

**Regular Meeting  
Stafford Board of Education  
Stafford Elementary School  
Monday, January 14, 2019, 6:30 p.m.**

**Board Members Present:** Ms. Kathy Bachiochi  
Ms. Jennifer Davis  
Mr. Mike Delano  
Mrs. Andrea Locke, Secretary  
Mr. George Melnick  
Ms. Sonya Shegogue, Chairperson  
Mrs. Kathy Walsh

**Also Present:** Mr. Steven Moccio, Superintendent of Schools  
Mr. Steven Autieri, Director of Curriculum and Instruction  
Mr. Jonathan Campbell, Assistant Principal, Stafford Middle School  
Mr. Devin Cowperthwaite, Supervisor of Building Services  
Mr. Dean Fortin, IT / Network Coordinator  
Ms. Anna Gagnon, Principal, West Stafford School  
Ms. Caroline Hargraves, Assistant Principal, Stafford Elementary School  
  
Mr. Tim Kinel, Assistant Principal, Stafford High School  
Ms. Beth LaPane, Supervisor of Food Services  
Ms. Susan Mike, Principal, Stafford Middle School  
Mr. Marco Pelliccia, Principal, Stafford High School  
Ms. Diane Peters, Business Manager  
Ms. Jolene Piscetello, Director of Pupil Services  
Mr. Nick Wyse, Student Representative  
Miss Grace Zopelis, Alternate Student Representative

**Item I. Call to Order- Establishment of Quorum**

The meeting was called to order at 6:30 p.m.

**Item II. Pledge of Allegiance**

The student representatives led the Board in the Pledge of Allegiance.

**Item III. Secretary's Report- Approval of Minutes**

Special Meeting, December 4, 2018  
Special Meeting, January 9, 2019

Ms. Bachiochi made a motion, seconded by Mrs. Walsh, that the Board approve the Secretary's Report for the special meetings held on 12/4/18 and 1/9/19, as presented. Ms. Bachiochi, Mrs. Davis, Mr. Delano, Mrs. Locke, Mr. Melnick and Mrs. Walsh voted for the motion, which carried.

**Item IV. Consent Agenda**

- A. Bills, 18-19, 12-19-18, \$77,698.64
- B. Grants, 18-19, 12/13/18- \$3,162.94
- C. Grants, 18-19, 1/9/19- \$1,028.72
- D. Resignations- Certified Staff Members
- E. Acceptance of 3M Donation
- F. Cafeteria Profit / Loss through October 2018

Mrs. Locke made a motion, seconded by Mrs. Walsh, that the Board approve the items listed in the consent agenda, as presented. Ms. Bachiochi, Mrs. Davis, Mr. Delano, Mrs. Locke, Mr. Melnick and Mrs. Walsh voted for the motion, which carried.

**Item V. Correspondence**

- A. Ms. Shegogue read the Board meeting reminder that was posted on the agenda.
- B. Ms. Shegogue asked Mrs. Gagnon for details regarding the fundraiser for Connecticut Children’s Medical Center that took place at West Stafford School.

**Item VI. Board Reports**

**A. Student Representatives’ Report**

Mr. Wyse reported on the following:

- West Stafford School Update
- Staffordville School Update
- Sports Update

Miss Zopelis reported on the following:

- Middle School Update
- Music and Drama Report

**Item VII. Superintendent’s Reports**

**A. Presentation of the Proposed 2019-2020 Budget for the Stafford Public Schools**

Mr. Moccio stated that he would be presenting an overview of the proposed 2019 – 2020 budget at this meeting, with a more in-depth analysis of each object code provided at the Board meeting scheduled for Monday, January 28, 2019. Mr. Moccio noted that at the same meeting, Mr. Dean Fortin, IT / Network Coordinator, will make a detailed presentation regarding the district’s technology needs. In addition, the Board will be provided with an analysis of the district’s test scores.

Mr. Moccio reported that the Superintendent’s proposed budget for the 2019-2020 fiscal year is the result of many hours of collaborative effort from staff at all levels and addresses some of the current needs of the district. The 2019-2020 proposed budget, which totals \$28,388,256.61, is an increase of \$496,424.71, or 1.78% when compared to the 2018-2019 Connecticut State Department of Education Minimum Budgetary Requirement.

	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20 Proposed</u>	<u>Difference</u>	<u>% Change</u>
100 Salaries	\$16,256,360.13	\$16,522,931.98	\$16,872,015.63	\$349,083.65	2.11%
200 Benefits	\$4,785,416.84	\$4,576,485.54	\$4,832,740.20	\$256,254.66	5.45%
300 Professional Services	\$394,395.00	\$339,395.00	\$484,640.00	\$145,245.00	42.80%
400 Repairs, Rental, Other Property Services	\$868,653.22	\$807,153.22	\$741,458.00	-\$65,695.22	-8.14%
500 Transportation, Tuition, Other Services	\$3,562,167.16	\$3,671,526.61	\$3,701,380.34	\$29,853.73	-2.94%
600 Utilities, Instructional & Building Supplies	\$1,283,599.26	\$1,237,099.26	\$1,126,693.16	-\$110,406.10	-8.92%
700 Equipment and Software	\$174,134.78	\$174,134.78	\$289,561.50	\$115,426.72	66.29%
800 Dues and Fees	\$334,274.00	\$330,274.00	\$346,591.26	\$16,317.26	4.94%
<b>Total</b>	\$27,659,000.39	\$27,898,655.39	\$28,395,080.10	\$496,424.71	1.78%*

*\*Percent change compared to Connecticut State Department of Education Minimum Budgetary Requirement*

Following his presentation, Mr. Moccio asked that Board members forward questions to him via email prior to the next Board meeting so that his staff can prepare responses.

