

Board of Education Regular Meeting

Monday, August 9, 2010 7:00 PM

PPMS Library, 1 Route 164, Preston, CT 06365

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

Board of Education Regular Meeting

July 19, 2010 07:00PM

PVMS Library

1. Call to Order

Pauline Andruskiewicz called the meeting to order at 7:01PM. Other members present: Charles Raymond, Dan Harris, Deborah Burke-Grabarek, John Moulson (arrived at 7:05PM). James Jancewicz and Sandra Gauthier were absent. Also present: Dr. Welch; Superintendent, Gloria Homiski; Recording Secretary, Ivy Davis; Director of Curriculum, Instruction and Special Education, Gary Miller; Interim Business Manager. Audience: Paul Petrone; Norwich Bulletin, Julianne Hanckel; The Day, Pat Hibbard, Pearle Potter, MaryAnn and Robert O'Neil, Mike Clancey, Chet Sajkowicz, Bob Payette, Andy Bilodeau, Gale Ennis, Patti Daniels, Amy Sabrowski, Sue Guiher, Kevin Mercik, Sherry Guertin, Rebecca Boenig, Charlotte Fenton, Tim Bowles, Donna Nintean, Mike Tonan, Kim Moran, Jennifer Dio, Sandra Bosko, Glenn Babbitt, Susan Strader, Norm Gauthier and Attorney Nick Grello.

2. Pledge of Allegiance

3. Approval of Minutes

Moved, to adopt the minutes of June 14, 2010. Burke-Grabarek/Raymond.

Unanimous. Motion Carries.

Moved, to adopt the minutes of June 21, 2010. Harris/Andruskiewicz. Unanimous.

Motion Carries.

4. Public Comment

Norm Gauthier invited the BOE and school staff to an FOI presentation on June 21st at 6:30PM at Town Hall.

Mike Clancey asked Pauline Andruskiewicz what ordinance her Public Comment statement is from. Pauline explained that the statement comes from CABE.

Rebecca Boenig; Bus Driver, read a statement to the BOE regarding the Union's desire to keep busing in house.

Bill Legler asked why a Board Member has not been present at CSEA Negotiations.

Susan Strader encouraged the BOE to keep busing in house unless a significant savings can be proven. She questioned the ability to evaluate providers properly.

Tim Bowles appreciates the BOE's obligation to look at cost savings, but knows that the Town's desire is to keep busing in house. He requested a formal Public Hearing on the matter.

Mary Ann O'Neil asked if outsourcing buses would make a huge bottom line impact.

Robert O'Neil believes the BOE should represent the public and the public wants to keep busing in house.

Bill Legler stated that he sees no savings at all from outsourcing and worries that the cost to outsource will only increase as time passes.

Pearle Potter; Bus Driver, stated her frustration over the continuation of the feasibility study. She stated that Preston Drivers do their jobs well and that they care about the kids and the kids care about them.

Kevin Mercik; CSEA Representative, explained that a grievance was filed because the union was not clear as to whether or not the BOE was going out to bid on busing. Dr. Welch stated that the BOE has taken no action to obtain bids at this time.

Moved, to take the agenda out of order to discuss item 10 Executive Session. Andruskiewicz/Burke-Grabarek. Harris, Raymond also in favor. Moulson opposed. Motion Carries.

Moved, to convene in Executive Session to discuss strategy with respect to collective bargaining and to discuss an attorney-client privileged communication relative to insurance. Andruskiewicz/Burke-Grabarek. Harris, Raymond also in favor. Moulson opposed. Motion Carries.

The board came out of Executive Session at 8:30PM.

Moved, to deny the CSEA Grievance due to the fact that the BOE has not voted to go out to bid for transportation services. Moulson/Andruskiewicz. Unanimous. Motion Carries.

Moved, to direct the Superintendent to pay the first quarter of the LAP Premium, in the amount of 14,024.00, without prejudice. Andruskiewicz/Burke-Grabarek. Unanimous. Motion Carries.

5. Board of Education Committee and Other Reports

Deborah Burke-Grabarek explained that Andy Hess has arranged for a tour of Pine Point Schools' solar panel system on July 22nd at 2PM.

