

**Regular Meeting
Stafford Board of Education
Stafford Elementary School
October 21, 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

Absent: Mrs. Kathy Walsh
Miss Allie Curtin, Alternate Student Representative

Also Present: Mr. Steven Moccio, Superintendent of Schools
Mr. Steven Autieri, Director of Curriculum and Instruction
Mr. Devin Cowperthwaite, Supervisor of Building Services, arrived at 6:50 p.m.
Mrs. Peggy Falcetta, Principal, Staffordville School
Mr. Dean Fortin, IT / Network Coordinator
Ms. Eileen Laramie, Teacher, Stafford High School
Mr. Marco Pelliccia, Principal, Stafford High School
Ms. Diane Peters, Business Manager
Ms. Jolene Piscetello, Director of Pupil Services
Miss Grace Zopelis, Student Representative

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 6:38 p.m.

Item II. Pledge of Allegiance

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

Item III. Secretary's Report- Approval of Minutes

Regular Meeting, 09/23/19

Ms. Bachiochi made a motion, seconded by Mr. Melnick, that the Board approve the Secretary's Report for the regular meeting held on 09/23/19, as presented. Ms. Bachiochi, Mrs. Davis, Mr. Delano, Mrs. Locke, and Mr. Melnick voted for the motion, which carried.

Item IV. Consent Agenda

A. Resignation / Retirement, Certified / Non-Affiliated Staff Members

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Cowperthwaite, Devin	Supervisor of Building Services	Districtwide	10/30/2019	To accept another position with the town.
Pehoviak, Laura	Teacher, Grade 2	Stafford Elementary School	10/30/19	Retirement

B. Obsolete Equipment- Stafford High School, Stafford Elementary School and West Stafford School

Mr. Autieri is requesting various books and textbooks be designated as obsolete. As you remember, this past June the Board of Education approved the adoption of new Algebra I and Statistics textbooks at Stafford High School, and approved the adoption of the Bridges Mathematics Program in grades Pre-K to 5.

Ms. Gagnon is requesting various equipment be designated as obsolete following consultation with the IT department. The equipment has been stored in a closet and is no longer in use.

C. 19-20 Bills, 9/30/19- \$123,501.78

D. 19-20 Grants, 9/30/19- \$29,590.27

E. 19-20 Bills, 10/09/19- \$90,215.81

F. 19-20 Grants, 10/09/19- \$9,532.26

Mrs. Locke made a motion, seconded by Mrs. Davis, that the Board approve the items listed in the consent agenda, as presented. Ms. Bachiochi, Mrs. Davis, Mr. Delano, Mrs. Locke, and Mr. Melnick 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. Student Representatives' Reports

Miss Zopelis reported on the following topics:

- Music Department Update
- SES Update, including Shine Purple Assemblies, Movie Night, Author Raul Colon Assemblies, PTO Fundraiser
- SMS Update, including Start with Hello Program and PTA Programs
- SV Update, including Scarecrow Contest and the Fire Prevention Program for Students

B. Curriculum Committee (Chairperson- Andrea Locke, Kathy Bachiochi and George Melnick)

The Curriculum Committee met at 5:30 p.m. prior to the Board meeting.

Ms. Bachiochi thanked Mr. Autieri and the teachers for their hard work over the summer writing curriculum. During last school year Mr. Autieri and the team worked on a scope and sequence and an assessment document, which details the timing of each of the assessments. Ms. Bachiochi also reported on a literacy document for parents that was shared with the committee. Ms. Shegogue also thanked the teachers for their hard work and Mr. Autieri for everything he's accomplished in one year.

Item VII. Superintendent's Reports

A. Student Presentation- Meals in Kind Action (MIKA)

Mr. Moccio reported that last school year students became upset after learning about the number of people in hunger during a lesson regarding exponents in mathematics class. In response, the students brainstormed and created Meals in Kind Action (MIKA). The group organizes, collects, and donates food to a local soup kitchen, Flo's Kitchen.

