

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

MINUTES

Date: September 11, 2014

6:30 p.m.

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

Attendance at this REGULAR Meeting: Anita Anderson, Wesley O'Brien, Bryan Bogen, Alicia Clapp, Jennifer Caldwell, Matthew Kerzner, Goldie Adele, Randi Petersen, Jennifer Cecarelli, Matthew Kerzner and Robert D. Cronin, Ph.D., Superintendent of Schools, Melinda McKenna, Assistant Superintendent of Curriculum and Instruction, and Kristine Carling, Director of Finance, Operations and Human Resources.

Moment of Silence remembering the tragedy of 9/11

1. Consent Agenda

- a. Approval of the Minutes of August 14, 2014

Moved: to approve the items on the Consent Agenda

Approved

MOVED: Bryan Bogan
SECOND: Wesley O'Brien
AYE: 9
NAY: 0
ABSTAIN: 0

Items Removed from Consent Agenda:

2. Student Reports

Mrs. Anderson introduced the new Student Representative from North Haven High School, Larissa Ostrinski. Larissa is a junior at North Haven High School.

- Freshman have been settling in well
- Fall sports have begun
- Elections for class office will be starting
- Auditions will begin for the fall play this Wednesday. The musical will be The Sound of Music

3. Chairman's Report

Mrs. Anderson asked the Board of Education members to introduce themselves and tell a little about themselves.

Mrs. Anderson assigned each Board member to a school. Assignments are as follows:

Wesley O'Brien – North Haven Middle School
Randi Petersen – Green Acres
Alicia Clapp – North Haven High School
Bryan Bogen – North Haven High School
Jennifer Cecarelli – Ridge Road
Jennifer Caldwell – North Haven Middle School
Matthew Kerzner – Montowese
Goldie Adele – Clintonville

4. Report of Standing Committees

a. Finance and Operations

1. Director of Finance and Operation's Report

Mr. Bogen reported that Finance and Operations met this evening. Mr. Bogen stated it is the beginning of the school year, therefore all numbers will start to come in next month and will be shared with the Board. Mrs. Carling began the application process for security grant (which will be used mostly at High School, where there is lacking security). Mrs. Carling stated that half day lunches will be implemented in October.

2. Approval of the 2014-2015 Monthly Financial Report

Moved: to approve the 2014-2015 Monthly Financial Report

Approved

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

Curriculum, Instruction and Planning

- Mrs. McKenna provided the group with 2013-2014 assessment results (CMT, CAPT, AP & SAT).
- Class enrollment numbers were provided.
- New faculty information was given out and the group discussed positions that were filled over the summer.
- Mrs. McKenna shared Open Choice numbers and the group discussed the elementary transition for new students from New Haven. We are working with ACES to put structures in place to create smooth transitions for students.
- Mrs. McKenna shared an update provided by Mrs. Corriveau. Four district students are attending the Hamden Collaborative Learning Center (HCLC). Our students have made a smooth transition.
- Mrs. McKenna shared the list of assured Elementary Field Trips that was proposed by Jill Metz (K-12 Social Studies Coordinator) and Patti White (K-12 Science Coordinator). The group added on a spring trip to the Wallingford Voag Program as an option for kindergarten classes. The group discussed having a form for all field trips to come through C & I for approval (in and out of state). The group will determine if field trips above and beyond the assured trips are appropriate. The group discussed a field trip request to Beardsley Zoo, this field trip is being declined due to cost.
- Mrs. McKenna shared information about a Reading Survey for K-3 teachers that the CT State Department of Education is requiring all teachers who teach K-3 participate in. The district will work to provide support and time for teachers to take this survey.
- Mrs. McKenna shared handouts from the opening Professional Development day which focused on SEED. The group also discussed Teacher Rounds which we will be doing with year to give teachers an opportunity to learn from each other and to reflect on teaching and learning.

- Patti White joined the group to discuss a textbook proposal for a new Biology textbook. She recommended the book Exploring Life, Campbell. The groups spent time discussing the cost and the publishing date. The textbook was approved by the group.
- Mrs. McKenna spoke to the group about piloting a reading assessment (MAPS- Measure of Academic Progress) at the middle school level for students who are in the reading classes there. This would give us a way to track student progress and determine areas of reading weakness that instruction can be targeted for students.
- Mrs. McKenna shared that the district was awarded additional Perkins Grant funds to develop an Advanced Personal Finance course. Planning will be done this year and the course will be offered next year. The district has also been awarded coaching days from a grant written to the CSDE during the summer.

Mrs. McKenna also gave a recap of the Open Choice students coming into North Haven at the elementary level. She stated that the administration in North Haven is keeping in close contact with Open Choice and placing students appropriately.

