

# Board of Education Regular Meeting

Monday, March 5, 2012 7:00 PM

PPMS Library, 1 Route 164, Preston, CT 06365

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

**Board of Education Regular meeting**

February 13, 2012 07:00PM

PVMS Library

**1. Call to Order**

John Moulson called the meeting to order at 7:18PM. **Other Members present:** Pauline Andruskiewicz, Deborah Burke-Grabarek, Sandra Gauthier and Jan Clancy. Dan Harris and Charles Raymond were absent. **Also present:** Dr. John Welch; Superintendent, Ivy Davis; Director of Curriculum, Instruction and Special Education, Robert Sirpenski; Director of Finance and School Business Operations, Gloria Homiski; Recording Secretary. **Audience:** Ray Bernier; Principal PPMS, Kathi Walsh; Principal PVMS, Mike House; Supervisor of Buildings and Grounds, Emile Levasseur; Technology Co-ordinator, Patricia Hibbard; Transportation Co-ordinator, Nicholas Grello; BOE Attorney, Claire Bessette; Day Reporter, Marianne Frechette, Sandra Bosko, Susan Strader, Gloria Berek, Katrina Kilpatrick, Amy Clark, Sara Barile, Karin Davis, Arline McCullen, Nancy Mattern, Jennifer Thom, Lisa Clark and Evelyn Dekiert.

**2. Pledge of Allegiance**

**3. Approval of Minutes**

Moved, to approve the minutes of January 9, 2012 as presented. Andruskiewicz/Burke-Grabarek. Moulson also in favor. Gauthier and Andruskiewicz Abstained. Motion Carries.

**4. Public Comment**

None

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

Budget Sub Committee: Met 3 times

Community Relations Sub Committee: Did not meet

Transportation Sub Committee: Did not meet

Audit Sub Committee: Did not meet. The auditors came to the BOE last week.

**6. Superintendent Reports, Recommendations and Goals Update**

**7. BOE Expenditure Report/Projection Report**

Robert Sirpenski reviewed the Expenditure Reports. He explained that two of our vans and one of our buses require repairs. He asked that the Board approve a transfer of 7500.00 from building Improvements to the Transportation Repair line item.

Jan Clancy expressed concern over Curtin Livery bills. Pat Hibbard explained that earlier in the year there weren't enough drivers to cover the special education routes when someone called out sick, etc. Three new drivers have been hired and the Curtin bills should decrease significantly. Jan also asked about Learn's plans for transportation consolidation. Pat explained that she will look into it further.

Moved, to transfer 7500.00 from Building Improvements to the Transportation Repair line item. Andruskiewick/Clancy. Unanimous. Motion Carries.

## **8. Cafeteria Report**

Robert Sirpenski reviewed the Cafeteria Report. Preston Cafeteria is still waiting for their 3500.00 reimbursement from FEMA. Sales are down, lower food cost expenses, lower state reimbursement.

Pauline Andruskiewicz asked about the Point of Sale System. Mr. Sirpenski hopes that it will be fully operational by the next school year. John Moulson asked that a POS presentation be given to the Board.

## **9. New Business**

### **9.1. Votes Required**

### **9.2. Discussion**

Discussion:

1. The proposed FY13 budget represents an increase of \$268,454 in comparison to Fiscal Year 2012. The expiration of the Teacher's Job Bill grant as well as an increase in the Board's health insurance premium gives rise to the increase. The Board's Budget Sub Committee met on three different occasions (1/5/12, 1/19/12 and 2/9/12) in order to review the major categories of the budget. The Sub Committee members are John Moulson, Pauline Andruskiewicz and Charles Raymond. Dr. Welch reviewed the enrollment posters with the Board and its audience. He also reviewed the staffing at PPMS, PVMS and Central Office. He explained that the 2 paras who retired this year will not be replaced next year. Dr. Welch also reviewed the CMT Poster. Scores are not perfect, but Preston is making progress towards attaining its goal of 80% of students reaching goal/advanced. Mr. Sirpenski met with Supervisors and Administrators to review their budget needs in detail.

