

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

Date: May 14, 2015  
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, Goldie Adele, Bryan Bogen, Jennifer Caldwell, Jennifer Cecarelli, Matthew Kerzner, Kristine Carling, Director of Finance, Operations, and Human Resources, Melinda McKenna, Assistant Superintendent, and Robert D. Cronin, Ph.D., Superintendent of Schools

Alicia Clapp and Randi Petersen were absent.

**1. Presentation from the North Haven Middle School Building Committee**

Update on the North Haven Middle School Project from:

Joe Costa from Perkins Eastman, Joe Banks from Perkins Eastman, Chuck Warrington, the Project Manager from Collier International, and Kerri Kratz, Construction Manager from Gilbane, were in attendance to present and answer any questions the Board of Education member may have.

Chuck Warrington, Project Manager from Collier International, reported that they did commence with OSF and did the point completion test, and ultimately received approval to go to bid on April 15, 2015. He stated that since that time Gilbane put the project out to advertise. Mr. Warrington stated that they have had a pre-bid meeting on May 6, 2015, and today (May 14, 2015) there was a walk through on the site and there are quite a few bidders showing interest in this project. He reported that the bids are due later this month (May 28, 29, 2015).

Kerri Kratz explained how the project has been planned out and what to expect next as far as the process regarding the construction project. She further reported that the first phase will begin with the groundbreaking in June and work through the summer months working on the the new bus loop and temporary parking, as well as the building of the north classrooms (on the current parking area). The first year there will be no impact on the existing school.

Second phase will be the administrative wing, auditorium, cafeteria, kitchen, and music.

Third phase will be the gymnasium and locker rooms.

The athletic field will be done at the very end of the project.

At the beginning of the 2016-2017 school year the students will be in the new classrooms.

There will be some temporary areas during the construction process; for example music area and cafeteria areas, etc. The cooking for the cafeteria will probably take place at the High School and be brought over to the Middle School.



**4. Chairman's Report**

- a. Presentation by Russell Dallai of the North Haven High School Student Success Seminar and Tier III Intervention Program

Dr. Dallai explained in detail the North Haven High School success Seminar and the Tier III Intervention Program and answered all questions the Board of Education had.

**5. Report of Standing Committees**

**a. Finance and Operations**

- 1. Director of Finance and Operation's Report

Mr. Bogen reported:

- Budget is trending nicely
- There is a positive cash flow
- Purchase orders are being closed out district wide
- Perkins Grant was submitted to the State of Connecticut
- Health Foods Certificate completed and being submitted to the State of Connecticut

- 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: 7  
NAY: 0  
ABSTAIN: 0

- 3. Approval of the Healthy Foods Certificate with exception that food items do Not meet the Connecticut Nutrition Standards which are excluded

Moved: to approve the Healthy Foods Certificate with exception that food items do Not meet the Connecticut Nutrition Standards which are excluded Approved

MOVED: Mathew Kerzner  
SECOND: Goldie Adele  
AYE: 7  
NAY: 0  
ABSTAIN: 0

- 4. Approval of the following resolution:

WHEREAS, the North Haven High School construction project is completed (including all punch list items) and all bills and contractors have been paid;

NOW THEREFORE, it is hereby resolved that the North Haven High School Construction project is accepted as complete and the Superintendent is Authorized to file an EDO49F and such other documents as are required by the Office of School Facilities and Connecticut law.

Moved: to approve the following resolution:

WHEREAS, the North Haven High School construction project is completed (including all punch list items) and all bills and contractors have been paid;

NOW THEREFORE, it is hereby resolved that the North Haven High School Construction project is accepted as complete and the Superintendent is Authorized to file an EDO49F and such other documents as are required by the Office of School Facilities and Connecticut law.

Approved

MOVED: Matthew Kerzner  
SECOND: Bryan Bogen  
AYE: 7  
NAY: 0  
ABSTAIN: 0

Moved: to rescind the motion above motion regarding the NHHS project

Approved

MOVED: Jennifer Caldwell  
SECOND: Wesley O'Brien  
AYE: 7  
NAY: 0  
ABSTAIN: 0

The Board of Education requested that this be tabled until June. Mrs. Anderson would like more information/clarification from Attorney Jeff D'Onofrio.

