

**Regular Meeting
Stafford Board of Education
Stafford Elementary School
October 2, 2017, 6:30 p.m.**

Board Members Present: Mrs. Andrea Locke
Mr. George Melnick
Mr. Jeff Roberts
Mrs. Tracy Rummel, Secretary
Ms. Sonya Shegogue, Chairperson

Absent: Mr. Peter Kovaleski
Mrs. Kathy Walsh

Also Present: Dr. Patricia A. Collin, Superintendent of Schools
Mr. Jonathan Campbell, Assistant Principal, Stafford Middle School
Ms. Peggy Falcetta, Principal, Staffordville School
Mr. Damian Frassinelli, Director of Athletics and Recreation
Ms. Anna Gagnon, Principal, West Stafford School
Miss Autumn Gagnon, Senior Class Student Representative
Ms. Susan Mike, Assistant Principal, Stafford High School
Mr. Steve Montgomery, Principal, Stafford Elementary School
Ms. Jennifer Murrehy, Director of Curriculum and Instruction
Mr. Paul Muska, Principal, Stafford Middle School
Mr. Marco Pelliccia, Principal, Stafford High School
Ms. Diane Peters, Business Manager
Ms. Jolene Piscetello, Director of Pupil Services
Ms. Lynn Reedy, Technology Integration Specialist
Mr. Nicholas Wyse, Junior Class 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.

Ms. Shegogue asked for a moment of silence for the victims of the shooting in Las Vegas.

Item III. Secretary's Report- Approval of Minutes

Special Meeting, 9/11/17
Regular Meeting, 9/11/17

Mrs. Locke made a motion, seconded by Mr. Melnick, that the Board approve the Secretary's Report for the special and regular meetings held on 9/11/17, as presented. Mrs. Locke, Mr. Melnick, Mr. Roberts, and Mrs. Rummel and voted for the motion, which carried.

Item IV. Treasurer's Report

Bills, 9/11/17- \$227,551.06
Bills, 9/11/17- \$8,370.25 (encumbered)
Grants, 9/11/17- \$198.07
Bills, 9/21/17- \$152,991.68
Grants, 9/21/17- \$147.12

Mrs. Rummel made a motion, seconded by Mrs. Locke, that the Board approve the Bills and Grants, as presented. Mrs. Locke, Mr. Melnick, Mr. Roberts, and Mrs. Rummel and voted for the motion, which carried.

Item V. Correspondence

A. Board Meeting Reminder

Ms. Shegogue read the Board meeting reminder that was posted on the agenda.

Item VI. Board Reports

A. Report from Student Representatives

Miss Gagnon reported on the following topics:

- Sports Update
- Upcoming / Past Fundraisers
- Bulldog of the Month
- PSATs
- 8th Grade Visit to SHS
- Spirit Week
- NEAS&C Survey

Mr. Wyse reported on the following topics:

- Update from the Music Department
- Open House at SVS / 80% Turnout
- Fire Prevention Week at SV and WS
- School Photos
- NCCC Selection Committee Meeting
- Coffee House

Dr. Collin mentioned that Ms. Leonard and her kindergarten class had a “kindness” exhibit at the 4-Town Fair and that all of the students won blue ribbons.

B. Budget Committee

The Budget Committee members are Ms. Shegogue, Mr. Melnick and Mr. Kovaleski (Mrs. Locke, alternate). There was no update from this committee. However, Ms. Shegogue stated that she'd like to schedule one in the near future.

C. Curriculum Committee

The Curriculum Committee members are Ms. Shegogue, Mrs. Locke and Mrs. Walsh (Mrs. Rummel, alternate). Ms. Shegogue and Mrs. Locke met with Ms. Murrhiy, Director of Curriculum and Instruction, prior to the regular meeting. The topic of the meeting was the new report card for grades K – 5. It was determined that the implementation of the new report card would be postponed until next school year. Ms. Shegogue asked if the Board members were in agreement. They indicated that they were in agreement.

D. Policy Committee

The Policy Committee members are Mrs. Rummel, Mr. Kovaleski and Mrs. Walsh. There was no update from this committee.

E. Negotiation Committee

The Negotiation Committee members are Mrs. Locke, Ms. Shegogue and Mr. Roberts. There was no update from this committee.

