

# Board of Education Regular Meeting

Monday, January 11, 2010 7:00 PM

Preston Veterans' Memorial School Library, 1 Route 164, Preston, CT 06365

I. Call to Order	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
II. Pledge of Allegiance	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
III. Approval of Minutes	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
IV. Public Communications and Comments	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
V. Board of Education Committee and Other Reports	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
VI. Superintendent Reports and Recommendations	<b>Speaker (s)</b> : Dr. Welch
VI.A. BOE Expenditure/Projection Report	<b>Speaker (s)</b> : Dr. Welch
VI.B. Preston Cafeteria Profit and Loss Report	<b>Speaker (s)</b> : Dr. Welch
VII. New Business	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
VII.A. Votes Required	<b>Speaker (s)</b> : Pauline Andruskiewicz
VII.B. Discussion	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
VIII. Old Business	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
VIII.A. Votes Required	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
VIII.B. Discussion	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
IX. Information	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
X. Executive Session	<b>Speaker (s)</b> : Dr. Welch
XI. Date and Time of Next Meeting	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair
XII. Adjournment	<b>Speaker (s)</b> : Pauline Andruskiewicz: Board Chair

## **Board of Education Regular Meeting**

December 14, 2009 07:00PM

Preston Veterans' Memorial School Library

### **1. Call to Order**

Dr. Welch called the meeting to order at 7:01pm. **Members present:** Deborah Burke-Grabarek, John Moulson, Pauline Andruskiewicz, Sandra Gauthier, Charles Raymond (7:04pm). James Jancewicz and Daniel Harris absent. **Also present:** Dr. Welch; Superintendent, Gloria Homiski; Recording Secretary, Ivy Davis; Director of Curriculum, Instruction and Special Education, Kathryn Walsh; PVMS Principal, Raymond Bernier; PPMS Principal, Michael House; Supervisor of Buildings and Grounds, Patricia Hibbard; Transportation Supervisor, Gary Miller; Interim Business Manager. **Audience:** Amy Campbell, Andrew Rodman and Nick Caruso.

**Moved, to take the agenda out of order to elect Board Chair and Secretary. Andruskiewicz/Burke-Grabarek. Moulson opposed. Motion Carries.**

**Deborah Burke-Grabarek nominated Pauline Andruskiewicz for Board Chair.**

**Motion was made to close the nominations. Burke-Grabarek/Gauthier.**

**The Board voted in favor of electing Pauline Andruskiewicz as Board Chair. Burke-Grabarek and Gauthier in Favor. Raymond Opposed. Moulson and Andruskiewicz Abstained.**

**Pauline Andruskiewicz nominated Deborah Burke-Grabarek for Board Secretary.**

**Motion was made to close the nominations. Anruskiewicz/Gauthier.**

**The Board unanimously voted in favor of electing Deborah Burke-Grabarek as Board Secretary.**

### **2. Pledge of Allegiance**

### **3. Approval of Minutes**

**Moved, to approve the minutes of the Regular Meeting of 11/9/09 as presented. Burke-Grabarek/Andruskiewicz. Andruskiewicz and Raymond Abstain. Motion Carries.**

### **4. Public Communications and Comments**

### **5. Board of Education Committee and Other Reports**

### **6. Superintendent Reports and Recommendations**

#### **6.1. BOE Expenditure/Projection Report**

**Dr. Welch introduced the members of the Management Team for the benefit of the newly elected Board Members. Gary Miller; Interim Business Manager, presented the Expenditure/Projection Report, the Line Item Transfer information, and the Cafeteria Report. He also explained the Education Cost Share Funding process to the BOE. Mr. Miller also explained that the auditors did not approve of a pre-payment of a lease contract made by the BOE over the summer.**

**Moved, to authorize the Superintendent to make a line item transfer in the amount of \$115,000.00 from the Special Education to Regular Education Teachers**

accounts in order to cover projected deficits. Burke-Grabarek/Andruskiewicz.  
Unanimous. Motion Carries.

Moved, to direct the Superintendent to hold the sum of \$436,130.00 in escrow and return said amount to the Town of Preston on or before June 30, 2010. This action is intended to make the Town whole for a corresponding reduction in Education Cost Share Funding by the State of Connecticut that is coming directly to the Preston Board of Education rather than the Town of Preston as was assumed when the Fiscal Year 2010 budget was adopted at Town Meeting and approved at Referendum on May 21, 2009 and June 2, 2009 respectively. Burke-Grabarek/Andruskiewicz. Unanimous. Motion Carries.

John Moulson questioned why some line items remained in deficit. The Board agreed to do a more complete line item transfer at their next meeting. Mr. Moulson also questioned why certain line items were over expended without pre-approval of the Board. He requested that a Special Meeting be called for such instances in the future.

## **6.2. Preston Cafeteria Profit and Loss Report**

### **7. New Business**

#### **7.1. Votes Required**

Moved, to approve the BOE Meeting Date Calendar for 2010 as presented.  
Gauthier/Burke-Grabarek. Unanimous. Motion Carries.

#### **7.2. Discussion**

Dr. Welch introduced Nick Caruso from CAFE to the Board. Mr. Caruso gave them a thorough presentation of the different roles and responsibilities of elected Board Members. He explained that effective school boards help to promote higher achieving students. He also reviewed the most common mistakes made by Board Members.

### **8. Old Business**

#### **8.1. Votes Required**

#### **8.2. Discussion**

### **9. Information**

### **10. Date and Time of Next Meeting**

January 11, 2010

7PM

PVMS Library

### **11. Adjournment**

Moved, to adjourn the meeting at 9:12pm. Burke-Grabarek/Andruskiewicz.  
Unanimous. Motion Carries.