Jan Clancy was concerned with the 2.6% proposed increase. John Moulson asked if the audience would like to comment. Mr. Clancy asked if 10,697,046 would be the new minimum budget requirement moving forward if the proposed budget passes. Dr. Welch said that it would. Mr. Clancy stated that the Board should ask for a level funded budget and then look for grant monies to cover expenses. Mr. Sirpenski explained that could not be done because the cuts would have to be made before presenting the level funded budget.

Bill Legler asked why the Board is asking for a budget increase with an increased staff when enrollment is down. Sandra Gauthier explained that the FTE is actually lower than in years past. Mr. Legler suggested hiring a second full time mechanic in order to do more bus repair work in house.

Susan Strader asked that the Board present the best possible budget to support public education to the BOF and the Town. She asked that the public then make their own decisions concerning needs/cuts.

John Moulson asked that the Board review the proposed budget. It will be brought back to the Board on March 5, 2012. After the Board votes on it, it will be presented to the BOF on March 6, 2012.

2. Parent Advisory Board Update: Karin Davis explained that the Advisory Board will meet next Tuesday. They will review the results of the School Climate Survey which they sent out to staff last month. The survey incorporated the top 5 challenges determined by the Board. They received 26 anonymous responses. The survey will go to parents and students next.

Moved, to take the agenda out of order to convene in Executive Session.  
Andruskiewicz/Moulson. Unanimous. Motion Carries.

Moved, to convene in executive session at 8:35PM for the purpose of collective bargaining. Burke-Grabarek/Gauthier. Unanimous. Motion Carries. Dr. Welch and Nicholas Grello were invited to Executive Session.

**10. Old Business**

**10.1. Votes Required**

Policy 5145.15 Directory Information: Attorney McClain made some modifications to this policy and asked that the Board wait until next month to act on the policy. He would like to review it further with Dr. Welch.

**10.2. Discussion**

**11. Information**

Schools Moving Away from Hallway Lockers

**12. Executive Session**

MEUI Negotiations

The Board came out of Executive Session at 8:52PM.

Moved, to approve the agreement between the Preston Board of Education and the Municipal Employees Union Independent from July 1, 2010 thru June 30, 2014. Andruskiewicz/Burke-Grabarek. Unanimous. Motion Carries.

**13. Date and Time of Next Meeting**

March 5, 2012

7PM, PVMS Library

**14. Adjournment**

Moved, to adjourn the meeting at 9:10PM. Burke-Grabarek/Clancy. Unanimous. Motion Carries.

## **2012-13 Preston School Budget Summary**

- **Budget of \$10,503,701 is \$75,109 or .72% above 2011-2012 Budget**

Budget Adjustments made since BOE Meeting of February 13, 2012

- Health Insurance reduced by \$119,264 – Budget reflects current participants @ Anthem’s latest proposal plus a \$40,000 allowance for open enrollment changes
- Employee/retiree contribution expense offset decreased by \$42,644.
- Tuition accounts adjusted downward by \$62,125 to reflect latest information/costs  
Ledyard HS SPED, Vo-Ag, NFA SPED, Magnet Schools
- SPED Excess Cost Grant increased by \$25,000 – budget reduction
- PVMS Lunchroom monitor program eliminated - \$20,240 budget reduction
- SPED PT/OT Consulting Services restructured - \$15,000 budget reduction
- Bus garage overtime reduced by \$2,000
- Added Phoenix Software license expense, Simplex 2<sup>nd</sup> Alarm inspection, and Discovery Science Software (no longer State funded) - \$9,300 budget increase

## **Business and Non-Instructional Operations**

### **Sales and Disposal of Obsolete Books, Equipment, and Supplies**

For items, or groups of items, having a cost of \$2,000 or more, obsolete or surplus books, equipment, and supplies shall be removed from the school district's inventory and disposed of only with the approval of the Board of Education; items with costs less than \$2,000 may be disposed of upon the authority of the Superintendent of Schools. Upon approval of the Superintendent of Schools, items with no useful life or monetary value may be disposed of without further reference to this policy.