Gary Miller called the State of Connecticut's Building Facilities Committee and stated that the solar project must go through the General Assembly. Mike Clancey said that he did not think this was the case and that he would speak to Andy Hess regarding the matter.

6. Superintendent Reports and Recommendations

Summer School:

Dr. Welch stated that 46 students (grades K-8) are participating in our ESY Program. The program began on July 6th and will end on August 5th. Four teachers and five instructional assistants man the program.

CMT scores were released. Overall, grades 6-8 were more successful as compared to the elementary grades.

6.1. BOE Expenditure Report/Projection Report

Gary Miller; Interim Business Manager, reviewed the Financial Statement. At this point he estimates approximately 170,000 in surplus.

6.2. Preston Cafeteria Profit and Loss Report

The breakfast program has shown positive results for the cafeteria. A Point of Sale program will be put into place for the 10-11 school year.

7. New Business

7.1. Votes Required

7.2. Discussion

Audit Committee Policy: John Moulson created this policy. He stated that the auditors work for the BOE, not management. This committee would give the auditors the ability to point out any weaknesses or areas of concern to the BOE. Dr. Welch recommended that this policy be written in typical policy format and be numbered in the 3000 series. It will be brought back to the Board in August.

Moved, to take the agenda out of order to address 8.1 Votes Required: School Transportation Services. Raymond/Burke-Grabarek. Unanimous. Motion Carries.

Another meeting of the Transportation Sub-Committee will be held before any decision is made regarding a request for proposals.

Moved, to table the motion without action that would authorize the Superintendent to issue a request for proposals for transportation services for the 2010-2011 school year. Andruskiewicz/Burke-Grabarek. Unanimous. Motion Carries.

K-8 Spanish Curriculum: Ivy Davis; Director of Curriculum, Instruction and Special Education, explained that the new Spanish curriculum is geared to integrate Spanish while reinforcing instruction in other subject areas. The curriculum standards include conversation, interpretive communication, presentation (oral and written), culture, connections and community. The assessments are nationally accepted. The Spanish curriculum will be reviewed and brought back to the board in August.

Director of Finance Job Description: Dr. Welch presented the BOF approved job description to the BOE. He stated that a few adjustments will be made and then the job description will be brought back to the board for a vote at their August meeting.

Policies 4112.61(a)(b) HIPPA, 4114 Assignment and Transfer, 4115 Supervision and Evaluation, 4117.4 Non-Renewal/Suspension, 4117.5 Termination of Employment were all reviewed by the board. It was decided that none of the aforementioned policies required any changes. Policy 4115.3 Coaches and 4212.8 Nepotism will both be brought back to the board with adjustments.

8. Old Business

8.1. Votes Required

Policy 4000: Concepts and Roles in Personnel

Moved, to approve policy 4000 with changes as noted. Moulson/Raymond. Unanimous. Motion Carries.

Moved, to approve Policy 4211.1 Equal Employment Opportunity, Policy 4112 Appointment, Policy 4212.1 Provisions of Negotiated Agreements/Contracts, Policy 4212.5 Security Check/Fingerprinting, Policy 4212.51 Reference Checks, and Policy 4212.6 Personnel Records as presented. Andruskiewicz/Burke-Grabarek. Unanimous. Motion Carries.

8.2. Discussion

9. Information

Thank you Letter to Chief Casey

10. Executive Session

11. Date and Time of Next Meeting

Regular BOE Meeting, August 9, 2010

7PM, PVMS Library

Transportation Sub Committee Meeting, July 26, 2010

5PM, PVMS Library

12. Adjournment

Moved, to adjourn the meeting at 10:15PM. Andruskiewicz/Harris. Unanimous.
Motion Carries.

Business and Non-Instructional Operations

Audit Sub-Committee

The Board of Education recognizes that it must be responsive to weaknesses and non-compliance issues that may be uncovered in its financial system and its internal control system following the annual audit. It also must have assurances that applicable policies and procedures are being followed by the school system's administrators. One of the principal methods for receiving this assurance is through the annual town audit.