#### **b. Curriculum, Instruction and Planning**

Mrs. McKenna reported the following was discussed at the May meeting:

- Tier III Intervention Program for Students at Risk of Dropping Out Proposal- Dr. Dallai and Kristine Blauvelt joined us for this discussion. Dr. Dallai provided the group with an overview of his proposal and will do a full presentation to the board in July or August. The C & I committee approved this proposal and Dr. Dallai will work with the staff at the high school, Kristine Carling (Director of Finance) and the union to establish teacher stipends and allocate funds. With the committee's approval to move forward, Dr. Dallai can begin to lead work at the building level to put this program in place.
- Freshman Academy Proposal- Dr. Dallai joined us to share this proposal. Dr. Dallai shared that they would like to change the name of this program to Student Success Seminar and that it be a .25 course offering. Dr. Dallai will present this proposal to the full board at May's BOE meeting. With board approval, more work will need to be done at the building level to determine which teachers should teach these courses and to determine schedules for both students and teachers. Consideration needs to be given to the impact on class sizes and teacher certification.
- NAEYC Accreditation Update- Dana Corriveau joined us to provide an update. She shared a portfolio that the teachers in the program are currently working on. Dana shared the work that has been done to date and reported that the development of Program Portfolio is next. The application has been submitted and they will host a site visit next spring.
- Nature's Classroom- The group discussed Nature's Classroom and ways that all students in the district can have this experience. This will continue to be an agenda item.
- Club Proposal: "Girl Up"- Club approved and C & I group would like to have student clubs present out at future BOE meetings to highlight the good work they are doing.
- Added agenda item: Textbook Adoption- Mrs. McKenna asked the group if they would be willing to discuss two Textbook Adoption Protocols that were submitted after the C & I packets were sent out. The group agreed and they adopted Foundations of Personal Finance for the Advance Personal Finance Course (funded by the Perkins Grant) and Reflections: Patterns for Reading and Writing for the Senior English Pathways Grade 12 Course.
- Kindergarten screening/enrollment complete
- District PD/SEED committee has been working on teacher evaluation submission plan. Committee comprised a handbook to be distributed districtwide to teachers

#### **c. Building Committee**

Mr. Adele reported that a Solar Company has made a proposal to install solar panels that will supply about 30 percent of the electricity of the building. Mr. Adele stated that this will save the district a lot of money. The Building Committee was very receptive of this idea, however it will have to go out to bid.

See above update of the North Haven Middle School Building Committee

**d. Policy Committee**

1. Approval of the Transportation Policy

Moved: to approve the Transportation Policy

Approved

MOVED: Wesley O'Brien  
SECOND: Anita Anderson  
AYE: 7  
NAY: 0  
ABSTAIN: 0

2. Approval of the Community Use of Facilities Policy 3515

Moved: to approve the Community Use of Facilities Policy

TABLED

3. Approval of the New Fee Schedule for Facility Rentals  
For 2015-2016

Moved: to approve the New Fee Schedule for Facility Rentals for 2015-2016

TABLED

These two action items will be brought back on June's agenda to be approved once further information is given.

4. First read of selected 5000 Series
5. Discussion of upcoming policy workshop

**e. Athletic Committee**

1. Anita Anderson began with 3 points of discussion to be addressed in the near future.
  - a. We need to have one Democratic representative on the Athletic Committee
  - b. We will be evaluating the Athletic Committee's meeting schedule in the near future
  - c. Committee self-evaluation – Are we meeting goals we had originally set at the onset of the committee?
2. Correspondence/Awards
3. Unfinished Business – Budgetary New / returning sports
  - a. Wrestling
  - b. Girls Rugby
  - c. Gymnastics

- d. Freshman Girls Lacrosse

BOE members received information and discussion will take place at the BOE meeting on May 14th.

4. Fundraising – none

5. Fields - Waiting for STEAP grant

6. New Business

- New standards regarding concussions, awareness of cardiac issues,
- Road Runs (off site running) – cross country/track and field
- Safety (snow banks in winter, street safety where sidewalks do not exist)
- Reflector vests have been purchased/donated to improve safety
- Discussion regarding ways/places to have athletes practice in the safest of conditions.
- Planning a running trail that predominantly has sidewalks
- Wearing team shirts
- Non-sanctioned Field Trips (ex. Soccer team traveling abroad, cheerleading)
- Teams may travel, however if it is not school sanctioned, trips cannot be organized on campus, meetings can't take place on campus, computers cannot be used, buses cannot pick up/drop off anywhere on campus, etc. Planning/execution of trips cannot have any affiliation with the North Haven Public Schools

7. Placement of donated batting cage has to be equally accessible by both boys' and girls' sports according to Title IX requirements. One possible location is Brook Field and is being looked into.