# Mystic Air Quality Consultants, Inc.

1204 North Road (Rt. 117) Groton, Connecticut 06340

December 31, 2009

Mike House  
1 Route 164  
Preston, Connecticut  
06365

Re: Veterans Memorial School odor post clean-up fuel spill.

Dear Mr. House:

As requested on December 29, 2009, Mystic Air Quality Consultants, Inc. conducted an indoor air quality investigation at the facility referenced above. A follow-up investigation was conducted on December 31, 2009.

Sampling was conducted in the boiler room and the adjacent areas that odor was noticed from recent spill.

Sampling was conducted in the Superintendent's Office, Principal's Office, and the hall way adjacent to boiler room, gym and the boiler room.

All areas sampled were under 1 PPM, which is under the OSHA limits for regulated VOCs. The door to the boiler room should be kept closed to restrict the odors to the boiler room area.

Survey results:

December 29, 2009

Superintendent's Off. 0.0 PPB  
Hall adjacent to B.R. 81 PPB  
Boiler Room 3091 PPB

December 31, 2009

Superintendent's Off. 0.0 PPB  
Hall adjacent to B.R. 8.0 PPB  
Boiler Room 5587.0 PPB  
Principal's Off. 8.0PPB  
Gym 490.0PPB

Sincerely:

Christopher J. Eident R.S., CSP, CIH, CEO

Communications (24 hours):

Office: (860) 449-8903

website: [www.mysticair.com](http://www.mysticair.com)

FAX: (860) 449-8860

e-mail: [maq2@aol.com](mailto:maq2@aol.com)

Toll Free: 1 (800) 247-7746

## Synopsis of Work-to-Date as of January 6, 2010 Preston Veterans' Memorial School

### Monday, December 28, 2009 (10 project hours)

**Kropp Personnel:** S. Kropp, M. Kropp, P. Houle, R. Gibeault, M. Rochette, J. Williams, K. Grillo

**DEP Personnel:** B. Emanuelson, J. Chandler

**Preston Personnel:** J. Welch, Superintendent, T. Casey, Fire Marshal, B. Congdon, Preston First Selectman, M. House, Director of Buildings and Grounds

- Mini excavator, vacuum truck and response trailer dispatched to the scene at approximately 12:30 p.m.
- Scheduled one 23,000-gallon frac tank to be delivered to the site to be used for storing contaminated groundwater.
- Vacuumed D Boxes, septic tanks and boiler room drain periodically throughout entire day.
- Dug three test pits (TEP-1, TEP-2, TEP-3) with mini excavator to a depth of 12 feet to the water table at the direction of the Connecticut Department of Environmental Protection (CTDEP).
- At direction of CTDEP excavated down to the water table between galleys F1 and G1 and C1 and B1. Removed with the mini excavator galley F1 and galley C1.
- Screened soil with photoionization detector (PID) (Samples 1 through 11).
- Kropp collected water samples from on-site drinking water wells 1 and 2 and delivered to Phoenix Environmental Laboratories for 24-hour rush service.
- Dispatched and set up light towers on the scene.
- Moved dirt with the triaxle and separated into clean and contaminated piles.
- Removed all speedi dry in the boiler room placed by others prior to Kropp's arrival.
- Ventilated boiler room and adjacent hallways throughout entire day.
- Washed the floor in the boiler room numerous times.
- Put up a safety fence to protect excavation.

### Tuesday, December 29, 2009 (10.5 project hours)

**Kropp Personnel:** S. Kropp, M. Kropp, R. Gibeault, M. Rochette, J. Williams, K. Grillo, T. Wiese, R. Riley

**DEP Personnel:** J. Chandler, N. Torres, S. Wing, M. Senyk

**Preston Personnel:** J. Welch, Superintendent, T. Casey, Fire Marshal, B. Congdon, Preston First Selectman, M. House, Director of Buildings and Grounds, M. Sinko, Selectman, A. Gosselin, DPH

**Eastland Insurance Claims Service:** J. Hamm

**Weston Solutions:** J. Meyer

- Two meetings were held for debriefing of officials and insurance representatives (8:00 a.m. and 2:00 p.m.).
- Hitachi 200 excavator delivered to the site and CAT backhoe loader.
- Utilized mini excavator to maneuver stock piles of contaminated soil and clean overburden throughout day.
- Screened soil with PID (Samples 12 through 17).
- Dug one more test pit at the direction of CTDEP with mini excavator next to entrance gate (TEP-4).

- Operated the CAT backhoe to remove asphalt prior to galley removal and stored asphalt independently of soil stockpiles.
- Continued with excavation of contaminated soil and clean overburden and removal of galleys in the area of G1, B1, C1, F1, E1, H1, and D1.
- Received laboratory results confirming no ETPH present in Wells 1 and 2.
- Vacuumed D Boxes, septic tanks and boiler room drain periodically throughout entire day.
- Moved dirt with the triaxle and separated into clean and contaminated piles.
- Utilized vacuum truck to remove free product and water from the excavation area during excavation activities.
- CTDEP sampled drinking water wells at the Fleming's Plaza, House 342, and House 346
- Ventilated boiler room and adjacent hallways throughout entire day.
- Washed the floor in the boiler room numerous times.
- Poland Springs delivered bottled water to the daycare facility.
- Mystic Air Quality Consultants arrived on site to conduct an indoor air quality investigation and sample air quality in the boiler room and adjacent hallway.
- Andersen Oil on site to deliver fuel to equipment.
- Replaced the safety fence to protect excavation.

