

**THE NORTH HAVEN BOARD OF EDUCATION  
5 LINSLEY STREET  
NORTH HAVEN, CONNECTICUT  
MINUTES**

Date: June 12, 2014

7:00 p.m.

**THIS MEETING WILL TAKE PLACE AT CENTRAL OFFICE, 5 LINSLEY STREET, NORTH HAVEN, CT 06473**

Attendance at this REGULAR Meeting: Anita Anderson, Goldie Adele, Bryan Bogen, Jennifer Caldwell, Jennifer Cecarelli, Alicia Clapp, Mathew Kerzner, Wesley O'Brien, Randi Petersen, Robert D. Cronin, Ph.D., Melinda McKenna, Director of Curriculum, Instruction and Planning, Kristine Carline, Director of Finance, Operations, and Personnel, Dana Corriveau, Director of Student Services

**1. Consent Agenda**

- a. Approval of the Minutes of May 7, 2014

Moved: to approve the minutes of May 7, 2014

Approved

MOVED: Mathew Kerzner  
SECOND: Bryan Bogen  
AYE: 9  
NAY: 0  
ABSTAIN: 0

**Items Removed from Consent Agenda:**

**2. Student Reports**

Mrs. Anderson thanked the student representatives for attending all of the Board of Education meetings throughout this school year. Mrs. Anderson congratulated Allison on graduating and wished her best wishes in college.

Jake Houston reported the following:

- NHHS annual concert on the green is scheduled for June 16, 2014 at 6 p.m.
- NHHS football program is holding their annual Spring Brawl which is to benefit Anthony Longley, a 7 year old suffering from Brain Cancer. This is at Vanacore Field at 6 p.m.
- Applications for the junior member of the Board of Education member are due Tuesday, June 17, 2014.

Allison reported the following:

- May 23, 2014 NHHS held their Senior picnic at Holiday Hill
- May 30, 2014 NHHS physics students had a field trip to Lake Compounce
- May 29, 2014 was Senior Awards Night at NHHS
- Mr. Giordano was NHHS Teacher of the Year
- Several induction ceremonies at NHHS (Science Honor Society, Math Honor Society, National Honor Society, and World Language Honor Society)
- This week is finals week for Juniors and Seniors and next week is finals for underclassmen
- Graduation is Thursday, June 19, 2014 @ 4 p.m.

**3. Chairman's Report**

Mrs. Anderson reported:

- Kindergarten enrollment has declined for next year. Originally we had budgeted for a third kindergarten teacher at Clintonville and Montowese, but with the current numbers coming in at kindergarten registration, we will only be required to have two kindergarten classes at each of those schools. This means that there are two positions which we budgeted for that we can use in other places in the district.
- Currently there is an art and music teacher positions that were "one year" positions and they will not be returning in the fall.
- Other positions to be discussed: two technology teachers at elementary schools, mental health personnel needed districtwide.

Mrs. Anderson recommended that the Board prioritize what positions are most needed in the event positions can be added over the summer. The Board of Education had some discussion with Brian Hutton, Music Program Coordinator. Mr. Hutton answered some questions regarding the changes in his department and what his plan would be with two less teachers. Mr. Hutton stated that although nothing has been officially decided to date, one possibility would be that the two instrumental music teachers be shared between the four elementary schools to ensure that all four schools across the district are equal regarding music lessons. The goal would be to have choir in all elementary schools, vocal teachers in each elementary school, general music in each elementary school, and all third graders districtwide would have recorders.

