

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

Date: July 9, 2015
6:35 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, Randi Petersen, 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

Mrs. Anderson made the following Motion:

Moved: to add an action item on the agenda Approved

MOVED: Bryan Bogen
SECOND: Matthew Kerzner
AYE: 8
NAY: 0
ABSTAIN: 0

Moved: Authorization to apply to the State of Connecticut District Technology Upgrade to Support the Transition to the New Standards. Approved

Mrs. Anderson further explained that North Haven applied for and voted on this grant earlier in the year and the State of Connecticut came back and said they were not going to do this, but have since come back and said they are going to issue this grant but the district needed to re-apply.

MOVED: Wesley O'Brien
SECOND: Bryan Bogen
AYE: 8
NAY: 0
ABSTAIN: 0

1. Discussion regarding acceptance of the North Haven High School Building Project

Attorney Jeff D'Onofrio explained the process of the closing piece of the North Haven High School Building, and now that all of the litigation has been settled, the State requires the Board of Education to accept the project as being complete. He answered some questions the Board of Education members had to clarify why it is being done at this time.

2. Presentation from Johnson Controls discussing Energy Series Performance Contract

Susan Doscow, Account Manager from Johnson Controls gave a brief presentation regarding the Energy Series Performance Contract for the district schools. Her goal is to drive down energy costs districtwide, and explained how Johnson Controls is helping the Town and the Schools to do so.

3. Consent Agenda

- a. Minutes of May 14, 2015
- b. Approval of the 2015-2016 Board of Education meeting dates
- c. Approval of the retirement of Marie Santore, Language Arts Consultant
- d. Approval of the resignation of Abigail Walston, Science Teacher at NHHS
- e. Approval of the resignation of Alan Tancrefi, Social Studies teacher at NHMS
- f. Approval of the resignation of Ashleigh Hahn, Choral Teacher at NHHS
- g. Approval of the resignation of Laura Choquette, Music Teacher at Montowese
- h. Approval of the resignation of Jennifer Cruver, TLS Special Education teacher at Montowese
- i. Approval of maternity leave for Tara Girard, Grade 1 Teacher at Green Acres

- Elementary School. Tara will return to work on November 2, 2015.
- j. Approval of request from Tracey Romberg, Mathematics Program Coordinator Tracey is on Maternity Leave and would like to return to school in August 2015 and work three days a week for the entire 2015-2016 school year. She would return to five days a week again beginning 2016-2017 school year

Approval of the Consent Agenda

Moved: to approve the Consent Agenda as amended below

Approved

MOVED: Matthew Kerzner
SECOND: Bryan Bogen
AYE: 8
NAY: 0
ABSTAIN: 0

Items Removed from Consent Agenda:

- Approval of the 2015-2016 Board of Education meeting dates

Board needs to change the 2015-2016 Board of Education Meeting dates due to lack of quorum in August.

Mrs. Anderson explained that many Board Members will be on vacation the week of August 13th and there would not be a quorum.

Moved: to change the August 13, 2015 Board of Education Meeting to August 6, 2015

Approved

MOVED: Randi Petersen
SECOND: Jennifer Cecarelli
AYE: 8
NAY: 0
ABSTAIN: 0

- Approval of request from Tracey Romberg, Mathematics Program Coordinator Tracey is on Maternity Leave and would like to return to school in August 2015 and work three days a week for the entire 2015-2016 school year. She would return to five days a week again beginning 2016-2017 school year

Further discussion is needed and will be done during Executive Session.

4. Student Reports – No Report

5. Chairman's Report

Mrs. Anderson reported:

- Thank you to Dr. O'Brien for his graduation speech in her absence
- Congratulated Goldie Adele and his wife on the birth of their daughter.
- Ground Breaking Ceremony for the new North Haven Middle School on Thursday, July 16, 2015 at 9 a.m.
- Alicia Clapp resigned from the Board of Education effective June 20, 2015. Mrs. Anderson stated that Mrs. Clapp was a member of the board of Education for 20 years. Prior to that she was a teacher in the North Haven District. She has been involved in the education system for her whole career. Mrs. Anderson stated that Mrs. Clapp was always there to help her when she came on board as a Board Member, as well as when she became Chairperson of the Board of Education. Mrs. Anderson also stated that Mrs. Clapp has been a great mentor to her and will be missed, wishing her all the best and thank her for all of her hard work in the district.

6. Report of Standing Committees

a. Finance and Operations

Mr. Bogen reported that another board member will be needed to replace Mrs. Clapp on the Finance and Operations Committee. Mrs. Anderson volunteered to fill in until it was filled permanently.