Mr. Pelliccia, Principal of Stafford High School, and Ms. Eileen Laramie, math teacher at Stafford High School, were present at the Board meeting, along with high school students- Kloey Klun, Sonney Inthisorn, Emily Yefko and Zoi Arteaga, to share information regarding the formation and work associated with this community service club.

The students' presentation included information regarding how the group was formed last May, what planning took place to get the project off the ground and how successful the program has been to date. The students stated that 271 pounds of food, that would have been otherwise wasted, has been donated since October 4, 2019. The food is made available to the other students at the high school before being donated to Flo's Friendship Kitchen. The students stated that they have begun partnering with the high school transition program to deliver the food. They are also looking to expand this program to the middle school level. The students said that they are looking to have a refrigerator donated to help store the food at the high school.

The Board members thanked the students and complimented them on their initiative and follow-through.

B. 2019 District Assessment Results

Mr. Moccio introduced Mr. Steve Autieri, Director of Curriculum & Instruction. Mr. Autieri prepared a presentation, which was shared with the Board via the portal, describing achievement results and comparison data, where applicable, to District Reference Group (DRG) and State averages for the following assessments:

- Smarter Balanced Assessment for English Language Arts and Mathematics in grades 3 through 8
- Next Generation Science Standards in grades 5, 8, and 11
- CT Physical Fitness Test in grades 4, 6, 8, and 10
- SAT School Day in grade 11
- Advanced Placement Testing

This presentation will also be shared on the district website (www.stafford.k12.ct.us).

Mr. Autieri led the Board through the presentation, discussed identified data implications and considerations for next steps related to curriculum and instruction throughout the district, and responded to questions from Board members. He acknowledged the teachers for all of their hard work rewriting curriculum and implementing it in the classroom, and the administrators for their support.

C. Notification of Grant Awards- Perkins CTSO, AMGEN Biotechnology and 3M Foundation

Mr. Moccio stated that Mr. Steve Autieri, Director of Curriculum & Instruction, provided three (3) detailed memos notifying him of grants awarded to the district and for implementation at Stafford High School. The grants are, as follows:

- Perkins Career and Technical Student Organization (CTSO) Grant to provide students with additional postsecondary career options in the business, marketing, and entrepreneurial fields. The grant totals \$1,889.
- AMGEN Foundation Biotechnology Experience Program, which provides approximately \$20,000 of research-grade biotechnology equipment, materials, and consumables for use in the biology program. Stafford is the only district in Connecticut to be awarded this grant.
- 3M Foundation Grant, which will be utilized to continue to strengthen our STEM partnership with Asnuntuck Community College. Stafford will become one of two districts in the State of Connecticut to offer a Manufacturing Mechatronics course to students in our Career and Technical Education Program.

D. Financial Report as of October 15, 2019

Ms. Diane Peters, Business Manager, presented the financial report from July 1 – October 15, 2019. She stated that of the \$28,052,217.40 budget, all but \$2,477,475.07 has been expended or encumbered. She also reviewed the 100 (personnel) and 200 (benefits) object codes and explained the budget balance in the various accounts. Ms. Peters said that the 2019 – 2020 budget is in the same range as last year at this time.

A Board member asked a question regarding the number of open positions in the district.

E. Update on West Stafford School Oil Tank Project

Mr. Moccio stated that Mr. Devin Cowperthwaite, Supervisor of Building Services, has prepared a report reviewing the options for a preliminary design of the oil tank replacement at West Stafford School. Per his letter to Mr. Moccio, Mr. Ken Hipsky, Vice-President of RZ Design Associates, has reviewed the site and provided options related to the size and location of the replacement tank. Along with a review of the current site, the peak weekly fuel consumption data was reviewed to determine if the same size tank would be required. Per historical averages, it was determined a 6,000-gallon tank would suffice and allow for deliveries every 3 to 4 weeks during peak utilization. The option of an above ground and below ground oil tank were both considered, as well as an alternate site for each option as the current location is undesirable due to grade changes of the land, the need for an additional sump monitor, pipe depth below the fire lane, and additional excavation or retaining wall work. As a reminder, prior to moving forward in the oil tank replacement process, Mr. Cowperthwaite provided a detailed summary of the associated costs in converting to propane last March.