Dana Corriveau, Director of Student Services also answered some questions regarding the needs of her department districtwide. Mrs. Corriveau stated currently the district has 5.5 School Psychologists, and 5.0 school Social Workers, one Social Worker is split between Clintonville and Ridge Road and one is split between Green Acres and Montowese. There is one full time Social worker at Middle School, and two full time Social Workers at High School, one of which also works with Open Choice

Students/responsibilities. There are three Guidance Counselors at the Middle School and five Guidance Counselors at the High School. Mrs. Corriveau reported that Social Workers are spending the bulk of their time between handling crisis handling and direct caseloads (students that are assigned in the IEP, social skills groups, therapies, counselling, etc.) Example of Social Workers caseloads are:

- Social Worker between Green Acres and Montowese have 51 students
- Social worker between Clintonville and Ridge Road have 53 students
- Social worker at the Middle School has 52 students; and
- Social Worker at the High School has 64/127 students

These are not all students with IEPs. These caseloads can also be students that are at risk. As crisis occurs in certain buildings, Social Workers and Psychologists may go and help out in that particular school, taking time away from their home school.

School psychologists were scheduled to do 116 student re-evaluations, and referrals for new students were 102. Evaluations can typically take up 25 hours per student.

Mrs. Corriveau also spoke of the self-contained programs that have begun in the District in the past three years, with the goal of having less out of district placements and keep students here in the district. Mrs. Corriveau stated that these programs have also taken time away from the mental health employees at each school. Mrs. Corriveau reported by opening up these programs the district has saved four students at the elementary level from having to be placed out of district, by having this program in place along with highly skilled special education teacher, social worker and psychologist, and paraprofessionals. Mrs. Corriveau stated that it has taken a lot of hard work to do this and the students are in district, happy and making academic gains as well as social and emotional gains.

Mrs. Anderson asked Mrs. Corriveau what she would need. Mrs. Corriveau responded that she would need at least one school psychologist and two social workers. Mrs. Corriveau stressed the importance of being in compliance with the evaluations, and stated that it has been very hard to do so this year given the caseloads, and does not know how long we can continue without additional staffing.

Dr. Cronin stated that Mrs. Blythe, the Art Program Coordinator could not be at the Board of Education Meeting but he has spoken with her regarding staffing and she was looking at having one of the elementary schools served by the other elementary art teachers. For example, the Montowese art teacher would be at Montowese three days a week and for two days would go to another elementary school.

The Board Members agreed that the mental health positions should take top priority and that Dr. Cronin consider giving Dana Corriveau what she needed for the students.

1. Approval of the retirement of Denise E. Norko, mathematics teacher at North Haven High School

Moved: to approve the retirement of Denise E. Norko, mathematics teacher at North Haven High School

Approved

MOVED: Alicia Clapp  
SECOND: Goldie Adele  
AYE: 9  
NAY: 0  
ABSTAIN: 0

2. Approval of the retirement of Nora M. Nuclio, mathematics teacher at North Haven High School

Moved: to approve the retirement of Nora M. Nuclio, mathematics teacher at North Haven High School

Approved

MOVED: Alicia Clapp  
SECOND: Goldie Adele  
AYE: 9  
NAY: 0  
ABSTAIN: 0

3. Approval of the retirement of Amber Monteith, reading teacher at North Haven Middle School

Moved: to approve the retirement of Amber Monteith, reading teacher at North Haven Middle School

Approved

MOVED: Alicia Clapp  
SECOND: Goldie Adele  
AYE: 9  
NAY: 0  
ABSTAIN: 0

4. Approval of the resignation of Sherry Migliorini, resource technology at North Haven High School

Moved: to approve the resignation of Sherry Migliorini, resource technology at North Haven High School

Approved

MOVED: Matthew Kerzner  
SECOND: Wesley O'Brien  
AYE: 9  
NAY: 0  
ABSTAIN: 0

5. Approval of the extension of child rearing leave of absence of Kate Giamattei, art teacher, at Ridge Road Elementary School. Mrs. Giamattei is requesting that her leave extend through the 2014-2015 school year. She plans to return for the fall of 2015.