Therefore, the Board has decided to establish an audit sub-committee. The sub-committee will be comprised of three members appointed by the Chairperson pursuant to Policy 9132.

The sub-committee will meet with the auditors prior to the beginning of each audit period to discuss major concerns of the Board relative to the audit and areas to be examined as well as to determine the auditor's main concerns. Perceived weaknesses should also be discussed at this time. The sub-committee will also meet with the auditors at the conclusion of the audit to determine its effectiveness, system problems and areas where better coordination and cooperation could improve effectiveness. The sub-committee may also meet with the auditors on other occasions, if deemed necessary.

In addition to improving communication between the auditors and the Board, the sub-committee should through discussions with other Board members and the Superintendent, seek out areas of potential concern. The committee would then propose questions for the town auditors which could lead to alleviation of these concerns.

Policy adopted:

Preston Board of Education

Policies, Regulations, and Bylaws

4115.3(a)

Personnel — Certified

Coaches

Preston Public Schools will seek and maintain qualified coaches for student athletes.

Coaches shall be evaluated annually by the Principal or his/her designee. Each coach shall receive a written copy of the evaluation. The purposes of evaluation are:

- A. to provide a systematic process to increase coaching effectiveness.
- B. for coaches to analyze coaching strengths and weaknesses, and the contributions they have made to the athletic program.
- C. for the administrative staff to analyze the strengths and weaknesses of individual coaches and use this knowledge to improve coaching performance.
- D. For administrative recommendations on continued personnel employment, granting of increments, and/or other recommendations to the Superintendent of Schools.

An integral part of coaching evaluation is self-appraisal including coaching knowledge of sports areas, coaching skills and techniques, attitudes, behavior patterns, values and ethics.

Any coach that has held the same coaching position for three or more years, for which the Board terminates or non-renews the contract shall be informed of the Board's decision within ninety (90) days of the completion of the sport season covered by the contract. The coach may request a written statement from the Board specifying the reason(s) for the Board's action. The statement shall be provided within thirty (30) days of the request.

The Board may terminate the contract of any coach at any time for reasons of moral misconduct, insubordination, or a violation of the rules of the Board or because a sport has been cancelled by the Board.

Legal Reference: **Connecticut General Statutes**
 10-151b Evaluation by superintendent of certain educational personnel
 10-220a In-service training
 PA 04-243 An Act Concerning Notification in Cases of Termination of Coaches

Policy adopted:

Preston Board of Education

Policies, Regulations, and Bylaws

4112.8

4212.8

Personnel -- Certified and Non-Certified

Nepotism: Employment of Relatives

Notwithstanding the customary appointment practices outlined in policy #4111 Appointment, the following shall govern conflict of interest in staff employment and the appointment of the persons described in paragraphs 1 and 2 below:

- A. A spouse, minor child, Board of Education member dependent, or persons related otherwise by blood or marriage to a Board of Education member must be appointed by the Board of Education and may be employed only following full disclosure of the relationship by the Board of Education member in a public meeting. Employment will then be based upon the Board's vote of appointment excluding the vote of the related Board of Education member.
- B. Persons related by blood or marriage to members of the administrative staff shall not be appointed to a position that is in a line relationship involving supervision and evaluation of the position by that administrator.
- C. Members of the immediate family may be employed in the same department or work location when approved in writing by the Superintendent or the Superintendent's designee; provided, however, that the superintendent must abide by B above.

Policy adopted:



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

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

July 19, 2010

Robert Maurice
Board of Finance
389 Route 2
Preston, CT 06365

Dear Mr. Maurice:

I am in receipt of your request for "a copy of the legal opinion that the Board of Education received regarding the payment of the \$50,000 in insurance expenses in the 2010-2011 Board of Education budget" dated July 14, 2010. The document you seek is exempt from disclosure under the Freedom of Information Act, Conn. Gen. Stat. § 1-200 et seq. Consequently, your request is denied.

Very truly yours,

A handwritten signature in black ink that reads "Pauline Andruskewicz". The signature is written in a cursive style.