1. Director of Finance and Operation's Report

Mrs. Carling stated the following was discussed at the Finance and Operations Meeting:

- All obligations for the 2014-2015 have been met
- Was able to transfer \$100,000 to the Board of Education Capital Fund
- Technology grant - \$72,000.00- getting portable writing tablets for some departments at the High School.
- Retiree Insurance – discussion
- Bus Contract – M&J was the low bid. They will have a 5 year contract which will be renewed annually unless the district is not satisfied. Further discussion regarding the purchasing of gas and the process that will take place.

2. Approval of the 2014-2015 Monthly Financial Report

Moved: to approve the 2014-2015 Monthly Financial Report

Approved

MOVED: Bryan Bogen
SECOND: Matthew Kerzner
AYE: 8
NAY: 0
ABSTAIN: 0

3. 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: Wesley O'Brien
SECOND: Bryan Bogen
AYE: 8
NAY: 0
ABSTAIN: 0

4. Selection and approval of bus contractor (documents to follow)

Moved: to approve the bus contractor with the contingent upon M&J agreeing to the Board of Education renewing the cap on gas on a yearly basis

Approved

MOVED: Bryan Bogen
SECOND: Matthew Kerzner
AYE: 8
NAY: 0
ABSTAIN: 0

George Sottile, District Manager and Patricia Iraci, Director from Chartwells presented a price increase for the breakfast and lunches in the district schools in forming the Board of Education it will increase \$.10

5. Approval of the 2015-2016 breakfast/lunch price increase

Moved: to approve the 2015-2016 breakfast/lunch price increase

Approved

MOVED: Matthew Kerzner
SECOND: Goldie Adele
AYE: 8
NAY: 0
ABSTAIN: 0

b. Curriculum, Instruction and Planning – No meeting in July

Mrs. McKenna shared:

- English as a Second Language students: Mrs. McKenna annually writes a grant for Title III funding which is used for ESL students – since we are a district that is considered to have a low ESL population we have to join in with the ACES Consortium to get this funding (Approximately \$8000).

She reported that each year, North Haven is required by the state department to administer an assessment to our English Language Learners- this assessment is called the LAS links assessments. Starting last year, a new form of the assessment was given and the tests were sent out and scored by the state. Each year, the state looks for districts to make a certain amount of growth- this is tied to No Child Left Behind legislation. North Haven was notified that the ACES Consortium, as well as the district did not make the annual measurable achievement objectives set by the state department for 2013-2014. The data comes a year behind. We will be including goals for ESL learners in our district and school improvement plans. I will continue to find ways to increase ESL intervention time for our students- currently we have 1 ESL teacher who services the 4 elementary buildings and the high school reading teacher has serviced the middle and high school- this past year, Mrs. McKenna wrote into the Title III grant to use the funds for a tutor to help provide additional service- It is her plan to do the same this year and to continue to find ways to provide more services.

- Update regarding SBAC Testing
- Mrs. McKenna thanked Nancy Leddy from Community Services and all of the volunteers who worked with her to make Project Graduation such a success. The District is very grateful for all of their efforts and hard work. Dr. Cronin stated that he would like to meet with Mrs. Leddy regarding Project Graduation, in hopes of getting the school district more involved in that event.

c. Building Committee

Mr. Adele reported that the Building Committee met and the Ground Breaking Ceremony is next Thursday, July 16, 2015 at 9 a.m. Mr. Adele stated that site work has begun already at the Middle School. He reported that there was a rebate on the HBAC equipment. This had to go back out to bid again, but has no impact on project. Mr. Adele also reported that the Solar Power bid went out, however no contract has been signed until it is discussed further by the committee and questions are answered, as there are many unanswered questions regarding the warrantee on the roof having such solar panels.

d. Policy Committee

Mrs. Caldwell reported that most of the 5000 Series is complete and the committee is now working on the 4000 Series. Mrs. Caldwell explained the process of the Board Self-Assessment and discussed which of the formats they should use. This self-evaluation should be done on a yearly basis.

1. Discussion regarding Policy #3453 School Activity Funds

Mrs. Carling updated the Board of Education regarding concerns with the class funds with further discussion about what to do with balances left over by previous classes within the student welfare accounts. Mrs. Caldwell proposed that if there is money left the graduating class that it roll over to the next class fund, to help them with all of their senior expenses.

Moved: to add an action item to this agenda

Approved

MOVED: Matthew Kerzner
SECOND: Jennifer Cecarelli
AYE: 8
NAY: 0
ABSTAIN: 0

Moved: to approve revision on Policy #3453 stating that any funds left over in a "class fund" be transferred into a "Senior Class Activity Fund" account to be used by the next graduating class beginning with the 2016 graduating class

Approved

MOVED: Anita Anderson
SECOND: Jennifer Caldwell
AYE: 8
NAY: 0
ABSTAIN: 0

e. Athletic Committee – no report

f. North Haven Education Foundation

Mr. Kerzner reported:

All class reunion was a huge success and would like to get the word out
Spelling Bee scheduled for April 28, 2016
Looking for a Board Member for the Education Foundation

7. ACES – No Report

Anita Anderson has agreed to stand in until a replacement is in place to replace Mrs. Clapp as the Board of Education Representative for ACES

8. North Haven PTA Council

Mrs. Cecarelli reported:

The PTA Council met on June 15, 2015 at 7:00 in the NHHS Media Center.