Next meeting will be Tuesday, June 9<sup>th</sup> at 5:30

1. Approval of the proposed NHHS Girls Rugby Club

Moved: to approve the proposed NHHS Girls Rugby Club for the 15-16 school year and Pending appointment of teacher advisor and pending successful negotiation of a stipend

Approved

MOVED: Anita Anderson  
SECOND: Jennifer Cecarelli  
AYE: 7  
NAY: 0  
ABSTAIN: 0

Mr. Owen made a brief presentation of the Girls Rugby Club to the Board of Education and answered all of their questions/concerns regarding such club.

**6. North Haven Education Foundation**

Mr. Kerzner reported that June 27, 2015 is the All Alumni Class Reunion at North Haven High School, from 11-3, the Spelling Bee raised \$7,600. Mr. Kerzner also had questions on behalf of the NHEF regarding a request for 30 iPads for students at the Middle School. There was some discussion regarding the iPad request and the process of the funds being approved.

**6. ACES** – No ACES report this month

**7. North Haven PTA Council**

The PTA Council met on April 20, 2015 at 7:00 in the NHHS Media Center.

Represented groups were Ridge Road School, North Haven Middle School, North Haven High School, and the NHEA.

Ridge Road shared that their variety show will be June 11, and 5<sup>th</sup> Grade Recognition will be on June 15<sup>th</sup>. They had a successful Spirit Wear sale, and Grade 5 and 4/5 ID had an excellent trip to Nature's Classroom. Ridge Road was also treated to a pre-trip concert by the NHHS Choral and Jazz ensembles.

North Haven Middle School reported several successful fundraisers, including: box Tops, Sky Zone and Chipotle. Their next Chipotle fundraiser is on June 4<sup>th</sup> from 2-6 pm.

North Haven High School shared the success of several events including the 30<sup>th</sup> Mr. North Haven Pageant, which was won by Tom Mitchell. They hosted Diversity Day activities with many very successful student-run groups, in addition to an Eyewitness to History event. The 20<sup>th</sup> North Haven Road Race was held on May 3<sup>rd</sup>, and the Italian Club hosted a pasta dinner to benefit Hunter Pageau .

The NHEA shared their disappointment in the BOE budget, stating that they felt the amount requested from the town should have been greater. They also shared their opposition to SBAC and other high-stakes testing.

The next PTA Council meeting will be held on Monday, June 15<sup>th</sup> at 7:00.

**8. Superintendent's Report**

- NHMS 8<sup>th</sup> Grade Recognition Ceremony will be June 18 10:30 a.m. at NHHS
- The last three days of elementary (1:00) and Middle School (12:00) will be early dismissals
- Getting school reports from each school with student/staff accomplishments, one being Karen Ciarleglio and Natasia Domina . They are members of the Dream Team for the State of Connecticut. This is quite an honor that two of North Haven's teachers were selected for this.
- Next month will receive a modified Board Agenda for next year

a. Revision and approval of the 2015-2016 School Calendar

Moved: to approve the revision of the 2015-2016 School Calendar

Approved

The last day of school moved from June 10, 2015 to June 9, 2015. There were 182 days on the previously approved calendar. This change corrects that to 181 days of school.

MOVED: Jennifer Cecarelli  
SECOND: Bryan Bogen  
AYE: 7  
NAY: 0  
ABSTAIN: 0

**9. Enrollment**

**10. Public Comments**

**11. Executive Session:** for matters of personnel/legal matters if needed

Moved: to move into Executive Session for matters of personnel/legal matters at 8:50 p.m.

Approved

MOVED: Wesley O'Brien  
SECOND: Jennifer Cecarelli  
AYE: 7  
NAY: 0  
ABSTAIN: 0

**12. Adjournment**

Moved: to adjourn at 9:15 p.m.

Approved

MOVED: Goldie Adele  
SECOND: Jennifer Cecarelli  
AYE: 7  
NAY: 0  
ABSTAIN: 0

Respectfully submitted,

*Anita Anderson*

Anita Andersen, Chairman