Procedures for disposal of obsolete or surplus equipment/materials shall be as follows:

- A. Prior to public sale, the Superintendent shall notify all town agencies of the equipment or materials approved for disposal and shall request a written response within ten (10) days indicating the town agency's interest, or lack thereof, in such equipment or materials. The Superintendent of Schools may waive this procedure for material clearly not useful to other town agencies.
- B. In the event that two or more agencies express interest in the equipment or materials, the Board of Selectmen will determine which agency can make the best use of the equipment or materials and authorize transfer of the item to the appropriate town agency.
- C. All transfers to town agencies shall be at no cost to the receiving agency.
- D. Any funds received from the sale of such items must be deposited into the Town's General Fund.

Obsolete or surplus equipment/materials not transferred to town agencies may be sold at public sale. Community groups or organizations shall receive preference over individuals. Equipment/materials shall not be sold to an employee of the school district unless the equipment is offered for sale to the general public. Under those circumstances, the employee shall receive an equal, but not preferential, opportunity to purchase the equipment/materials.

Legal Reference:     **Connecticut General Statutes**  
                          10-47 Powers of regional board. Meetings.  
                          10-220 Duties of boards of education. Policy adopted:

**Policy adopted: 6/12/06**



## Alcohol, Tobacco, Marijuana

- Alcohol is the substance of choice among Preston youth.
- Between 6% and 10% of youth reported ever having used alcohol in their lifetime.
- Between 2% and 5% of youth reported ever having used cigarettes or marijuana in their lifetime.
- Youth report that they get alcohol from parents *with* their permission and at a party *with* an adult's permission.
- Curiosity is the most commonly reported factor influencing youth to drink alcohol.
- Preston youth feel drinking alcohol is less risky than using cigarettes and marijuana.
- Almost all youth (74-92%) report that it is *true or mostly true* that their parents have clear rules discouraging alcohol, cigarette and marijuana use.

*Lifetime and recent substance use (alcohol, tobacco, marijuana) rates among Preston youth is similar to or lower than regional and national rates.*

## Bullying and Gambling Behavior

- Between 40 and 60% of Preston youth report ever having been bullied at school.
- Youth report that other students are less likely than teachers/staff to intervene when a student is being bullied.
- The most common forms of bullying among Preston youth is being threatened or forced to do things they didn't want to, spreading of lies and rumors and being left out or ignored.
- Youth who have been bullied in the past 30 days report that it happened in class when a teacher was not present, on the playground, and online/text messaging.
- The majority of Preston youth have never gambled for money.

## Other Drugs

- Preston youth are not using illicit drugs.
- 10% of 6<sup>th</sup> graders reported using inhalants in their lifetime.
- 7- 9% of youth have reported using Rx drugs without a prescription in their lifetime.
- A very small percent of youth report recent use of Rx drugs without a prescription.

## School, Family, Community

- Almost all youth say they try to do good work at school. About ½ of youth say they feel safe at school.
- Most Preston youth feel they have a number of good qualities and feel their life is going in a positive direction.
- When 6<sup>th</sup> and 7<sup>th</sup> grade youth have a problem they most often talk about it with a friend or parent. 8<sup>th</sup> grade youth either talk with a friend or keep it to themselves.
- Most youth feel close to their parents but have some trouble sharing thoughts and feelings with them.
- The majority of youth report that when they are away from home their parent/guardians know where they are and who they are with.
- Preston youth feel the most effective prevention strategies are breathalyzer tests, and checking ID's. Also important are alcohol education, parental strictness and suspended drivers license.

### Survey Responses

- Grades 6-8
- 111 responses included

## Students

### Directory Information

Directory information or class lists of student names and/or addresses, and telephone lists shall not be distributed without the consent of the parent or legal guardian of the student or by the student who has attained status as an eligible student. (*An eligible student is a student or former student who has reached eighteen years of age or who is attending an institution of post-secondary education or is an emancipated minor.*)

**“Directory information”** means one or more of the following items: Student’s name, address, telephone number, date and place of birth, major field(s) of study, participation in officially recognized activities and sports, photographic, computer and/or video images, grade levels, electronic mail address, weight and height of members of athletic teams, dates of attendance, degrees and awards received, including honor roll publication, and the most recent previous public or private school attended by the student, parent’s name and/or e-mail address.