1. Resignation of Barbara Cahill, Special Education Aide at Clintonville Elementary School

Moved: to approve the resignation of Barbara Cahill, Special Education Aide at Clintonville Elementary School

Approved

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

2. Resignation of Dawn Guarino, part time Paraprofessional at the preschool at Green Acres Elementary School

Moved: to approve the resignation of Dawn Guarino, part time Paraprofessional at the preschool at Green Acres Elementary School

Approved

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

b. Building Committee

Mr. Adele reported that the Building Committee met this week and selected a construction manager out of Glastonbury, who attended the meeting. Mr. Adele stated that they have been working on construction documents and approvals of contracts. Mr. Adele stated that everything is moving along and on track so far. The Building Committee will meet again next Monday.

c. Policy Committee

1. Policy committee update

The committee met on 9/4/14 and revised policy 2400 based on board feedback from the July policy workshop. We reviewed policies 3000-3453 and made additional changes in preparation for the next policy workshop. Our next meeting will be held on 9/18/14. We will begin with policy 3453. The next set of policies that we will look at is the 5000 series, since that is the series that impacts students and will have many policies that we need to have in place to meet new state regulations.

2. Advisory committee update

Advisory committee- Will meet every other and will provide stakeholder input. Originally it was formed to inform the policy committees as we move through the revision process. We would like to re-adjust plan so that the advisory committee can provide stakeholder input to the board in general, not just in regards to policy. We will need additional volunteers at schools in terms of both teachers and parents. In addition we need to have board members volunteer to attend and assist in running the advisory committee.

3. Policy workshop update

The next policy workshop is set for October 23, 2014. We will review policy 2400 and all non-instructional policies in the 3000 series. Board members will receive updated and edited versions of these policies prior to the October board meeting. The first read of these policies will be at the October board meeting and the second read as well as vote on adopting the policies will be done at the October 23rd workshop

d. Athletic Committee

Fundraising

- Banner Fundraiser
- -Dr. Cronin is going to contact legal advice regarding the banner fundraiser, making sure we are in compliance with Title IX guidelines.
- -Dr. Cronin reported he met with Mr. Freda and Mr. Swinkoski regarding the banner fundraiser and both were in support of the program.

Fields

- Phil Diana and Kristine Carling will begin to get estimates to install a warning track for the High School Varsity softball field. Mr. Diana supported the idea of installing the track before the winter season as opposed to in the Spring.
- "No Trespassing" signs will be posted at all BOE fields. The use of BOE fields must be approved; outside leagues are not allowed to use the fields without permission. The reason for this is to insure the safety of our students/athletes as well as to enable Phil Diana and his team to maintain the fields appropriately.

Maintenance

- Discussion regarding the watering, seeding, and general maintenance of athletic fields. Mr. Diana talked about the watering system explaining it runs about 20 hours per day for various time segments in multiple areas. The efficiency of the system as it works now was questioned and Mrs. Anderson suggested Mr. Diana and Mr. Petronio review the current system and make suggestions for environmental as well as financial efficiency.

Personnel

- Coaching vacancies will be posted as needed

Additional Information

- Mr. Petronio is in the process of setting up a Facebook page. A Twitter account has been established. Information for both will be given to the students.
- Fall parent meeting is scheduled for September 8, 2014 at 6:00pm in the high school auditorium.

1. Approval of a donation of a batting cage from Dave Montano, a North Haven resident

Moved: to approve the donation of a batting cage from Dave Montano
a North Haven resident

Approved

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

5. ACES

Mrs. Clapp reported that ACES met today and discussed the following;

- Great opening at ACES
- Hired large number of staff
- Leased a condominium on Audubon street that will be used for supplemental classrooms
- Looking at space in Middletown for Early Start Program
- Looking at a program called iReady, which is computer based, measuring students growth for students who are unable to take standardized tests
- Extended Wintergreen lease
- Submitted application to homeland security

6. North Haven PTA Council

Mrs. Cecarelli reported that PTA Council has not met to date. There is going to be some changes in leadership.

7. Enrollment

8. Superintendent's Report

Dr. Cronin reported the following:

- Enrollment numbers
- Review of the start of the year activities
- Review of the Administrative Council Meeting
- Review of the Convocation
- Dr. Cronin visits one school each morning, as well as attending staff meetings at each school
- District Improvement Plan
 - Five goal areas. Two additional goals were added. They are: planning for student engagement and improving the achievement of the lower 25% of students

9. Public Comments

- Dot Logan – visited Montowese and NHHS and was very impressed with how clean the school and nice to see all students engaged in classrooms. Also commented on the unified sports program and posting for a coach. Mrs. Logan commented on policies regarding hiring and approving the hirees.
- Kathy Verzi – sons chorus class at the Middle School has 52 students

10. Executive Session: for matters of personnel/legal matters

Moved: to go into Executive session for matters of personnel/legal matters
at 8:04 p.m.

Approved

MOVED: Matthew Kerzner
SECOND: Randi Petersen
AYE: 9
NAY: 0
ABSTAIN: 0

Entered into public session at 8:55 p.m.

11. Adjournment

Moved: to adjourn at 8:55 p.m.

Approved

MOVED: Randi Petersen
SECOND: Matthew Kerzner
AYE: 9
NAY: 0
ABSTAIN: 0

Respectfully submitted,

Anita Anderson

Anita Anderson,
Chairman