

**SHELTON BOARD OF EDUCATION
REGULAR MEETING
SHELTON INTERMEDIATE SCHOOL AUDITORIUM
675 CONSTITUTION BOULEVARD NORTH
DECEMBER 15, 2010**

The Board of Education met at 6:30 p.m. in the Faculty Dining Room to discuss personnel vacancies; possible non-tenure agreement; superintendent's contract. **Win Oppel moved to go into Executive Session** at 6:30 p.m.; seconded by Kate Kutash; vote 6-0; motion passed. Members present were Timothy Walsh, Arlene Liscinsky, Win Oppel, Thomas Minotti, Kate Kutash and Mike Pacowta. Jay Francino-Quinn arrived at 6:35 p.m. Invited to stay were Freeman Burr, James Brant, Attorney Chris Chinni and Lorraine Rossner (arrived at 6:35 p.m.). Mike Pacowta **moved to leave Executive Session** at 7:20 p.m.; seconded by Thomas Minotti; vote 7-0; motion passed.

Chairman Timothy Walsh called the Regular Meeting of the Board of Education to order at 7:30 p.m.

Roll Call: (alpha order)
Paula Ellis (excused)
John Francino-Quinn
Kate Kutash
Arlene Liscinsky, Vice Chairman
Thomas Minotti, Secretary (departed at 8:00 p.m.)
Win Oppel
Mike Pacowta
Timothy Walsh, Chairman
Kathleen Yolish (excused)

Initial quorum - 7 present; 2 absent
Quorum at 8:00 p.m. – 6 present; 3 absent

Board of Education Administration present:
Superintendent of Schools, Freeman Burr
Assistant Superintendent, Lorraine Rossner
Director of Finance, Allan Cameron
Interim Director of Human Resources, James Brant
Acting Executive Director of Curriculum, Instruction & Support Services, Kathy Bender

(1 tape 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.

Approval of Agenda and Addendum

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

Approval of Minutes

Mike Pacowta moved to approve the minutes of the Regular Meeting of November 17, 2010; seconded by Arlene Liscinsky; vote 7-0; motion passed.

Presentations

Certificates of Recognition were given to present and former Shelton Intermediate School Art Club students who illustrated a published book entitled The Yellow Dog With One Bad Eye. Advisor Susan Weir was commended for this project.

The Shelton High School Girls Soccer Team, Coach Marvin Miller and assistant coaches were recognized for achieving the CIAC Class LL State Championship. This is the first state title in the history of the girls soccer team and the first womens' sports title in 25 years for Shelton High School.

Two Shelton High School students were recognized for being named Student Athletes of the Month in October – Kelli Freer and Jordan Vidal.

Patrick Gillen, Shelton High School Wrestling Captain, was congratulated for being named Shelton Sports Person of the Year by the Fairfield County Sports Commission.

Superintendent Burr presented the CABA Board Leadership Award, which was accepted by Allan Cameron on behalf of the Board at the CABA annual conference in November. The Board received a previous award for leadership in 2007.

Freeman Burr gave an overview of the budget scenarios that were presented earlier at the Finance Committee meeting. Mr. Burr stated based on projections for health insurance, there could be an additional estimated cost savings of \$100,000; more precise information will be available in a month. With additional adjustments, the rollover amount would be approximately \$64,812,000, compared to this year's \$63,100,000. If the budget does not include unemployment, \$800,000 of new money would be required. The information will be finalized and posted on the website shortly.

Communications to the Board

A thank you note was received from Dr. Beth Smith on behalf of the high school staff for the reception the Board held to recognize staff and leadership for their work in preparation for the accreditation visit and for their professional standards maintained during trying times due to the threats over a four-week period.

(Note: Thomas Minotti departed at 8:00 p.m.)

Appointments

Win Oppel moved to appoint Heather Weatherly to the position of School Psychologist at Long Hill School; seconded by Arlene Liscinsky; vote 6-0; motion passed.

Win Oppel moved to appoint Sara Callahan to the stipend position of assistant boys' swim coach and to appoint Amy LaReau to the stipend position of drama club advisor at Shelton Intermediate School; seconded by Jay Francino-Quinn; vote 6-0; motion passed.

Mike Pacowta moved to continue the appointment of James Brant as Acting Human Resources Consultant through March 31, 2011; seconded by Arlene Liscinsky; vote 6-0; motion passed.

Mike Pacowta moved to approve the revised HVAC job description; seconded by Win Oppel; vote 6-0; motion passed.

Retirements

Superintendent Burr informed the Board of the following retirements:

Richard Oko, custodian at Long Hill School, effective January 3, 2011, after more than 14 years of service

Hildegard Szokol, special education teacher currently at Long Hill School, effective June 30, 2011, after more than 30 years of service

Resignations

Superintendent Burr informed the Board of the resignation of Alicia Leone, stipend position of girls' assistant lacrosse coach, effective October 25, 2010

Instructional Update

Freeman Burr reported on a congratulatory letter received from the State of Connecticut Department of Education regarding progress of our English Language Learners. The district's 2009-10 Language Assessment System results for the progress and proficiency benchmarks showed weighted results of 88.9% for those who made progress in attaining English Language Proficiency (AMAO 1) and 67.5% who attained English language proficiency (AMAO 2).