Mr. Melnick asked for information related to the state mandate regarding physical education and health instruction at the middle school level.

**Item VIII. Public Comment**

There were no questions or comments.

**Item IX. Old Business**

**A. Review and Possible Approval of Board of Education Policies (Second Reading)**

The following policies were presented to the Board for a second reading and approval. Updated copies of each policy were provided for Board members via the portal.

Policy #5125- Confidentiality and Access to Education Records: In accordance with Public Act 18-125, the district’s policy will be updated using Shipman and Goodwin’s model policy, which contains clear guidelines detailing how student records should be handled and forms to be used to release and/or transfer confidential student information. Additional language related to “Law Enforcement Unit” has been included in the definition section, as the district authorizes and refers matters to the School Resource Officer.

Policy #6172.3- Home Schooling: Additional language and detail was added to the policy regarding the portfolio review required for those students requesting participation in co-curricular activities. The portfolio review is conducted by the Director of Curriculum and Instruction.

Policy #9325- Meeting Conduct: Language was added to allow for additional public input during meetings rather than a change in placement of the Public Comment item on the agenda. Research of other districts shows most having a public comment section as one of the first items on the agenda. The proposed language change will allow individual board members to request that the Chairperson allow additional comment from the public.

Policy #9325.2- Order of Business: The agenda item for public comment is being changed from Public “Forum” to Public “Comment” to align with current practice.

Mrs. Davis made a motion, seconded by Mr. Melnick, that the Board approve the policies as presented. Ms. Bachiochi, Mrs. Davis, Mr. Delano, Mrs. Locke, Mr. Melnick and Mrs. Walsh voted for the motion, which carried.

**Item X. New Business**

**A. Cost of Repairs for the Solar Array behind Stafford Middle School**

Mr. Moccio and Mrs. Peters explained that Ms. Lisa Baxter, Town of Stafford Chief Financial Officer, has requested the Board of Education pay an invoice in the amount of \$2,777.60, for repairs completed to the solar array behind Stafford Middle School. Mr. Moccio noted that per an agreement with the Town of Stafford, the balance of money in the electricity budget line is returned to the Town of Stafford Energy Fund. Therefore, payment of this bill would not impact the district's budget, but rather reduce the amount returned to the Town of Stafford at the end of the fiscal year. Mr. Moccio noted that the town does not currently have a line item from which to pay this type of invoice, but Ms. Baxter indicated that they would be adding one for next fiscal year.

Mrs. Davis made a motion, seconded by Mrs. Locke, that the Board approve payment of the invoice for repairs to the solar array behind the middle school, in the amount of \$2,777.60. Ms. Bachiochi, Mrs. Davis, Mr. Delano, Mrs. Locke, Mr. Melnick and Mrs. Walsh voted for the motion, which carried.

**B. Authorization for Superintendent of Schools to Compile Information Related to the Current Grade Configuration and Associated Spending** – Request for motion to approve as presented.

Mr. Moccio stated that per the Every Student Succeeds Act, the federal government requires the State of Connecticut to determine and publish the per-pupil spending for *each school* in the state in addition to the district per-pupil calculation that is often published. While a requirement at the state level, Mr. Moccio requested authorization from the Board of Education so that the administrative team could begin compiling information related to the district's current grade configuration that would supplement that requirement. He said that this information will not be used to inform the 2019-2020 budget, but rather to assist with long-term planning as the district continually works to improve student achievement and increase opportunities for all learners.

Mr. Moccio said that the 3-year budget trend shows an average increase approved at referendum of 0.516%, with the 5-year budget trend showing an average increase of 0.711%. Mr. Moccio stated that should that trend continue, the district will struggle to best prepare students for future success. Therefore, he would prefer to begin the process now of collecting and reviewing information so that adequate time is allowed to facilitate a thorough, well-thought out, and collaborative process. In the meantime, Mr. Moccio said that he and the administrative team will continue to investigate ways in which we can increase our enrollment, such as the upcoming presentation to Union students in an attempt to rekindle the prior agreement allowing Union students to attend Stafford High School.

Mrs. Davis made a motion, seconded by Mrs. Locke, that the Board authorize Mr. Moccio to begin to compile information related to the current grade configuration of the district and the spending associated with the current configuration. Ms. Bachiochi, Mrs. Davis, Mr. Delano, Mrs. Locke, Mr. Melnick and Mrs. Walsh voted for the motion, which carried.

**Item XI. Personnel Matters**

There were no Personnel Matters.

**Item XII. Student Matters**

There were no Student Matters.

**Item XIII. Adjournment**

Ms. Bachiochi made a motion, seconded by Mr. Melnick, to adjourn. Ms. Bachiochi, Mrs. Davis, Mr. Delano, Mrs. Locke, Mr. Melnick and Mrs. Walsh voted for the motion, which carried. The meeting adjourned at 8:00 p.m.

**Respectfully submitted,**

**Christine C. Marinelli, Recording Secretary**

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**Sonya Shegogue, Chairperson**

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**Andrea Locke, Secretary**

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