**Wednesday, December 30, 2009 (14 project hours)**

**Kropp Personnel:** S. Kropp, M. Kropp, R. Gibeault, M. Rochette, J. Williams, K. Grillo, T. Wiese, R. Riley

**DEP Personnel:** B. Emanuelson, N. Torres, State Geoprobe

**Preston Personnel:** J. Welch, Superintendent, T. Casey, Fire Marshal, B. Congdon, Preston First Selectman, M. House, Director of Buildings and Grounds, M. Sinko, Selectman, A. Gosselin, DPH

**Eastland Insurance Claims Service:** J. Hamm

**Weston Solutions:** J. Meyer

- Utilized mini excavator to maneuver stock piles of contaminated soil and clean overburden throughout day.
- Operated the CAT backhoe to remove asphalt prior to galley removal and stored asphalt independently of soil stockpiles.
- Continued with excavation of contaminated soil and clean overburden and removal of galleys in the areas of D2, C2, A2, B2, E2, F2, G2-3, H2-3, all galleys had heavy contamination at the surface.
- Double checked catch basins on entrance road and dry wells connected to infiltration basin in front of property.
- Exploratory excavation in the area of remaining D-box, including PID sampling (Samples 1 through 5)
- Utilized vacuum truck to remove free product and water from the excavation area during excavation activities.
- State geoprobe placed five wells (GP-1 through 5). This included wells on the outskirts of the leach field on all four sides, and one well in the vicinity of the 2,000-gallon septic tank located outside of the kitchen and maintenance departments.
- Moved dirt with the triaxle and separated into clean and contaminated piles.
- Meeting held to discuss forward actions.
- Replaced the safety fence to protect excavation.
- Ventilated boiler room and adjacent hallways throughout entire day.

**Thursday, December 31, 2009 (10 project hours)**

**Kropp Personnel:** S. Kropp, M. Kropp, R. Gibeault, M. Rochette, J. Williams, K. Grillo, T. Wiese, M. Thurlow

**DEP Personnel:** B. Emanuelson, N. Torres, F. Bartolomeo, S. Wing, State Geoprobe

**Preston Personnel:** J. Welch, Superintendent, T. Casey, Fire Marshal, B. Congdon, Preston First Selectman, M. House, Director of Buildings and Grounds, M. Sinko, Selectman

**Weston Solutions:** J. Meyer

- Utilized mini excavator to maneuver stock piles of contaminated soil and clean overburden throughout day.
- DEP (S. Wing) sampled Woodmansee Farm's five wells
- Continued with excavation of contaminated soil and clean overburden and removal of galleys in the areas of D2, C2, H2, G2, F2, E2.
- Screened soil with PID (Samples 1 through 7).
- KEC drilled hole in floor of the boiler room at the direction of CTDEP.
- Utilized 3800 CFM power vacuum truck to pump contaminated septic/sludge and water from the 2,000-gallon septic tank directly behind the kitchen and maintenance departments.
- Transported approximately 727 gallons of oil-contaminated septic sludge to United Services in Bridgeport, Connecticut.
- Abrahamson Septic Service on site to pump 3,500-gallon septic tank that did not receive an impact from the oil.
- Utilized vacuum truck to remove free product and water from the excavation area during excavation activities.
- Mystic Air Quality Consultants arrived on site to conduct a follow-up indoor air quality investigation and sample air quality in the boiler room, adjacent hallway, gym, and Principal's office. Mystic Air stated the areas sampled are under the OSHA limits for regulated VOCs, and suggested that the boiler room door remain closed to restrict the odors to the boiler room area.
- Unloaded into frac tank approximately 970 gallons contaminated liquid, 530 gallons was oil
- State geoprobe placed five wells (GP-6 through 10). This included wells in the center of Galleys E, F, G and H, and two next to the previously installed 10,000-gallon underground fuel oil storage tank.
- Moved dirt with the triaxle and separated into clean and contaminated piles.
- Poland Springs delivered water and dispensing units to the school.
- Replaced the safety fence to protect excavation.
- Ventilated boiler room and adjacent hallways throughout entire day.
- Investigated possibility of broken PVC pipe over the top of the buried existing 10,000-gallon heating oil storage tank.

**Friday, January 1, 2010 (12 project hours)**

**Kropp Personnel:** S. Kropp, M. Kropp, R. Gibeault, M. Rochette, J. Williams, K. Grillo, T. Wiese

**DEP Personnel:** B. Emanuelson

**Preston Personnel:** T. Casey, Fire Marshal, B. Congdon, Preston First Selectman, M. House, Director of Buildings and Grounds

**Weston Solutions:** J. Meyer

- Utilized mini excavator to maneuver stock piles of contaminated soil and clean overburden throughout day.
- Continued with excavation of contaminated soil and clean overburden and removal of galleys in the areas of H-3,4, G-3,4,5 and F-4,5.
- Screened soil with PID (Samples 1 through 26).
- Moved dirt with the triaxle and separated into clean and contaminated piles.
- Unloaded two loads of contaminated water into the frac tank.
- Plugged 4" pvc pipe at D-box.
- Utilized vacuum truck to remove free product and water from the excavation area during excavation activities.
- Put fence up with Fire Marshal for children to have exit for fire drill, had to jackhammer the pavement in order to place security fence.
- KEC/Weston Solutions met to discuss sampling requirements for drinking water site closure and contaminated soil removal.
- Placed hay around the catch basins, both directly under the pile of contaminated soil and next to the end of the clean overburden pile.
- Ventilated boiler room and adjacent hallways throughout entire day.
- Placed speedi-dri on the floor of the boiler room to assist with vapor control.

