

**Regular Meeting
Stafford Board of Education
Stafford Elementary School
January 13, 2020, 6:30 p.m.**

Board Members Present: Ms. Kathy Bachiochi
Mr. Mike Delano
Mrs. Andrea Locke, Secretary
Ms. Laura Lybarger
Mr. George Melnick

Absent: Ms. Jennifer Davis
Ms. Sonya Shegogue, Chairperson
Ms. Diane Peters, Business Manager

Also Present: Mr. Steven Moccio, Superintendent of Schools
Mr. Steven Autieri, Director of Curriculum and Instruction
Ms. Allie Curtin, Student Representative
Mrs. Peggy Falcetta, Principal, Staffordville School
Mr. Dean Fortin, IT / Network Coordinator
Ms. Mary Claire Manning, Principal, Stafford Elementary School
Mr. Marco Pelliccia, Principal, Stafford High School
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 6:35 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

Regular Meeting, 12/09/19

Special Meeting, 12/09/19

Mr. Delano made a motion, seconded by Mr. Melnick, that the Board approve the Secretary's Report for the regular and special meeting held on 12/09/19, as presented. Ms. Bachiochi, Mr. Delano, Ms. Lybarger, and Mr. Melnick voted for the motion, which carried.

Item IV. Consent Agenda

- A. Cafeteria Profit and Loss Statement Through November 30, 2019**
- B. Acceptance of Resignations / Retirements- Certified and Administrative Staff Members**
- C. 18-19 Bills, 12/18/19- \$3,535.00**

- D. 19-20 Bills, 12/11/19- \$192,016.89
- E. 19-20 Grants, 12/11/19- \$4,081.40
- F. 19-20 Bills, 12/18/19- \$91,422.04
- G. 19-20 Grants, 12/18/19- \$14,055.63
- H. 19-20 Grants, 01/08/20- \$4,328.67
- I. 19-20 Bills, 01/08/20- \$162,857.70

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

Item V. Correspondence

Board Meeting Reminder – Mrs. Locke 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:

- High School Drama Update- Play will be held May 1 – 3, 2020
- High School Music Department Update
- District concert will be held on March 4, 2020
- Cupcake Wars, February 29, 2020
- SMS Update, including Geo Bee, Honor Roll Ice Cream Social

Miss Curtin reported on the following topics:

- SV was notified in December that they received NAEYC Re-Accreditation for the next five years
- SV PTO Fundraiser at Basil's, 1/21/20
- SV and WS CCMC Pajama Day Fundraiser
- WS Mobile Dentist Visit
- WS Winter Traditions Celebration

B. Curriculum Committee

Mr. Melnick reported that the Curriculum Committee met prior to the Board meeting and discussed the following topics: Foundations Reading Program, Bridges Math Program, Middle School / High School Coherence, Geo-Physical Science Course, and Perkins funding for robotics. Mr. Melnick stated that Ms. Lobik, Literacy Leader, and Ms. Jacobs, Math Instructional Specialist, were in attendance at the meeting. Mr. Melnick thanked Mr. Autieri for spearheading many of these initiatives.

Item VII. Superintendent's Reports

A. 2019 – 2020 Financial Report as of December 31, 2019

Mrs. Peters was unavailable to attend the meeting due to illness. Mr. Moccio presented the financial report through December 31, 2019, which was provided to the Board members via the portal. Mr. Moccio stated that the district's expenses year-to-date total \$12,033,391.28, or 42.9% of the budget. He said that the 2019 – 2020 budget is closely monitored during periodic meetings with Mrs. Peters and Mrs. Marinelli.

Mr. Moccio highlighted the following areas of the budget report:

100 (Salaries)- a portion of the remaining budget balance is due to open positions and positions filled with staff at a lower salary than was budgeted. In lieu of filling the Building Services Technician position, a preventative maintenance contract is still being investigated. PreK tuition is credited as an off-set to this area of the budget and collections are in alignment with projections.

300 (Professional Services)- the remaining budget balance is due in large part to the absence of a School Resource Officer (SRO). The projected start date for the new SRO is February 1, 2020. Medicaid reimbursement is credited as an off-set to this area of the budget and collections are in alignment, and may exceed, projections.

500 (Transportation, Tuition and Other Services)- the negative balance is due to the Excess Cost off-set and the fluctuation due to magnet and special education tuition. This is a historically volatile area of the budget.

600 (Utilities, Instructional and Building Supplies)- administrators were provided with reports earlier that day detailing remaining balances in these budget lines.

B. Update Regarding Director of Pupil Services Search

Mr. Moccio reviewed the timeline for the Director of Pupil Services Search, as follows:

Posting Closes:	Wednesday, January 15, 2020
Committee Interview:	Friday, January 31, 2020
Focus Group Meetings:	Wednesday, February 5, 2020
Superintendent Interviews:	Friday, February 7, 2020
Board Interviews:	Monday, February 10, 2020

Mr. Moccio stated that he is attempting to secure an interim director in the event that the candidate pool does not produce viable candidates, or if the successful candidate is unable to begin prior to Ms. Piscetello's departure at the end of February.

C. Presentation- Multi-Year Technology Replacement Plan

Mr. Dean Fortin, IT / Network Coordinator, reviewed the multi-year technology replacement plan, which he and Mr. Moccio created for planning purposes for the 2020 – 2021 budget.