Represented groups were Ridge Road School, Green Acres School, North Haven Middle School, and North Haven High School.

Ridge Road shared that they hosted a reception for retirees Mrs. Martinelli, Mrs., Skedgell, Mrs. Westerberg, and Mrs. Peters-Durrigan. They also reported a successful plant sale prior to Mother's Day, and a variety of activities in celebration of teacher appreciation week. They were excited to host a Bubble Mania assembly on 5/15, and their Variety Show was at NHMS on 6/11.

North Haven Middle School reported a pair of successful Chipotle fundraisers, which raised approximately \$550 for the school. They had several cultural opportunities through the month for students, including the Mikata group, a presentation by Holocaust survivor Ms. Anita Shore, and Betsy Titus' mural project. 8th graders enjoyed several end of year activities, including: their semi-formal, their trip to Holiday Hill, and promotion on 6/18. 6th grade Orientation is planned for August 19th.

North Haven High School shared the success of several events including their end of year concerts for vocal and music ensembles (which were held indoors at NHHS and not on the green, due to rain. Student reps were looking forward to the end of final exams, and also reported that the entire school community was very excited about the baseball team's championship win.

Green Acres School reported that it continued their outreach efforts with a "whiskers" day to benefit Animal Haven, and a book drive to benefit New Haven Reads, which raised 41 boxes and bags of books. In May, they hosted a "bandana" day, which raised \$250 for the Hole in the Wall Gang Camp. They were also very pleased with their after school program, "Vitality".

PTA Council business included outgoing Secretary/Treasurer Mary Pisani sharing her disappointment that administrators from each of the schools do not attend the Council meetings. She referred to the PTA Council bylaws (copy attached) that outlines that membership is designed to include a PTA rep from each school, as well as the principal or his/her alternate. She urged this practice to be renewed in the upcoming school year.

Outgoing PTA Council President Denise Creacy shared a letter expressing her gratitude to the Town of North Haven for being a wonderful community, as well as her appreciation for being able to serve North Haven families in this capacity for a number of years. Also attached is a copy of her letter of thanks and resignation. PTA Council is extraordinarily grateful for the work that Denise and Mary have done during their many years working with North Haven PTA's in so many capacities. They will be missed!

New PTA Council Executive Board members were elected, and Lisa Burton is the new Council President, and Marianne Frost is the Secretary/Treasurer. New leaders were encouraged to attend PTA Council Leadership Training on 8/29.

The next PTA Council meeting will be held on Monday, September 21st at 7:00pm in the NHHS Media Center.

9. Superintendent's Report

- a. Discussion regarding revisions to the Board of Education Agenda
- b. Discussion regarding revisions to teacher evaluation documents – NOT DISCUSSED will revisit in August
- c. Both new principals have started July 1st and both Dr. Cronin and Melinda McKenna have met with them and will continue to do so throughout the school year.
- d. Refreshed the Board of Education of the district hiring process:

Grade 5 @ Ridge Road, Grade 6 @ NHMS - Science/Social Studies, Librarian @ Ridge Road, 2 elementary music (vocal) teachers @ Clintonville and Montowese, and 1 vocal teacher @ NHHS, as well as 3 reading positions @ Green Acres, NHHS, and Ridge Road. NHHS has a science opening, as well as a number of long term sub positions.

10. Enrollment

11. Public Comments

- Dot Logan commented regarding the solar panels on the roof of the new North Haven Middle School, as well as speaking regarding the ELL Program
- Al Warren, Charles Court, commented regarding the referendum robo call, as well as electrical problems at Ridge Road in the cafeteria

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

Moved: to enter into Executive Session for matters of personnel/legal matters @9:05 pm and invited Attorney Allison Ponozzo into executive session Approved

MOVED: Matthew Kerzner
 SECOND: Randi Petersen
 AYE: 8
 NAY: 0
 ABSTAIN: 0

Returned from Executive Session at 10:35 p.m.

Moved: to approve proposed settlement for Doe vs. North Haven Approved

MOVED: Matthew Kerzner
 SECOND: Randi Petersen
 AYE: 8
 NAY: 0
 ABSTAIN: 0

13. Adjournment

Moved: to adjourn at 10:40 p.m. Approved

MOVED:
 SECOND:
 AYE: 8
 NAY: 0
 ABSTAIN: 0

Respectfully submitted,

Anita Anderson

Anita Anderson,
 Chairman