

**SHELTON BOARD OF EDUCATION
SPECIAL MEETING
BOARD OF EDUCATION ADMINISTRATIVE OFFICE
382 LONG HILL AVENUE
JULY 21, 2010**

The Board of Education met at 6:49 p.m. in Conference Room C to discuss Central Office assignments. Mike Pacowta moved to **go into Executive Session** at 6:50 p.m.; seconded by Thomas Minotti; vote 8-0; motion passed. Members present were Timothy Walsh, Thomas Minotti, Win Oppel, Arlene Liscinsky, Kate Kutash, Kathy Yolish, Mike Pacowta and Jay Francino-Quinn. Invited to stay were Freeman Burr, Allan Cameron and Rita McDougald-Campbell. Mike Pacowta moved to **leave Executive Session** at 7:12 p.m.; seconded by Kathy Yolish; vote 8-0; motion passed.

Chairman Timothy Walsh called the Special Meeting of the Board of Education to order at 7:23 p.m.

Roll Call: (alpha order)

Paula Ellis (excused)

John Francino-Quinn

Kate Kutash

Arlene Liscinsky, Vice Chairman

Thomas Minotti, Secretary

Win Oppel

Mike Pacowta

Timothy Walsh, Chairman

Kathleen Yolish

Quorum of 8 present, 1 absent

Board of Education Administration present:

Superintendent of Schools, Freeman Burr

Assistant Superintendent, Lorraine Rossner

Director of Finance, Allan Cameron

Director of Human Resources, Rita McDougald-Campbell

Operations Manager, William Banfe

(2 tapes on file in City/Town Clerk's Office)

The Board led the Pledge of Allegiance.

Public Hearing

There was no one from the public who wished to speak and the public portion was closed.

Approval of Agenda

Win Oppel moved to approve the agenda; seconded by Arlene Liscinsky; vote 8-0; motion passed.

Approval of Minutes

Thomas Minotti moved to approve the minutes of the Regular Meeting of June 23, 2010; seconded by Jay Francino-Quinn; vote 8-0; motion passed.

Appointments

Arlene Liscinsky motioned to move item VII.A. (Appointments) to the present; seconded by Kate Kutash; vote 8-0; motion passed.

Mike Pacowta moved to appoint Janice Simonetti to the position of Supervisor/ Coordinator of Special Education PreK-12 per agreement with Shelton Administrative Council and the Superintendent; seconded by Thomas Minotti; vote 8-0; motion passed.

Thomas Minotti moved to appoint Tina Henckel to the position of Assistant Director of Science, Technology, Engineering and Mathematics (STEM) Education and Data Management; seconded by Win Oppel; vote 8-0; motion passed.

Mike Pacowta moved to appoint Tracy Nolan-Hussey to the position of Special Education Department Chair at Shelton Intermediate School; seconded by Arlene Liscinsky; vote 8-0; motion passed.

Win Oppel moved to appoint Cliff Barone to the position of freshman football coach due to a resignation; seconded by Arlene Liscinsky; vote 8-0; motion passed.

Arlene Liscinsky moved to appoint Christine Oddo to the position of Co-Head Cheerleading Coordinator; seconded by Jay Francino-Quinn; vote 8-0; motion passed.

A suggestion was made by Thomas Minotti to encourage appointees to attend Board Meetings at the time of their appointments. Human Resources will convey the message to appointees.

Presentations

Jamie Cohen, President of Valley Community Foundation presented information on the foundation and discussed the school endowment fund for the Shelton Public School System. Carla Sullivan, Community Relations Officer, was also present.

Jay Francino-Quinn questioned if the fund could be used to help offset the cost to students for Pay to Participate. Mr. Cohen clarified that grants cannot be made to individuals but could be used for program-related uses. Mr. Cohen confirmed a question from Mike Pacowta that it could be used as a supplement for budgetary items that are normally paid for through the operating budget of the Board of Education.