Pauline Andruskewicz
Chairwoman
Preston Board of Education



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welchj@prestonschools.org

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

July 22, 2010

Mr. Kevin Mercik
SEIU
760 Capitol Ave.
Hartford, CT 06106

Dear Mr. Mercik,

Reference is made to the enclosed grievance which was denied by the Preston Board of Education on July 19, 2010. See the appended excerpt from the board meeting minutes for further detail.

Very truly yours,

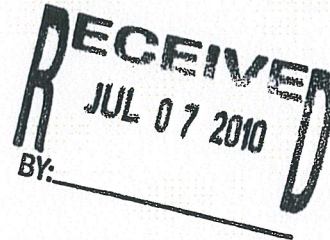
A handwritten signature in cursive script that reads "John J. Welch".

John J. Welch, Ed. D.

cc: Preston Board of Education
Mr. Grello



July 2, 2010



Preston Board of Education
Preston Public Schools
325 Shetucket Turnpike
Preston, CT, 06365

Members of the Board,

The Union now advances its grievance (enclosed with this letter) regarding the Board's failure to provide information to step two.

We are disappointed that the superintendent did not attempt to schedule a grievance meeting, as required by the collective bargaining agreement, instead choosing to provide a one-word response to the grievance. The Union hopes that the Board takes this issue more seriously. The behavior of the superintendent in this matter only serves to fuel our perception that the Board is circumventing the agreed process in order to fast-track outsourcing.

The Board has not met its obligation under Article 10 to provide all pertinent information on which the decision to contract out bargaining unit work was based, and thus has failed to provide proper notice to the Union. Further, this failure to provide information severely limits the Union's ability to provide a bid for services. To be clear, the thirty day notice period will begin when the Union receives the information that the Board must provide. If drivers are harmed in any way by the Board's actions, we insist that they be made whole in every way.

Sincerely,

Kevin Mercik
Staff Representative

CSEA SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 2001

760 Capitol Avenue, Hartford, Connecticut 06106-1206

Telephone: 816-951-6614, 800-862-2256

FAX: 860-951-3526

GRIEVANCE FORM

Date: June 24, 2010
Supervisor Submitted To: Jack Welch
Grievant: Institutional
Steward/Staff Representative: Kevin Mercik

Employer: Preston Board of Education Phone: (860) 889-6098

(Address) (City) (State) (Zip)

Contract Articles Violated: Article 10 and any and all relevant contract articles and other provisions.

Details of Grievance: The employer did not provide all pertinent information upon which the employer based its decision to contract out Bargaining Unit work, including, but not limited to, a failure to provide full cost info
Remedy Requested: Provide all pertinent information, make ^{steps} drivers whole in every way, suspend timelines for Union response to feasibility study until all info is p

Employee/Representative Signature: [Signature] Kevin Mercik Date: 9 June 24, 2010
(Signature) Name (print)
Address: 760 Capitol Ave 06106 Phone: 860-951-6614
Job Title: Staff representative Email: KMERCIK@CSEA760

Disposition - Step 1:

Supervisor: _____ Date: _____
(Signature) (Title)
Steward: _____ Accepted: _____ Appealed: _____ Date: _____ Phone: _____
(Signature)

Disposition - Step 2: Denied

For Employer by: [Signature] Sept. Date: 6-30-10
(Signature) (Title)
For Union by: _____ Date: _____
(Signature)

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Superintendent of Schools
welchj@prestonschools.org

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

July 29, 2010

Ms. Cathy Gambrell
LAP Manager
Connecticut Interlocal Risk Management Agency
P.O. Box 32618
Hartford, CT 06150-2618


Dear Ms. Gambrell,

Enclosed please find payment in the amount of \$14,024.00 for the "2010-11 1st quarter LAP premium" invoice that was forwarded to the Board of Education by the office of the First Selectman. Please note that such payment is being made without prejudice to the Board of Education's position with respect to the Town of Preston's decision requiring the Board of Education to "absorb" such cost as part of its budget.

Additionally, if bills are going to be forwarded to the Board of Education in the future, please provide the board with a breakdown of the specific costs for each component that constitute the LAP insurance.

Thank you in advance for your anticipated cooperation.