**Saturday, January 2, 2010 (11.5 project hours)**

**Kropp Personnel:** S. Kropp, M. Kropp, R. Gibeault, M. Rochette, J. Williams, K. Grillo, T. Wiese, M. Thurlow, E. Williams

**DEP Personnel:** B. Emanuelson

**Preston Personnel:** J. Welch, Superintendent, T. Casey, Fire Marshal, B. Congdon, Preston First Selectman, M. House, Director of Buildings and Grounds, W. Kornosewicz, BOE, Chairman of Building & Facilities

**Eastland Insurance Claims Service:** J. Hamm

**Weston Solutions:** J. Meyer

- Utilized mini excavator to maneuver stock piles of contaminated soil and clean overburden throughout day.
- Moved dirt with the triaxle and separated into clean and contaminated piles.
- Inspected 25-foot dug well at Bus Maintenance Garage for free product. None present.
- Water flow test performed at the 4" pvc pipe located on the outlet of the 2,000-gallon septic tank directly behind the kitchen/maintenance departments.
- Screened soil with PID (Samples 1 through 26).
- Continued with excavation of contaminated soil and clean overburden, and removal of galleys in the areas of F 5, 6, 7; E3, D2, 3; F4,5.
- Andersen Oil on site delivering fuel to equipment.
- Ventilated boiler room and adjacent hallways throughout entire day.
- Unloaded one load of water into frac tank.
- Utilized vacuum truck to remove free product and water from the excavation area during excavation activities.

**Monday, January 4, 2010 (11 project hours)**

**Kropp Personnel:** S. Kropp, M. Kropp, R. Gibeault, M. Rochette, J. Williams, K. Grillo, T. Wiese

**DEP Personnel:** B. Emanuelson

**Preston Personnel:** J. Welch, Superintendent, T. Casey, Fire Marshal, B. Congdon, Preston First Selectman, M. House, Director of Buildings and Grounds,

**Weston Solutions:** J. Meyer

- School started and students attended classes with no known incidents relating to the clean up
- Poland Spring and Crystal Rock delivered water.
- Continued excavation of contaminated soil and clean overburden around D3, B2, C2, A1, and D-box
- Utilized mini excavator to maneuver stock piles of contaminated soil and clean overburden throughout day.
- Moved dirt with the triaxle and separated into clean and contaminated piles.
- National Rent a Fence delivered fencing to the site and enclosed fire drill lane and open excavation with chain link fence.
- Unloaded one load (1800 gallons) of water into frac tank.
- Utilized vacuum truck to remove free product and water from the excavation area during excavation activities.
- Ventilated boiler room and adjacent hallways throughout entire day.
- Replaced speed-dri on the floor of the boiler room.
- Shoreline Sewer and Drain was on site with video inspection camera. Inspected pipe from septic tank outside of the kitchen to the D-box still in place. Also inspected drain pipe in boiler room to septic tank.

**Tuesday, January 5, 2010 (9.25 project hours)**

**Kropp Personnel:** S. Kropp, M. Kropp, R. Gibeault, M. Rochette, J. Williams, K. Grillo, T. Wiese

**DEP Personnel:** N. Torres, Geoprobe Crew

**Preston Personnel:** J. Welch, Superintendent, T. Casey, Fire Marshal, B. Congdon, Preston First Selectman, M. House, Director of Buildings and Grounds

**Eastland Insurance Claims Service:** J. Hamm

**Weston Solutions:** J. Meyer

- Poland Spring delivered cups to the coolers.
- Utilized mini excavator to maneuver stock piles of contaminated soil and clean overburden throughout day.
- Moved dirt with the triaxle and separated into clean and contaminated piles.
- Resampled excavation perimeter at water table and field screened with PID, approximately 46 samples.
- Vacuumed total volume of water/oil within excavation area.
- Locator company on site marking out underground utilities under boiler room. Drilling and hand auguring five additional holes in the boiler room to approximately a depth of 2 feet.
- DEP on site and surveyed wells.
- DEP on site with geoprobe to install additional wells.
- Mystic Air was on site and resampled while the children were in school.
- Estimates for soil disposal and trucking to facility.
- 

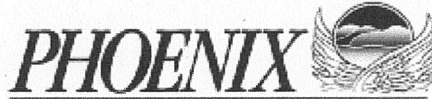
**Wednesday, January 6, 2010 (9 project hours)**

**Kropp Personnel:** S. Kropp, M. Kropp, M. Rochette, J. Williams,

**Preston Personnel:** J. Welch, Superintendent, B. Congdon, Preston First Selectman

**Weston Solutions:** J. Meyer and VeruTEK Representatives

- A meeting was held at 8:00 a.m. with B. Congdon, J. Meyer, and VeruTEK regarding possible in situ clean up
- KEC drilled four more holes in the Boiler Room floor and screened with a PID and soil samples were taken and sent to the laboratory to determine if ETPH was present.
- A safety fence was placed around the contaminated soil pile.
- Soil samples were collected for disposal at Ted Ondrick in Chicopee, Massachusetts. Soil was also sampled
- Three septic installation companies were contacted for quotations.
- A meeting was held at 2:00 p.m. with CLA Engineers, Inc., B. Congdon, and A. Gosselin regarding the installation of the septic system.