Win Oppel moved to authorize the creation of the Shelton Public Schools Endowment Fund with the Valley Community Foundation. The fund shall have an advisory committee consisting of a member appointed by the Superintendent; a member appointed by the Chairman of the Board of Education; a member appointed by the Mayor; a member appointed by the Shelton Education Association; and a parent representative appointed jointly by the Superintendent and the Chairman of the Board of Education. Motion seconded by Thomas Minotti; vote 8-0; motion passed.

Carolyn Ivanoff reported on the closeout of the first year of the Teaching American History Grant. Mrs. Ivanoff stated the three-year grant is contingent upon continued congressional funding. A schedule of upcoming forums will be emailed to Board Members. Chairman Walsh thanked Carolyn for her efforts and noted Lorraine Rossner was also instrumental in putting together the partnership.

Win Oppel motioned to move the Superintendent's Instructional Update to the present to be incorporated with the presentation on performance goals; seconded by Thomas Minotti; vote 8-0; motion passed.

Instructional Update

Freeman Burr announced that Kathy Bender agreed to be Acting Assistant Director of Special Education until the position is filled within the next 90 days. Ken Saranich was thanked for allowing her to leave her Housemaster position temporarily.

Mr. Burr commended David Marchitto for assisting with several Special Education cases that are under review for potential mediation and due process. He said that in just two weeks, David has done a tremendous job of coalescing the critical information for each of the students and provided briefings that were not only comprehensive but extremely insightful. Mr. Burr added that in addition, David is working closely with one of our board attorneys. Also thanked were Debi Keller and the SEA for their flexibility in allowing David to work on a per diem basis to help with the transition.

Presentation/ Freeman Burr gave an in-depth presentation on career pathways related to secondary school reform and proposed pathways to be implemented at Shelton High School, specifically the STEM pathway. A question and answer period was held.

(Note – Tape 1; Side B – 8:27 p.m.)

Superintendent Burr also presented information on district effective teaching data. Information will be emailed to Board Members for review. In addition, the rubric for the evaluation of paraprofessionals developed by Pat Lilling was distributed to Board Members.

Freeman Burr stated the results of CMT and CAPT are cause for celebration. He said the students in grades 3-8 and 10 are to be commended, as well as the teaching staff and administrators who, in spite of a challenging year, stayed on task and focused on learning. A press release will be prepared, and further information will be presented in August.

Retirements

Superintendent Burr notified Board Members of the retirement of Peter Pavone, Application Support Specialist in the Technology Center, effective August 13, 2010.

Resignations

Superintendent Burr notified Board Members of the following resignations:

- Dr. Valentina Parchin, Director of Special Education and Pupil Personnel Services, effective June 30, 2010
- Annine Crystal, Supervisor of Literacy, Assessment and Professional Learning, effective August 10, 2010
- Brandy Heflin, physics teacher at Shelton High School, effective June 30, 2010
- Theresa McCabe, library media specialist, Shelton Intermediate School, effective June 30, 2010
- Lawrence Ciccarelli, assistant boys' soccer coach, effective immediately

School Facilities Report

A written report was provided with agenda. Bill Banfe gave an update on the move and said 65% of people have been moved to Perry Hill and 90% of others within the district; when all is completed, about 60% of the pre K-6 population will have been moved somewhere in the district. Mr. Banfe said arrangements will be made within the next few weeks for Board Members to visit Perry Hill.

Items Voted On

Win Oppel moved to reappoint the stipend position holders as listed on the attachment; seconded by Arlene Liscinsky. Discussion – The position of webmaster was clarified. Mike Pacowta stated the list was reviewed earlier during the Personnel Committee with a recommendation to accept. vote 7-1 (nay – Jay Francino-Quinn); motion passed.

Kate Kutash moved to approve the fundraising request of Shelton High School Quarterback Club for 2010-2011 school year; seconded by Jay Francino-Quinn; vote 8-0; motion passed. John Nisky will be asked to remind organizations under his purview of the Board policy that requires submission of financial statements.

Kate Kutash moved to renew Sodexo's contract for 2010-2011 as the district's food service provider; seconded by Arlene Liscinsky; vote 8-0; motion passed.

