volunteers. The next meeting will be held on January 31 at 4 p.m.

Building and Grounds – James Oraziotti said the walkthrough for bidders for the SHS chiller project will take place on January 31 at 10 a.m. The next meeting will be held on February 22 at 5 p.m.

Cafeteria/Transportation – Mark Holden said the committee will meet on February 7 at 5 p.m.

Policy/Curriculum/Technology – Thomas Minotti said next meeting will be February 6 at 3 p.m. and all were reminded to bring their packets.

Personnel – Mike Pacowta said the committee did not meet.

Finance – Arlene Liscinsky referred to the attached minutes of the committee's meeting on December 14, at which the following three major items were discussed: SRO funding; Worker Compensation; high electricity bills – unanticipated costs associated with Perry Hill. James Oraziatti said the City is supposed to be reimbursed for any charges relative to contractor electrical use. He said he spoke briefly with Sean Sullivan, and the Perry Hill School Building Committee will look into this.

Reports of Special Committees

CES – Arlene Liscinsky talked about the makeup of the new CES Board and noted she was re-elected as President for the third year. She said the Board discussed the upcoming legislative session and said everyone is anticipating the Governor's February 8 session to learn more about his plans for education reform.

CABE – Mark Holden noted CABE's Day on the Hill is scheduled for March 14.

Unfinished Business

Kathy Yolish commented on the grade 8 orientation at Shelton High School. Mrs. Yolish asked if school monthly calendars could be sent to Board members so they can be aware of events to attend. Mrs. Yolish referred to discussion at the last Board meeting concerning the replacement of windows at Elizabeth Shelton and Long Hill School. Mr. Burr stated replacement at Long Hill was done first, followed by Elizabeth Shelton.

James Oraziatti said Long Hill and Elizabeth Shelton have 25 year roofs. He said an inspection was done after the snow removal last year, minor repairs were performed, and the warranty is in place.

Kathy Yolish commented that she was unable to answer questions concerning the recent community survey and asked that the results be shared with the Board prior to releasing to the public. She also requested to see the actual comments submitted, not just a compilation. Mr. Burr said the surveys will be forwarded to a company for handling, but the actual surveys are ours and Board members should be able to see everything. James Oraziatti expressed concern that his name appeared on the survey and that he was not informed about it, nor would he have authorized it. He questioned the cost and the content. Superintendent Burr said a full accounting will be given at a Finance meeting. Kathy Yolish suggested a Survey Monkey be sent to staff. Arlene Liscinsky reflected on previous surveys sent by the Board.

Arlene Liscinsky questioned the vacancies shown on the report from Human Resources, specifically for secretarial and custodial, and suggested the Board direct the Superintendent to ask Human Resources to send a letter to City Hall inquiring about status. Also questioned was the status of the HVAC Technician vacancy. Mr. Burr said it was agreed by the Buildings & Grounds Committee to stall this in order to check the

possibility of outsourcing to a private consultant. The results of that investigation have not been discussed yet at committee level. The Chairman of Buildings & Grounds will be asked to follow up with the City. There was discussion about the legality of the Board of Education to conduct its own testing and hiring of personnel. Arlene Liscinsky said the Mayor is going to appoint another Charter Commission, and perhaps the Personnel Committee should be asked to formulate an opinion and have discussion at their level so we can chime in when the Charter Commission is formed.

Vice Chairman Minotti referred to attachments for enrollment, vacant positions, and a new summary of appointments, retirements and resignations. Timothy Walsh expressed his comments regarding Pamela Anderson's retirement.

APPOINTMENTS:

- Tina Rose, Secretary at Shelton Intermediate School
- Robert Ayer, Enrichment Teacher at Shelton Intermediate School, effective 1/30/12
- Meredith DeSousa, .5 Media Specialist at Booth Hill School, pending certification PT/.5 Step 1, Level 3

RETIREMENTS:

- Pamela Anderson, School Counselor at Long Hill and Elizabeth Shelton Schools, effective 2/1/12, after more than 35 years of service

RESIGNATIONS:

- John Sedlock, Boys' Volleyball Assistant Coach, effective 12/19/11
- Bartholomew Wasiolek, Girls' Track Assistant Coach, effective 1/12/12

Adjournment

Kathy Yolish moved to adjourn at 8:52 p.m.; seconded by Arlene Liscinsky; vote 7-0; motion passed.

Diane Luther

Diane Luther

Recording Secretary – Board of Education

January 31, 2012