Superintendent Burr referred to last month's presentation on the progress monitoring of students with disabilities, which showed Shelton at one percentage point shy of achieving the statewide standard. Based on the data wall presentation by Kathy Bender and her team, Shelton will not be under continued oversight or management on the Focus Monitoring.

This past week, the first meeting was held of the Shelton Public Schools Strategic Plan 2014. The committee will have initial drafts ready for Board review in March.

A district retreat took place last week relative to the futures analysis conducted last summer regarding our students with disabilities. Two groups were formed with one addressing organization and operations and another working on finances. The action plans that were developed will become part of our school and district improvement plans. Allan Cameron noted that one recommendation made over the summer was to in-source OT, PT and language services, which resulted in a savings of \$154,000 over last year. David Marchitto spoke briefly about the findings of his group, including developing a means to better communicate with parents to help them understand the special education services. He said it was a productive meeting, and the staff was pleased to have the opportunity to share their concerns with the community. Freeman Burr stated the district improvement plan was worked on during the retreat. The objectives were finalized and most of the strategies have been put in place. Once finalized, a report will be given to the Board.

ITEMS VOTED ON

Mike Pacowta moved to approve the revised HVAC job description; seconded by Win Oppel; vote 6-0; motion passed.

Mike Pacowta moved to approve distribution of the incentive to the Superintendent per the contract for 2009-2010; seconded by Win Oppel; vote 5-1 (nay – Jay Francino-Quinn); motion passed.

Jay Francino-Quinn moved to approve the request of Shelton High School Girls Basketball to conduct fundraising activities during the 2010-2011 school year; seconded by Arlene Liscinsky; vote 6-0; motion passed.

Comments by the Board Chair

Chairman Walsh commented on the student recognitions held earlier, as well as the leadership award to the Board. He encouraged concerned parents to attend the upcoming budget meetings. Superintendent Burr discussed the Valley Chamber of Commerce recognition held this morning for the five students whose experiment will fly on the shuttle. The Board will postpone their recognition until the January meeting.

Reports by Standing Committees

Athletics – No report was given.

Building and Grounds – Win Oppel stated the committee did not meet. He has asked John Niski to compile a capital improvement suggestion list for our athletic facilities to be included in our budget document.

Cafeteria/Transportation – Kate Kutash stated the committee met on December 1. The breakfast programs are doing well. Perry Hill is serving 175 a la carte breakfasts per day; Shelton High School is serving 220; Shelton Intermediate School is serving 110. Breakfast programs (grab-and-go basis) will be added to Long Hill School and Sunnyside School on January 3. The bus situation continues to undergo revisions with the last and final wave after the holidays. All revisions then will be on the second tier. Another five buses will be split; all buses will be going to the intermediate school first and there will be no more shuttles. Many of the changes have been made based on drivers' advice. With the new setup, there will 17 dedicated Perry Hill buses; 15 dedicated at Shelton Intermediate; and 18 combined.

Policy/Curriculum/Technology – Lorraine Rossner reported the committee did not meet this month. A meeting will be held the second week in January.

Personnel – Mike Pacowta had nothing additional to report.

Finance – Arlene Liscinsky stated the committee met earlier for a presentation of two budget scenarios; one being a rollover budget with no major additions and keeping the status quo, with \$800,000 added for unemployment; the second scenario based on zero percent which would result in 19 certified staff layoffs and 31 additional. The committee felt the rollover budget would be the most prudent to present with minor adjustments. The committee would like to see add-backs of guidance counselors and media specialists.

Win Oppel moved to adopt the budget for 2011-12 as presented at the Finance Committee. The operating budget will be \$64,162,000 and an additional allocation of \$800,000 for mandated unemployment costs for staff reductions that took place with the implementation of our current budget. The total request is for \$64,962,000. Seconded by Arlene Liscinsky; vote 5-0-1 (abstention – Jay Francino-Quinn); motion passed.

Reports of Special Committees

CES – Arlene Liscinsky said there will be a meeting on January 3.

CABE – Nothing to report

Unfinished Business

Timothy Walsh commended Superintendent Burr for his performance to date. He reviewed and received Board consensus on the Superintendent's Performance Objectives for 2010-2011 as follows:

1. Formulate a strategy to deal with internal leadership succession:
 - Identify staff members who have both the interest and leadership potential to assume building and central office roles as these become available in the future.
 - Develop a “Leadership Academy” to nurture and grow future leaders.
2. Implement Phase I of STEM Pathway Implementation and broaden initiative to include a second pathway.
3. Devise a public relations strategy that “defines the message;” determine appropriate audiences along with the appropriate communication venues “to get the message out.”
4. Conduct bi-monthly communication meetings with Administrator and Teacher leadership.

Adjournment

Jay Francino Quinn moved to adjourn at 8:30 p.m.; seconded by Kate Kutash; vote 6-0; motion passed.

Diane Luther

Diane Luther

Recording Secretary – Board of Education

December 21, 2010