Mr. Fortin highlighted the multi-year plan, as follows:

Year 1- Replacement of District End-of-Life (EOL) Mobile Devices and SHS Library Computers

Year 2- Replacement of Computers at SHS (viable computers to be redeployed to other schools) and those mobile devices reaching EOL

Year 3- Replacement of Computers at SMS and SES and those mobile devices reaching EOL

Year 4- Replacement of Computers at Staffordville and West Stafford School and begin upgrade to district infrastructure

Year 5- Upgrade district infrastructure and replace EOL mobile and mimio devices (interactive whiteboard)

Year 6- Upgrade district infrastructure and replace EOL mobile devices

Mr. Moccio and Mr. Fortin reported that each year of the plan is expected to impact the district's budget by approximately \$250,000. Mr. Moccio said that while the district has attempted to grow the device inventory in the past, near zero percent budget increases have made it nearly impossible to do so. The available funds have been utilized to replace teacher run devices, with minor upgrades to computer labs and student computers, resulting in out-of-date mobile devices that are no longer supported due to the age of the device. This is especially problematic because state student testing is now completed online and can no longer be completed on paper.

Board members asked questions regarding the costs associated with the plan, as well as how the devices are utilized by students. The student representatives explained how they use devices during the school day. Mrs. Locke asked the Superintendent to include information regarding student use in the budget presentation to the public.

Mr. Moccio said that the proposal and associated costs will be included in his proposed 2020 – 2021 budget presentation, which will be on the agenda of the January 27, 2020, Board meeting.

D. Presentation- Proposed Transition Coordinator Position for the 2020 – 2021 School Year

Mr. Moccio stated that during the 2020 – 2021 budget meetings with administrators, a proposal was brought forward for an additional special education teacher to serve as a Transition Coordinator at Stafford High School. Via the portal, Board members were provided with a copy of a PowerPoint presentation, which highlights the rationale for the position, the responsibilities that will be associated with the position, and the budgetary impact. Mr. Moccio introduced Mr. Marco Pelliccia, Principal of Stafford High School, and Ms. Jolene Piscetello, Director of Pupil Services, who were present at the meeting to review the proposal.

Ms. Piscetello stated that after special education students receive the necessary credits for graduation, some students move into the transition program, which is available through age 21. She said that currently the district is utilizing one special education teacher to cover most of the responsibilities of the proposed Transition Coordinator, in addition to a full student case load of high school aged students (grades 9-12). She and Mr. Pelliccia stated that this teacher spends a considerable amount of time after hours and during vacations completing the work associated with the two positions.

Mr. Pelliccia and Ms. Piscetello said that the addition of a special education teacher to serve as a Transition Coordinator would allow more time for oversight of job coaches and ongoing communication with job site managers, which would allow the district to assign students in

years two and three of the program to work 2:1 with a job coach, rather than the current 1:1 model. Therefore, the cost of adding a special education teacher to serve as a Transition Coordinator will be offset by a reduction in the number of job coaches necessary.

Mr. Moccio said that the proposal and associated costs will be included in his proposed 2020 – 2021 budget presentation, which will be on the agenda of the January 27, 2020, Board meeting.

VIII. Public Comment

There was no public comment.

Item IX. Old Business

There was no Old Business.

Item X. New Business

A. Revision of Board of Education Policy 4220- Non-Certified Substitutes- Terms of Employment (First Read)

Mr. Moccio said that as a result of *Public Act 19-4: An Act Increasing the Minimum Fair Wage*, Board of Education Policy 4220- Non-Certified Substitutes- Terms of Employment requires revision. The new law requires the minimum wage to increase to \$11.00 on October 1, 2019; **\$12.00 on September 1, 2020**; \$13.00 on August 1, 2021; \$14.00 on July 1, 2022; and \$15.00 on June 1, 2023. Board policy 4220 currently stipulates that “A non-certified substitute employee not covered by the contract between CSEA and the Stafford Board of Education shall be paid at the amount of one dollar less per hour than the Step One rate for the classification in which the substitute is working, as specified in the CSEA contract.”

In accordance with the CSEA 2019 – 2020 Salary Schedule, Step One salaries range from \$20.96 (Class A1- Paymaster) to \$12.39 (Class Ek- Cafeteria Workers). Therefore, following existing policy language, substitute salaries for these classifications will range from \$19.96 - \$11.39, with one classification falling below minimum wage as of September 1, 2020.

The current policy, along with the suggested revision, was provided for Board members via the portal.

Mr. Moccio said that for the same reason, the Board will also have to look at increasing the certified substitute rate in the future. Board members expressed their concern for the low salaries paid in some of the classifications and for substitutes. Mr. Moccio said that the district has been working to increase salaries to be competitive and meet the new minimum wage requirements, being mindful of the budgetary impact.

Mr. Moccio said that the revision to Board Policy 4220 is being presented as a first read. The policy will be added to the agenda of the next regularly scheduled Board meeting for approval.

Item XI. Personnel Matters

There were no Personnel Matters.

Item XII. Student Matters

There were no Student Matters.

Item XIII. Adjournment

Mr. Melnick made a motion, seconded by Ms. Bachiochi to adjourn. Ms. Bachiochi, Mr. Delano, Ms. Lybarger, and Mr. Melnick voted for the motion, which carried. The meeting adjourned at 8:10 p.m.

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

Sonya Shegogue, Chairperson

Andrea Locke, Secretary

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