**Environmental Laboratories, Inc.**  
 587 East Middle Turnpike, P.O.Box 370, Manchester, CT 06045  
 Tel. (860) 645-1102 Fax (860) 645-0823



**Draft Progress Report**  
 December 29, 2009

FOR: Attn: Ms. Sally Wiese-Kropp  
 Kropp Env. Contractors  
 P.O. Box 258  
 Lebanon, CT 06249

Sample Information

Matrix: DRINKING WATER  
 Location Code: KROPP  
 Rush Request: RUSH24  
 P.O.#:

Custody Information

Collected by: SALLY K  
 Received by: BA  
 Analyzed by: see "By" below

Date      Time

12/28/09      16:04  
 12/28/09      17:47

Laboratory Data

SDG ID: GAS63188  
 Phoenix ID: AS63189

Project ID: 325 SHETUCKET TNPK PRESTON

Client ID: WW-2

Parameter	Result	RL	Units	Date	Time	By	Reference
Extraction of CT ETPH	Completed			12/28/09		O/E	3510/3520
<u>TPH by GC (Extractable Products)</u>							
Ext. Petroleum HC	ND	0.071	mg/L	12/29/09		JRB	CT ETPH
Identification	ND		mg/L	12/29/09		JRB	CT ETPH
<u>QA/QC Surrogates</u>							
% n-Pentacosane	83		%	12/29/09		JRB	CT ETPH

Comments:

If there are any questions regarding this data, please call Phoenix Client Services at extension 200.

ND=Not detected BDL=Below Detection Level RL=Reporting Level

This report must not be reproduced except in full as defined by the attached chain of custody.

PLEASE NOTE: THIS PROGRESS REPORT IS CONSIDERED PRELIMINARY DATA. THE RESULTS ENTERED HAVE NOT BEEN EXAMINED BY OUR QA/QC DEPARTMENT.

Phyllis Shiller, Laboratory Director  
 December 29, 2009

LAW OFFICES

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Matthew K. Curtin, Esq.  
[mcurtin@siegelconnor.com](mailto:mcurtin@siegelconnor.com)

PLEASE REPLY TO HARTFORD OFFICE

January 5, 2010

**VIA EMAIL ([welchj@prestonschools.org](mailto:welchj@prestonschools.org))**

Dr. John Welch, Superintendent of Schools  
Preston Public Schools Central Office  
325 Shetucket Tpke  
Preston, CT 06365

**RE: Budget Appropriation for Education in Fiscal Year 2011**

Dear Jack:

You asked me to research whether the fiscal year 2011 budget appropriation for education must equal, at a minimum, the budgeted appropriation for education for the fiscal years 2009 and 2010. The brief answer is that generally, yes, the fiscal year 2011 budget appropriation for education must equal, at a minimum, the budgeted appropriation for education for the fiscal years 2009 and 2010. Below you will find a detailed analysis of the issue.

**Applicable Law**

Generally, a town receiving an Education Cost Sharing (ECS) grant must budget at least the same amount for education in fiscal year (FY) 2010 and 2011 as it budgeted in FY 2009. See Conn. Gen. Stat. 10-262i(d). Additionally, any town receiving an increase in ECS grant funds must budget for education at least the same amount appropriated for the prior year plus the increase in funds. See Conn. Gen. Stat. 10-262i(c).

A town may, however, reduce its budgeted appropriation for education by an amount of up to the limit of the funds received directly from the State Fiscal Stabilization Fund pursuant to Title XIV of the American Recovery and Reinvestment Act of 2009 (P.L. 111-5) for such fiscal year, provided that upon passage of the municipal budget prior to June 30, 2009, the appropriations authority for the school district failed to account for the direct provisions of such fiscal stabilization funds to the Board of Education. See P.A No. 09-1, 19.

**Answer**

The Preston Board of Education (BOE) receives ECS grant monies, and is therefore subject to Conn. Gen. Stat. 10-262i. Consequently, the FY 2011 budget appropriation proposal for education must at least equal the budget appropriation for education in FY 2009. See Conn. Gen.

# SIEGEL, O'CONNOR, O'DONNELL & BECK, P.C.

Dr. John Welch, Superintendent of Schools  
Preston Public Schools Central Office  
January 5, 2010  
Page 2 of 2

Stat.10-262i(d). Moreover, if the BOE received an increase in ECS grant funds this fiscal year, the budgeted amount for education must equal at least the same amount appropriated for the prior year plus the increase in ECS funds. See Conn. Gen. Stat. 10-262i(c).

Of course, the budget may be reduced if the exception discussed above applies. Apart from this exception, however, the education budget appropriation for FY 2011 must equal, at a minimum, the education budget appropriation for FY 2009.

If you have any questions concerning this letter, please feel free to contact me.

Very truly yours,



Matthew K. Curtin



Faint text below the watermark, possibly '100% COTTON'.

# PRESTON PUBLIC SCHOOLS

## SUPERINTENDENT'S GOALS 2009-2010

1. To develop a new curriculum guide for Board approval in social studies.

Completed     Progress     Planned for Future  
 No Action     Rejected

2. To pilot in January 2010 a K-5 Spanish program coincidental with the development of a new curriculum guide for K-8.

Completed     Progress     Planned for Future  
 No Action     Rejected

3. To complement the implementation of the standards based student report card in K-6 by piloting a comparable system in grade 7.

Completed     Progress     Planned for Future  
 No Action     Rejected

4. To improve student performances on the CMT's (i.e., 80% at Goal/Advanced) by developing and implementing Student Improvement Plans for every student who performed below Goal/Advanced in any discipline in 2009.

Completed     Progress     Planned for Future  
 No Action     Rejected

5. To continue the process of integrating technology throughout the curriculum by implementing a recently developed Technology Skill Competencies protocol, K-8 (see attachment).

Completed     Progress     Planned for Future  
 No Action     Rejected

6. To offer a multi-week public outreach program for members of the community, especially seniors, who are interested in learning how to navigate the internet and use e-mail.