For the Preston Board of Education,



John J. Welch, Ed. D.

cc: **Preston Board of Education**
Robert Congdon
Nick Grello



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Office of the Superintendent of Schools
325 Shetucket Turnpike
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John J. Welch, Ed.D.
Superintendent of Schools
welchj@prestonschools.org

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

July 29, 2010

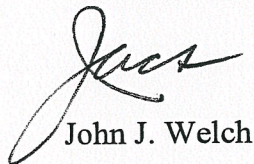
Mr. Robert Congdon
First Selectman
Preston Town Hall
389 Route 2
Preston, CT 06365

Dear Bob,

During the week of July 12th, your office forwarded to the Board of Education an invoice dated July 2, 2010 from the Connecticut Interlocal Risk Management Agency. The invoice is for "2010-11 1st quarter LAP premium." My assumption is that the invoice is for property and vehicles owned by the Town and used by the Board of Education.

The Board of Education has submitted payment for the invoice to the Connecticut Interlocal Risk Management Agency without prejudice to its position that the Board of Finance's actions on May 26, 2010 and the Town's subsequent decision to forward the bill to the Board of Education is in violation of Connecticut General Statutes Section 10-222.

For the Preston Board of Education,

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

John J. Welch

Cc: **Preston Board of Education**
Preston Board of Finance
Nick Grello



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welchj@prestonschools.org

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July 19, 2010

Mr. John Chapman
27 Tanglewood Drive
Preston, CT 06365

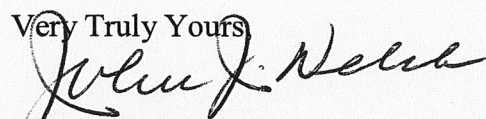
Dear Mr. Chapman,

Thank you for your interest in serving as the non-voting parent member of the Board of Education's Ad Hoc School Consolidation Committee.

A total of five parents responded to this opportunity to assist the committee in addressing this topic.

A random lottery was conducted among the five aspirants and Mrs. Larissa Klemenko was selected as the parent representative.

Thank you for your continuing support of Preston Public Schools.

Very Truly Yours

John J. Welch, Ed. D.

cc: Preston Board of Education
Principals



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July 19, 2010

Mrs. Melysa Leone
361 Old Jewett City Road
Preston, CT 06365

Dear Mrs. Leone,

Thank you for your interest in serving as the non-voting parent member of the Board of Education's Ad Hoc School Consolidation Committee.

A total of five parents responded to this opportunity to assist the committee in addressing this topic.

A random lottery was conducted among the five aspirants and Mrs. Larissa Klemenko was selected as the parent representative.

Thank you for your continuing support of Preston Public Schools.

Very Truly Yours,

A handwritten signature in cursive script that reads "John J. Welch".

John J. Welch, Ed. D.

cc: Preston Board of Education
Principals



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Superintendent of Schools
welchj@prestonschools.org

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

July 19, 2010

Mrs. Susan Strader
463 Route 164
Preston, CT 06365

Dear Susan,

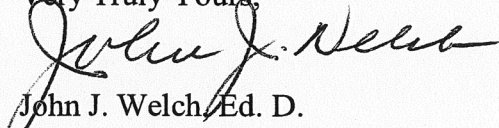
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Thank you for your continuing support of Preston Public Schools.

Very Truly Yours,



John J. Welch, Ed. D.

cc: Preston Board of Education
Principals



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John J. Welch, Ed.D.
Superintendent of Schools
welchj@prestonschools.org

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

July 19, 2010

Mrs. Stephanie Greene
63 Middle Road
Preston, CT 06365

Dear Stephanie,

Thank you for your interest in serving as the non-voting parent member of the Board of Education's Ad Hoc School Consolidation Committee.

A total of five parents responded to this opportunity to assist the committee in addressing this topic.

A random lottery was conducted among the five aspirants and Mrs. Larissa Klemenko was selected as the parent representative.

Thank you for your continuing support of Preston Public Schools.

Very Truly Yours,

A handwritten signature in cursive script, appearing to read "John J. Welch".

John J. Welch, Ed. D.

cc: Preston Board of Education
Principals