Comments by the Board Chair

Chairman Walsh commented on the Superintendent's presentation. Timothy Walsh thanked Debi Keller and the SEA for their collaboration throughout the past year and especially SAC toward the end of the year with discussion about RIFs and summer work schedules. Mr. Walsh emphasized the need to support the concept of professional development in the community.

Reports by Standing Committees

Athletics – Kate Kutash reported pay to participate has been approved by the committee and the fee schedule has been set up and payments will be made through the Finance Office at the Board of Education, not at the individual schools. There will be a \$750 cap per family with accommodations for students receiving free and reduced lunch. Sports with and without officials will have different amounts, hockey having the highest fee due to the cost of the sport. There will be a press release, AlertNow, and a posting to the website. Payments can be accepted starting August 2.

Building and Grounds – Win Oppel said the committee met on July 19 and discussed the oil tank at Elizabeth Shelton; noted was that the Mayor expressed interest in using the tank for waste oil, and joint efforts are underway for tank removal. Mr. Oppel said four bids were received for the Mohegan gym floor repair and refinish, which will be completed prior to opening of school. He said the committee discussed ongoing issues at the high school such as the boiler room upgrade, door replacements, and issues with fire alarm. Committee received two recommendations from PP&E for additional conservation projects at the high school and intermediate school.

Win Oppel moved to return Lafayette School to the City on November 1, 2010. Additionally, the Board will offer the Lafayette playscape to Sunnyside School with the provision that the parents organization work with Mr. Francino-Quinn to coordinate the relocation of the playscape and provide the funds necessary to cover all expenses; seconded by Kate Kutash; vote 8-0; motion passed.

Cafeteria/Transportation – Kate Kutash said the committee met on July 7. A status report on redistricting was made by Laura Dempsey; school boundaries have been established and a street directory is posted on the website. At the time of the meeting,

only 5 vehicles were combining routes of Perry Hill and SIS; most buses will not combine the schools. Bell times are posted on the website. Mrs. Kutash said there was discussion of the possibility of granting waivers to redistricted students, but given a lot of considerations with logistics of parents transporting their own children, the adverse effect on class size, particularly at the schools where children would be staying, the decision was to not recommend change in the policy.

(Note – Tape 2; Side A – 9:30 p.m.)

Policy/Curriculum/Technology – Thomas Minotti said the committee met on July 20 and discussed Pay to Participate Policy #5139 that will be voted on next Tuesday at the Special Meeting of the Board. At the committee meeting, Dana Urban discussed a common school calendar and parent portal update, and Freeman Burr reviewed CMT results. Proposed minutes are posted. Next meeting is 8/17 at 9 a.m.

Personnel - Mike Pacowta said the committee met earlier to discuss stipend positions and the new Central Office position job descriptions.

Mike Pacowta moved to adopt the new Central Office position job descriptions as stated in the documents:

- **Supervisor/Coordinator of Special Education Pre K - 12**
- **Assistant Director of Special Education and Support Services**
- **Assistant Director STEM Education & Data Management**
- **Supervisor of Literacy, Assessment & Professional Learning**

Motion seconded by Thomas Minotti; vote 8-0; motion passed.

Mr. Pacowta said the job description for the Executive Director of Curriculum and Support Services needs minor edits and will be on the next agenda. A recommendation will be made to the Finance Committee regarding the wage and benefit parameters for the non-bargaining employees for 2010-2011. Freeman Burr was asked to email the job descriptions for the positions voted on tonight.

Finance – Arlene Liscinsky said the committee met earlier and minutes will be online.

Reports of Special Committees

CES – Arlene Liscinsky said CES will meet in September.

CABE – Kathy Yolish mentioned the CABE Convention date of November 19-20. She will provide members with a schedule of workshops.

Thomas Minotti thanked Diane Luther for making the adjustment from one superintendent to another and keeping the Board Members informed to the best of her ability. He said many times he called not wanting to bother Superintendent Burr and she was able to provide the information with ease.

Adjournment

Win Oppel moved to adjourn at 9:39 p.m.; seconded by Jay Francino-Quinn; vote 8-0; motion passed.

Diane Luther

Diane Luther

Recording Secretary – Board of Education

July 28, 2010