Completed     Progress     Planned for Future  
 No Action     Rejected

7. To continue to monitor the special education pre-referral process as well as staffing requirements to ensure that eligible students receive the services that they require in the most cost effective manner possible.

Completed     Progress     Planned for Future  
 No Action     Rejected

8. To successfully implement a special education instructional model at PPMS that emphasizes co-teaching, inclusionary practices and heterogeneous grouping as required by IDEA.

Completed     Progress     Planned for Future  
 No Action     Rejected

9. To implement Response to Intervention at PVMS and PPMS (see attachment).

Completed     Progress     Planned for Future  
 No Action     Rejected

10. To assist the Board of Education in finalizing its review of series 4000, 6000 and 7000 of the board's Policy Manual.

Completed     Progress     Planned for Future  
 No Action     Rejected

11. To achieve a 50% (plus) participation level by students/staff in the district's food services program.

Completed     Progress     Planned for Future  
 No Action     Rejected

12. To develop the Fiscal Year 2011 operating and capital budgets.

Completed     Progress     Planned for Future  
 No Action     Rejected

13. To periodically feature and profile a district teacher on our web page.

Completed    Progress    Planned for Future  
 No Action    Rejected

14. To evaluate the feasibility of creating a boys and girls lacrosse program at PPMS in 2010-2011.

Completed    Progress    Planned for Future  
 No Action    Rejected

15. To pilot implementation of the Teacher-Administrator Evaluation protocol adopted by the board.

Completed    Progress    Planned for Future  
 No Action    Rejected








## Preston Public Schools

# Memo

**To:** Jack Welch, Superintendent  
**From:** Gary Miller, Interim Business Manager   
**Date:** January 6, 2010  
**Re:** FY2010 Budget Status Report  
**Encl:** (1) Budget Status – January 2010

The attached Budget Status Report provides an object level view of the current 2009-2010 budget. The Expended column reflects all expenditures through December 2009. The Encumbered & Forecast column shows actual encumbrances plus a forecast of future costs to the end of the fiscal year. The latter column will be adjusted as the year progresses in order to provide a Balance column which more clearly shows areas of potential or known savings, as well as, known and anticipated deficits.

1. Personnel (Object 111 and 112) and Benefits (Object 200) reflect payroll expenses to date. The Salary accounts reflect the transfer of \$115,000 between the Regular Education and Special Education Teacher salary lines approved at the December 14, 2009, Board of Education meeting.
2. ARRA Stabilization Grants Offset – I am continuing to track the expenditure of ARRA funds under the Regular Education Teachers account (111.004) to show \$436,130 as a grant offset to the current budget. I have also added a line at the end of the report to reflect a reserve to lapse to the town at the end of the fiscal year.
3. Purchased Services for Building Maintenance (Objects 430-432 and 450) show a potential deficit of approximately \$20,000 due to boiler repairs and several other unbudgeted items.
4. Alternative Transportation (Object 510) – This account accounts for summer school transportation as well as specialized transportation for students that can not be accommodated with our own vehicles. A shortage of drivers and transportation requirements has exacerbated the situation. Although we are exploring ways of controlling these costs, I am projecting a status quo cost through the end of the year.
5. Special Education Tuition (Object 563) – Based on changes in out-placements and associated tuition costs, we are projecting a budget surplus in this account. The projection assumes a 77% reimbursement rate from the state for excess costs of high cost special education placements. This percentage rate is based on the latest information received from the Bureau of Grants Management.

6. Electricity (Object 622) – As a result of my utility analysis, I have identified a potential savings in electricity for this year due to cost saving measures taken last year to procure generated electricity through a source other than CL&P. The rate through GEXA Energy CT LLC is approximately 0.5 cents per KWH less than the standard offer from CL&P. I will monitor electrical consumption monthly throughout the school year. This savings may be needed to offset the loss of heating oil at PVMS in December.
7. I recommend the following budget transfers to use the projected Special Education Tuition surplus to cover the projected deficits in Purchased services and Alternative Transportation:

563	Special Education Tuition	(\$105,000)
431	Equipment Repairs	\$25,000
450	Building Improvements	\$15,000
510	Alternative Transportation	\$65,000