Mr. Moccio stated that after considering the various options, a 6,000-gallon above ground storage tank to be located at an alternate location has been identified as the best option. He said that the new location has many advantages, including shorter project time, no underground piping, a single set of supply and return lines in a crawlspace to the boiler room, a location behind a locked gate, and no monthly or annual inspection costs. The only identified negatives to the above ground option is the tank being visible to select occupants of the school and being more susceptible to extreme weather conditions such as cold, tornadoes, etc. While a below ground tank could be placed at this location, concern has been raised regarding additional shoring costs required to protect the storm drain during excavation of the site. The relatively high water table is also a concern and would likely result in additional costs. Mr. Cowperthwaite stated that above ground tank in this situation is the most cost effective solution and has a low impact on aesthetics.

Mr. Moccio reminded the Board that the district currently has two other above ground storage tanks located at Stafford Elementary School (8,000-gallons) and Stafford Middle School (2,000-gallons).

Mr. Cowperthwaite was in attendance at the Board meeting to respond to questions from Board members.

III. Public Comment

There were no comments.

Item IX. Old Business

There was no Old Business.

Item X. New Business

A. Review and Possible Approval of Board of Education Policy 5114- Student Discipline- Removal / Suspension / Expulsion

Mr. Moccio stated that as a result of *Public Act 19-91: An Act Concerning Various Revisions and Additions to the Education Statutes*, Board of Education Policy 5114- Student Discipline- Removal / Suspension / Expulsion requires revision. Per the legislation, the Act requires the definition of expulsion to be updated. The legislation changes the criteria for expulsion for student conduct to be both (1) violative of a board policy **AND** (2) either seriously disruptive of the educational process or endangering persons or property. He said that the prior law allowed the Board to expel any student meeting only one of the two criteria. In discussion with legal counsel and review of the most recent expulsions, it was determined that the Board was already in compliance with the change.

Mr. Moccio included the current policy in the portal for review by Board members. He said that additional language is proposed to be added to the definition of expulsion found on page one of the policy. The additional language would state, "To be expelled, the student's conduct must be found to both violate a Board policy and be seriously disruptive of the educational process or endangering persons or property."

Mrs. Davis made a motion, seconded by Mrs. Locke, that the Board of Education approve the revision to **Board Policy 5114- Student Discipline- Removal / Suspension / Expulsion**, as presented. Ms. Bachiochi, Mrs. Davis, Mr. Delano, Mrs. Locke, and Mr. Melnick voted for the motion, which carried.

B. **Review and Possible Approval of Board of Education Policy 6130- Instruction- Organizational Plan**

Mr. Moccio said that recently the Board Policy Manual was prepared for audit by a Connecticut Association of Boards of Education (CABE) representative. During that process, an outdated policy was found and in need of revision. He said that Policy 6130 defines the organization of instruction in the district's public schools. The policy has been updated to accurately depict the current five (5) school structure of Staffordville School, West Stafford School, Stafford Elementary School, Stafford Middle School, and Stafford High School.

Mrs. Davis made a motion, seconded by Mrs. Locke, that the Board of Education approve the revision to **Board Policy 6130- Instruction, Organizational Plan**, as presented. Ms. Bachiochi, Mrs. Davis, Mr. Delano, Mrs. Locke, and Mr. Melnick 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

Mrs. Davis made a motion, seconded by Mrs. Locke, to adjourn. Ms. Bachiochi, Mrs. Davis, Mr. Delano, Mrs. Locke, and Mr. Melnick voted for the motion, which carried. The meeting adjourned at 8:03 p.m.

Respectfully submitted,
Christine C. Marinelli, Recording Secretary

Sonya Shegogue, Chairperson

Andrea Locke, Secretary