Moved: to approve the extension of child rearing leave of absence of Kate Giamattei, art Teacher at Ridge Road School

Approved

MOVED: Matthew Kerzner  
SECOND: Jennifer Cecarelli  
AYE: 9  
NAY: 0  
ABSTAIN: 0

6. Approval of a leave of absence for Rachel Sullivan, Grade 2 teacher at Montowese Elementary School. Mrs. Sullivan is expecting her second child in August. She plans to return to her position on January 5, 2015

Moved: to approve a leave of absence for Rachel Sullivan, Grade 2 teachers at Montowese Elementary School

Approved

MOVED: Matthew Kerzner  
SECOND: Bryan Bogen  
AYE: 9  
NAY: 0  
ABSTAIN: 0

7. Authorization for Superintendent to hire in July and August

Moved: to approve the authorization for the Superintendent to hire in July and August

Approved

MOVED: Matthew Kerzner  
SECOND: Goldie Adele  
AYE: 9  
NAY: 0  
ABSTAIN: 0

8. Approval of the Board of Education meeting dates for the 2014-2015 school year

Moved: to approve the Board of Education meeting dates for the 2014-2015 school year

Approved

MOVED: Matthew Kerzner  
SECOND: Wesley O'Brien  
AYE: 9  
NAY: 0  
ABSTAIN: 0

Mrs. Anderson made the following motion:

Moved: to add a motion to the agenda allow young students to make public comments at this time as It is getting late in the evening

Approved

MOVED: Jennifer Cecarelli  
SECOND: Matthew Kerzner  
AYE: 9  
NAY: 0  
ABSTAIN: 0

Moved: to allow the young students to make public comments at this time

Approved

MOVED: Jennifer Cecarelli  
SECOND: Matthew Karzner  
AYE: 9  
NAY: 0  
ABSTAIN: 0

**Student Public Comments:**

- Julia Faulkner, Clintonville student – presented the Board Members with letters/petitions from students regarding Ms. Hartney and the hope of keeping the music teacher's position.
- Meadow Carbone, Clintonville student – wanted to help save Ms. Hartney's position

**4. Report of Standing Committees**

**a. Finance and Operations**

1. Director of Finance and Operation's Report

Mr. Bogen reported:

- The financials through the end of May. He stated that the budget is on target and all obligations are being met. Mr. Bogen also reported that there was a large savings in oil and gas this year, totaling approximately \$130,000. He stated that the district had Green Acres topped off with oil. The Cafeteria Fund is also on target.
- The district is extending the bus contract for 3 years with an option for 2 more. This was discussed with the committee some months ago.
- The Board of Education approved a sick bank earlier in the year. He also reported that paperwork was sent to the teachers to sign up for the sick bank and the deadline was the end of the school year. Kristine Carling and Bryan Bogen will be two of the members of the Sick Bank Committee.
- The Healthy Foods Certificate will be voted at the Board Meeting. This is something that the State of Connecticut requires if you participate in the Healthy Food Initiative and it has to be approved every year.

2. Approval of the 2013-2014 Monthly Financial Report

Moved: to approve the 2013-2014 Monthly Financial Report

Approved

MOVED: Matthew Kerzner  
SECOND: Jennifer Cecarelli  
AYE: 9  
NAY: 0  
ABSTAIN: 0

3. Approval of the Healthy Foods Certificate

Moved: to approve the Healthy Foods Certificate

Approved

MOVED: Bryan Bogen  
SECOND: Goldie Adele  
AYE: 9  
NAY: 0  
ABSTAIN: 0

4. Approval of extending M & J Bus Company's contract for three years with an option for two more

Mr. Bogen reminded the Board Members that there was discussion earlier regarding the M & J Bus Company's contract. The Administrators, and Finance Committee feel that they have developed a good relationship with M & J and that they have been very accommodating to the district with any issues that have come up and feel very confident in extending their contract.