**Preston Board of Education  
FY2010 Budget Status Report**

July 2009 to December 2009

	Account	Current Budget	Expenses	Encumb- Projected	Balance
111	Certified Personnel				
	.001 · Superintendent	115,257	53,196	62,061	-
	.002 · Director of Cir., Inst & Sped	84,460	38,982	45,478	-
	.003 · Principals	196,013	90,467	105,546	-
	.004 · Regular Education Teachers	2,313,813	627,012	1,686,801	436,130
	<i>ARRA Stabilization Grants Offset</i>	-	(131,330)	(304,800)	-
	.005 · Principal Designee	1,700	-	1,700	-
	.006 · Special Education Teachers	479,650	203,342	264,482	11,826
	.007 · Nurses	92,501	39,376	53,125	-
	.008 · Summer school teachers	13,111	17,433	-	(4,322)
	<b>Total Certified Personnel</b>	<b>3,296,505</b>	<b>938,478</b>	<b>1,914,393</b>	<b>443,634</b>
112	Classified Personnel				
	.010 · Business Manager	68,165	42,719	25,446	-
	.011 · Admin Ass't- Special Education	36,520	23,210	13,310	-
	.012 · Executive Administrative Ass't	44,321	20,573	23,748	-
	.014 · B&G Supervisor	66,415	30,653	35,762	-
	.015 · Technical Coordinator	35,000	16,154	18,846	-
	.016 · Paraprofessionals	314,286	84,359	229,927	-
	.018 · School Secretaries	49,040	25,339	23,701	-
	.019 · Custodians	136,907	66,608	70,299	-
	.020 · Transportation Personnel	496,450	184,292	312,158	-
113	Substitute Paraprofessionals	9,000	3,558	5,442	-
114	Tutors - Homebound Students	12,000	855	5,000	6,145
122	Stipends	3,500	4,000	-	(500)
	<b>Total Classified Personnel</b>	<b>1,271,604</b>	<b>502,320</b>	<b>763,639</b>	<b>5,645</b>
212	Health Insurance	983,306	721,142	262,164	-
215	Life Insurance	9,374	902	8,472	-
220	Social Security	152,634	55,857	96,777	-
250	Unemployment Comp	44,000	18,944	25,056	-
260	Workers Comp	53,404	26,459	26,945	-
291	Annuity Payments	88,362	15,854	72,508	-
	<b>Total Benefits</b>	<b>1,331,080</b>	<b>839,158</b>	<b>491,922</b>	<b>-</b>
315	Substitute Teachers and Interns	70,000	23,460	46,540	-
320	Special Education Services	55,496	35,511	19,985	-
322	Staff Development	15,500	9,813	5,687	-
330	Professional Purchased Services	35,759	25,753	10,006	-
331	Legal Services	50,000	9,215	40,785	-
421	Bus & Garage Repairs	45,000	32,034	12,966	-
430	Repairs & Maintenance	55,384	32,566	22,818	-
431	Equipment Repairs	4,500	27,997	-	(23,497)
432	EMERGENCY REPAIRS	17,000	1,903	-	15,097
442	Copy Machine Leases, etc.	43,000	21,065	21,935	-
450	Building Improvements	21,065	33,375	-	(12,310)
	<b>Total Purchased Services</b>	<b>412,704</b>	<b>252,692</b>	<b>180,722</b>	<b>(20,710)</b>

**Preston Board of Education**  
**FY2010 Budget Status Report**  
 July 2009 to December 2009

	Account	Current Budget	Expenses	Encumb- Projected	Balance
510	Alternative Transportation	50,400	56,635	55,000	(61,235)
530	Communications	40,000	16,472	23,528	-
531	Postage	5,600	957	4,643	-
570	Food Service Stoploss	25,000	10,877	14,123	-
580	Travel	10,000	3,156	6,844	-
	<b>Total Other Purchased Services</b>	<b>131,000</b>	<b>88,097</b>	<b>104,138</b>	<b>(61,235)</b>
560	Regular Ed Tuition	1,953,188	998,923	954,265	-
563	Special Ed Tuition	1,458,879	861,193	412,686	185,000
	<b>Total Student Tuition</b>	<b>3,412,067</b>	<b>1,860,116</b>	<b>1,366,951</b>	<b>185,000</b>
611	Instructional Supplies	53,110	48,666	4,444	-
613	Custodial Supplies	26,000	28,200	2,500	(4,700)
620	Heat & Propane	94,747	94,102	-	645
622	Electricity	174,253	33,548	120,000	20,705
628	Gasoline/Diesel	113,313	115,171	-	(1,858)
641	Textbooks/Workbooks	14,420	5,886	8,534	-
690	Non-Instructional Supplies	9,784	9,399	385	-
	<b>Total Supplies/Commodities</b>	<b>485,627</b>	<b>334,972</b>	<b>135,863</b>	<b>14,792</b>
730	Instructional Equipment	-	-	-	-
734	Technology	102,870	66,238	36,632	-
	<b>Total Equipment</b>	<b>102,870</b>	<b>66,238</b>	<b>36,632</b>	<b>-</b>
810	Dues/Fees	12,705	11,871	-	834
	<b>Total Expense</b>	<b>10,456,162</b>	<b>4,893,942</b>	<b>4,994,260</b>	<b>567,960</b>
	Funds Reserved for Town ECS				436,130
	<b>Current Projected Fund Balance</b>				<b>131,830</b>

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**Business and Non-Instructional Operations****Transfer of Funds between Categories**

The Board of Education may transfer any unexpended or unencumbered portion of any appropriation for school purposes to any other item of such itemized estimate, but expenditures shall not exceed the appropriation made by the fiscal authority combined with such money as may be received from other sources for school purposes.

At the December, March and June meetings, the Superintendent will make recommendations to the Board, if necessary, for budget adjustments in the form of transfers from any major series projected to be over expended or which is over expended from any major series in which funds are either projected to be under expended or in which funds can be frozen.

The Superintendent is authorized to transfer funds from any line item in an amount less than \$10,000, under emergency conditions if the urgent need for the transfers prevents the Board from meeting in a timely fashion to consider such transfer. All transfers made in such instances shall be announced at the next regularly scheduled meeting of the Board.

Legal Reference: **Connecticut General Statutes**

10-222 Appropriations and budget (as amended by PA 98-141).

**Policy adopted: 3/12/07**

January 6, 2010

TO: Dr. Welch

FROM: Linda Congdon RN

Subject: H.O. activity 10/01/09 – 12/23/09

To follow are the statistics and types of health office activity for the time frame noted above.