F. District Climate Study Committee

Ms. Shegogue reported that she met with EASTCONN to review the first draft of the climate study. She indicated that EASTCONN was still working on the responses to the open-ended questions, and she hopes to have the final analysis by the end of the month. Ms. Shegogue asked for the responses in a summary format so that the Board could determine what it may like to address, if warranted.

G. Recognition of Dr. Collin’s Retirement and Family-Friendly Reception

Mrs. Rummel acknowledged Dr. Collin’s contributions to the Stafford Public School District. Ms. Shegogue presented Dr. Collin with her retirement bell and a gift from the Board.

The Board took a brief recess for refreshments at 6:50 p.m.

The meeting reconvened at 7:05 p.m.

Item VII. Superintendent’s Reports

There were no Superintendent’s Reports.

Item VIII. Public Comment

A member of the audience congratulated Dr. Collin on her retirement and thanked Dr. Collin for her support and for her service to the district.

Item IX. Old Business

There was no Old Business.

Item X. New Business

A. Disposal of Obsolete Assessment Materials

Dr. Collin stated that a memorandum prepared by Mrs. Lisa Lobik, K-8 Literacy Specialist, was provided for Board members via the portal. Mrs. Lobik reported that there are a number of obsolete assessment materials, which have been deemed obsolete as a result of an update of Fountas & Pinnell Benchmark System, used at Staffordville, West Stafford and Stafford Elementary Schools. She said that it is advisable to remove the obsolete assessment materials from classrooms to as not to compromise the integrity of the assessment.

Dr. Collin said that in accordance with Board of Education policy 3260-*Sales and Disposal of Books, Equipment, and Supplies*, such obsolete items must be returned to the Town of Stafford.

Mrs. Rummel made a motion, seconded by Mr. Roberts, that the Board of Education approve the return of the obsolete assessment materials enumerated in the attached memorandum to the Town of Stafford in accordance with the provisions of Board policy 3260-*Sales and Disposal of Books, Equipment, and Supplies*. If the Town does not want the obsolete items, the district will assume responsibility for proper disposal. Mrs. Locke, Mr. Melnick, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

B. Review and Approval of Budget Transfers

Dr. Collin presented the unaudited final transfers for 2016-2017 as prepared by Mrs. Diane Peters, Business Manager. She said that Mrs. Peters' report details which areas (lines 100, 200, 400, 600 and 800) have money available for transfer, and the reasons why, as well as which areas (lines 300, 500, and 700) are over-expended, and the reasons for the deficits in the accounts.

Mrs. Rummel made a motion, seconded by Mrs. Locke, that the Board of Education transfer:

- \$41,704.70 from the 100 code to the 300 code
- \$101,107.68 from the 100 code to the 500 code
- \$75,727.20 from the 200 code to the 500 code
- \$88,119.56 from the 600 code to the 500 code
- \$7,383.62 from the 600 code to the 700 code

Mrs. Locke, Mr. Melnick, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

Item XI. Personnel Matters

A. Review of Interim Superintendent of Schools' Employment Agreement (Executive Session Anticipated)

Mrs. Locke made a motion, seconded by Mr. Melnick, to enter executive session. Mrs. Locke, Mr. Melnick, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried. The Board entered executive session at 7:10 p.m.

Mrs. Rummel made a motion, seconded by Mrs. Locke, to return to regular session. Mrs. Locke, Mr. Melnick, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried. The Board returned to regular session at 7:20 p.m.

B. Approval of Interim Superintendent of Schools' Employment Agreement

Mr. Roberts made a motion, seconded by Mr. Melnick, that the Board approve the Employment Agreement for the Interim Superintendent of Schools, as presented, and authorize Ms. Shegogue, Board Chairperson, to sign it on the Board's behalf. Mrs. Locke, Mr. Melnick, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried.

Item XII. Student Matters

There were no Student Matters.

Item XIII. Adjournment

Mrs. Rummel made a motion, seconded by Mr. Melnick, to adjourn. Mrs. Locke, Mr. Melnick, Mr. Roberts, and Mrs. Rummel voted for the motion, which carried. The meeting adjourned at 7:22 p.m.

**Respectfully submitted,
Christine C. Marinelli, Recording Secretary**

Sonya Shegogue, Chairperson

Tracy L. Rummel, Secretary