Moved: to approve the extension of M & J Bus Company's contract for three years with an option for two more

Approved

MOVED: Alicia Clapp  
SECOND: Anita Anderson  
AYE: 9  
NAY: 0  
ABSTAIN: 0

**b. Curriculum, Instruction and Planning**

Mrs. McKenna reported the following:

- NAEYC Update- Dana Corriveau shared the timeline and steps taken in the accreditation process
- NHHS Daycare Program Update- Kristine Carling and Melinda McKenna shared findings from program. Group discussed potential rate increase, as well as staffing.
- Summer School Update- Pre K- grade 4 Special Education summer school will be held at Ridge Road. Enrichment Summer school program will be held at Montowese.
- Grant Updates: Advanced Personal Finance, Carl D. Perkins & Carl D. Perkins Innovation Grant- Mrs. McKenna shared that the district has submitted the Innovation Grant. By the end of this week, we should be ready to submit the Advanced Personal Finance and Carl D. Perkins grants.
- Staffing for 2014-2015- Dr. Cronin shared the most up to date enrollment figures for the 2014-2015 school year. The group had discussion around the low kindergarten enrollment numbers at Montowese and Clintonville.
- Next meeting date to be determined- mid to late July.

**c. Director of Curriculum and Instruction Report** (see above)

**d. Building Committee**

Mr. Adele reminded the public that the Referendum on the new Middle School project is Tuesday June 17, 2014 at the Mildred Wakeley Recreation Center. He stated that the polls will be open from 6 a.m. – 8 p.m.

Next meet Building Committee Meeting is Monday, June 16, 2014.

**e. Policy Committee**

Mrs. Caldwell reported that the Policy Committee met June 9 2014

Mrs. Caldwell proposed an additional motion:

Moved: to add a motion to the agenda to rename the 2000 Series to become the 5000 Series Approved

MOVED: Matthew Kerzner  
SECOND: Anita Anderson  
AYE: 9  
NAY: 0  
ABSTAIN: 0

Moved: to rename the 2000 Series to become the 5000 Series Approved

MOVED: Matthew Kerzner  
SECOND: Bryan Bogen  
AYE: 9  
NAY: 0  
ABSTAIN: 0

1. Approval of revision to bylaw number 9325 – Minutes (attached)

Moved: to approve the revision to the Bylaws number 9325 – Minutes – the change being made is that the minutes would be available within 7 days of the meeting instead of 72 hours. Approved

MOVED: Matthew Kerzner  
SECOND: Wesley O'Brien  
AYE: 9  
NAY: 0  
ABSTAIN: 0

2. Approval of the second read to the following policies:

- a. Administrative Series (2000)
- b. School Facilities Series (3515)

Moved: to table the second read of the following policies:

a. Administrative Series (2000) Tabled

MOVED: Matthew Kerzner  
SECOND: Jennifer Caldwell  
AYE: 9  
NAY: 0  
ABSTAIN: 0

b. School Facilities Series (3515) Tabled

MOVED: Matthew Kerzner  
SECOND: Jennifer Caldwell  
AYE: 9  
NAY: 0  
ABSTAIN: 0

These two items have been tabled so that the Board of Education can read through them more thoroughly and approve at a later date.

The Board members discussed and agreed upon having some Policy Workshops to go over these policies more carefully to better understand what changes are needed to existing policies. Dates for said workshops will be discussed and set at the next Policy Committee Meeting scheduled for June 25, 2014.

**f. Athletic Committee**

Mrs. Petersen stated that the Athletic Committee met on June 11, 2014, and Mrs. Petersen reported:

- High School Ice Hockey Head Coach interviews took place on May 11, 2014. The interview committee comprised of Dr. R. Dallai, Principal, Mr. Andrew Pettola, Assistant Principal, Mr. Todd Petronio, Athletic Director, Ms. Randi Petersen, BOE Member, a representative of the Tomahawk Club, and others representing parents, coaches, and community members. After interviews were complete a decision was made and Mr. Petronio will go forth in offering the position. Should the candidate accept, the appointment will be formally announced at the next Board of Education meeting. Once the Head Coach announces his two assistant coaches and they are accepted, all coaches will have to meet all coaching certifications before off-ice conditioning and/or on-ice practices take place.
- Mr. Petronio stated he has updated the interviewing process for coaches to include a member of the Board of Education.
- Policies will soon be established allowing for team clubs/parent organizations to manage their own fundraising monies. Parents leading each team organization will be responsible of monies. It will be suggested at least two (2) parent names are placed on the organization's checking account. Fundraising funds will no longer go through Central Office. While coaches certainly have input as to how monies are spent, control of funds will be the responsibility of the organization's parent leaders.
- Any fundraisers with an expectation of raising more than \$1200.00 must be submitted to Mr. Petronio at least 30 days in advance of the fundraising event.
- Mr. Dave Montano and Mr. Andy Kastenhuber suggested the fundraising idea of selling advertising space to local businesses. Banners would be created advertising appropriate local businesses and hung on fences and other areas during athletic events. Mr. Montano and Mr. Kastenhuber will look into pricing, banner sizes, etc. and forward that information to the Athletic Committee for further discussion.
- Football field has been raked, inspected, and released for use by the Public Works Department. The Spring Brawl will take place on Friday, June 13, 2014.
- Mr. Petronio will establish a Facebook page and Twitter account with the sole purpose to disseminate information regarding North Haven Public School's athletic program. Mr. Petronio will be the facilitator of both accounts.
- The North Haven Educational Foundation received an anonymous donation to be used specifically for North Haven's swimming program. The donated funds will cover the cost of 2 touch pad meters, 1 microphone with a 25 foot cable, and shipping for all items.
- Next meeting to take place on June 25, 2014 at Central Office.

**5. ACES**

Mrs. Clapp reported that Dr. Edmondson is retiring and his retirement party was this week at Anthony's. Mrs. Clapp stated that there were 15,000 people trained at the PDI Center this year, including many of our North Haven employees. Mrs. Clapp reported in the Human Resource Department there were many comings and goings this year. There were four people that retired from ACES with a combined number of years of 162 years. Mrs. Clapp reported that ACES is putting a roof on Village and Mill Road Schools.

**6. North Haven PTA Council**

Mrs. Cecarelli reported that PTA Council met Monday, June 9, 2014. Mrs. Cecarelli reported that Middle School new officers were elected. Mary Quinn-Devine hosted Anita Schorr, the Holocaust survivor, as well as Afro Brazilian dancers, bingo night, fundraisers. Mrs. Cecarelli stated that much of the discussion was around getting the PTA Council to be a lot stronger than it is now and getting more people involved.

**7. Enrollment**

**8. Superintendent's Report**

Dr. Cronin reported the following:

- June 18, 19 and 20 are shortened days for students
- July Board of Education Meeting – Dr. Cronin asked that board members forward their vacation plans for the month of July so that he can determine whether or not to have the scheduled Board Meeting. Mrs. Anderson suggesting having the earlier discussed "Workshop" in July instead of the schedule Board of Education Meeting and resuming regular Board of Education Meetings in August.

**9. Public Comments**

- Grace Gavigan – commented on the art and music program
- Emily Smith – fully supports the mental health programs, as well as music and art.
- Jo Pappa Kenny – commented on the art and music program, and asked if they will be replaced down the road.
- Julie Bosenberry – encouraged the Board of Education to attend the concert on the green this Monday, June 16, 2014
- Kate Cyak – commented on that all schools should be equal regarding music and art
- Sandy Pavkov – commented on the music program and stated that vocal and instrumental teachers are very different and do not feel teachers can switch position and be effective.
- Michelle Spader – commented on referendum for the North Haven Middle School Project, reminding everyone to go out and vote

**10. Executive Session:** for matters of personnel

Moved: to enter into executive session for matters of personnel @10 p.m.

Approved

MOVED: Alicia Clapp  
 SECOND: Jennifer Cecarelli  
 AYE: 9  
 NAY: 0  
 ABSTAIN: 0

**11. Adjournment**

Moved: to adjourn at 10:35 p.m.

Approved

MOVED: Alicia Clapp  
 SECOND: Randi Petersen  
 AYE: 0  
 NAY: 0  
 ABSTAIN: 0

Respectfully submitted,

*Anita Anderson*

Anita Anderson,  
Chairman