	Number of school days	Health Office Visits	Doses of Medication administered	Parent Communication	Students sent Home	911 Calls	Accident Reports	Records copied/sent	Fieldtrips	Average # visits per day
<b>Oct-09 20</b>										
PVMS		669	85	181	48	0	1	4	1	33
PPMS		381	31	156	14	0	2	3	2	19
Total		1050	116	337	62	0	3	7	3	

	Number of school days	Health Office Visits	Doses of Medication administered	Parent Communication	Students sent Home	911 Calls	Accident Reports	Records copied/sent	Fieldtrips	Average # visits per day
<b>Nov-09 18</b>										
PVMS		450	75	171	32	0	0	0	1	25
PPMS		267	34	71	3	1	3	3	0	15
Total		717	109	242	35	1	3	3	1	

Number of school days	Health Office Visits	Doses of Medication administered	Parent Communication	Students sent Home	911 Calls	Accident Reports	Records copied/sent	Fieldtrips	Average # visits per day
Dec-09	16								
PVMS	391	68	67	8	0	1	0	1	24
PPMS	248	31	49	10	0	2	2	2	16
Total	639	99	116	18	0	3	2	3	

- Review registration forms for transferring students in all grades; follow up with parent/guardian, child and appropriate staff regarding chronic illness, acute injury, special needs, mandated health requirements
- Prepare Cumulative Health Folders for new students, enter immunization records and mandated physical exam information on folder
- Copy, file and send records of students transferring out of district
- Receive and organize medication orders/supplies for students, follow-up with parent/guardian as needed
- Gather data for Asthma Survey, report data to CT DPH for State Immunization Survey
- Review annual sports exams, record and keep ongoing list of students with current and expiring sports exams
- Update teachers and appropriate staff on health needs for 09-10 school year based on currently available information
- Attend 504 meetings (14), PPT's (2) and consults as necessary
- Ongoing screening for all grades for vision, hearing, height and weight, referral as needed
- Scoliosis screening for 5 - 8<sup>th</sup> grade students

Clearly the entire system was impacted by the spike in illness related to influenza that we experienced primarily in October. Possibly the heightened awareness, instruction and follow through regarding respiratory etiquette, general housekeeping (i.e. cleaning desks, keyboards, shared equipment, installation of hand sanitizer dispensers), and attendance guidelines had an ameliorative effect on the degree of impact.

cc: D. Grabarek , BOE Chairperson  
 K. Walsh, Principal, PVMS  
 R. Bernier, Principal, PPM  
 S.Porter RN, School Nurse, PPMS



**PRESTON PUBLIC SCHOOLS**  
Office of the Superintendent of Schools  
325 Shetucket Turnpike  
Preston, Connecticut 06365-8631

**John J. Welch, Ed.D.**  
*Superintendent of Schools*  
[welchj@prestonschools.org](mailto:welchj@prestonschools.org)

**(860) 889-6098**  
**FAX (860) 889-8685**

December 18, 2009

Mr. Nick Caruso  
Connecticut Association of Boards of Education, Inc.  
81 Wolcott Hill Road  
Wethersfield, CT 06109-1242

Dear Nick,

On behalf of the Preston Board of Education, I want to express their appreciation, and my own for your excellent albeit condensed presentation to the board on December 14<sup>th</sup>.

As usual, you were well-prepared and extremely informative. Your presentation proved to be an excellent learning experience for everyone.

CABE is fortunate to have a person of your caliber on staff.

Best wishes for the holiday season.

Very truly yours,

A handwritten signature in black ink, appearing to read "Jack", is written over the typed name "John J. Welch, Ed. D.".

Cc: Bob Rader  
**Preston Board of Education**



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January 6, 2010

SEARCH



## Local News

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### Groton teachers dig deep, donate \$27,000 to region's United Way

By Matt Collette

Publication: The Day

Published 12/29/2009 12:00 AM

Updated 12/29/2009 03:37 AM

COMMENTS ( 12 ) SHARE PRINT

#### Contribution nearly six times as large as last year's

**Groton** - Teachers in Groton raised more than \$27,000 for the United Way of Southeastern Connecticut, a donation almost six times as large as the sum they raised last year.

Dana Williams, a United Way staff member who worked with administrators and teachers in Groton, called the fundraising "an amazing increase, especially for this year."

Of the close to 700 people who work for Groton Public Schools, half gave money to the United Way this year, Williams said. The average donation was about \$79.

"You could say the economy is making people give more because they know there is a greater need, but that's not always the case," Williams said. "This time of year can be a good time to fundraise because people are already feeling generous, but sometimes people just don't have any more to spend."

Earlier this year, teachers in Groton chose to forgo raises next year so the Board of Education could maintain its budget without raising taxes.

"I think this really shows how dedicated our teachers are to the community," said Paul Kadri, the town's superintendent of schools.

The United Way of Southeastern Connecticut provides funding for 28 partner agencies and runs the Gemma E. Moran United Way Labor Food Center, which distributes about 1.5 million pounds of food at 80 sites in the region.

The local United Way chapter's goal is to raise \$6,345,000 and, though the fundraising drive runs through February, the organization has raised 90 percent of its goal, said Laura Giannelli, a United Way spokeswoman.

CLICK TO SEE ALL COMMENTS

#### MORE

#### Generosity

Other organizations whose donations to United Way of Southeastern Connecticut increased this year:

- Thames Printing Co.: 151 percent increase
- New London Public Schools: 89 percent increase
- OIC of New London County: 72 percent increase
- Preston Public Schools: 70 percent increase
- Salem School District: 51 percent increase
- Monro Muffler: 45 percent increase
- Davis Standard Corp.: 43 percent
- Lawrence & Memorial Hospital: 39 percent
- Applied Physical Science: 35 percent
- Norwich Public Utilities: 35 percent

Source: Laura Giannelli, United Way of Southeastern Connecticut. Donation totals in dollar figures were not available because fundraising efforts are ongoing.

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**Preston: Local Mom Makes \$77/hr Online!**  
 Unemployed Mom Makes \$6,397/Month Working Online! Read How She Did It.  
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