A student’s Social Security Number or student ID number is prohibited from designation as directory information. However, student ID numbers and other electronic personal identifiers used to access or communicate in electronic systems may be disclosed only if the identifier is not used by itself to authenticate identity and cannot be used to gain access to education records.

Military recruiters or institutions of higher learning shall have access to secondary school students’ names, addresses, and telephone listings unless a secondary student or the parent of the student requests that such information not be released without prior written parental consent. The Board of Education shall notify parents of the option to make such a request and shall comply with any request received.

Any person or organization denied the rights accorded under this policy shall have the right to request a review of the decision by the Board of Education by filing a written request with the Superintendent of Schools.

### Public Notice

The District will give annual public notice to parents/guardians of students in attendance and students eighteen years of age or emancipated. The notice shall identify the types of information considered to be directory information, the District’s option to release such information and the requirement that the District must, by law, release secondary students’ names, addresses and telephone numbers to military recruiters and/or institutions of higher education, unless parents/guardians or eligible students request the District withhold this information. Such notice will be given prior to the release of directory information.

## Students

### Directory Information (continued)

#### Exclusions

Exclusions from any or all directory categories named as directory information or release of information to military recruiters and/or institutions of higher education must be submitted in writing to the Principal by the parent/guardian, student of eighteen years of age or emancipated student with fifteen days of the annual public notice.

(cf. 5125 - Student Records; Confidentiality)

Legal Reference: Connecticut General Statutes

§ 1-210 (11) Access to public records. Exempt records.

§ 10-221b Boards of education to establish written uniform policy re treatment of recruiters.

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Act, as amended, added by section 513 of P.L. 93-568, codified at 20 U.S.C. 1232g and Final Rule 34 CFR Part 99, **December 2, 2011**.)

P.L. 106-398, 2000 H.R. 4205: The National Defense Authorization Act for Fiscal Year 2001.

P.L. 107-110 "No Child Left Behind Act" Title IX, Sec. 9528.

#### Policy adopted:

cps rev 4/01

cps rev 11/01

cps rev 10/02

cps rev 6/05

cps rev 4/09

**NOTIFICATION TO PARENTS  
Release of Certain Information  
Under the "No Child Left Behind Act"**

\_\_\_\_\_20\_\_\_\_\_

Dear Parent/Guardian:

Pursuant to the federal "No Child Left Behind Act," P.L. 107-110 (Title IX, Sec. 9528), the \_\_\_\_\_ School District must disclose to military recruiters and institutions of higher learning, upon request, the names, addresses and telephone numbers of high school students.

The district must also notify parents/guardians of their right and the right of their child to request that the District not release such information without prior written consent.

Parents/guardians wishing to exercise their option to withhold their consent to the release of the above information to military recruiters and institutions of higher learning must sign this form below and return it to the Building Principal by \_\_\_\_\_.

*Date*

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***Reservation of Consent for the Release of Certain Student  
Information under the "No Child Left Behind Act"***

Please do not release the name, address and telephone number of \_\_\_\_\_  
*Name of Student*  
to military recruiters and institutions of higher learning.

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Print Name of Student

School

Grade

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Parent's/Guardian's Signature

Date

**NOTICE OF RELEASE OF CERTAIN  
DIRECTORY INFORMATION WITHOUT PRIOR WRITTEN CONSENT**

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Preston Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Preston Public Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow Preston Public Schools to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.<sup>1</sup>

Federal law permits school districts to designate directory information in a manner that makes such information public and thereby accessible to anyone legally requesting such information. Federal law also permits, however, school districts to elect to implement policies restricting disclosure of directory information that would otherwise be accessible to the public to specific parties or specific purposes.

Accordingly, Preston Public Schools has chosen to limit the accessibility of the public to information it designates as directory information. The disclosure of directory information by Preston Public Schools will be limited to the following parties and purposes:

- Certain parties to which disclosure of directory information is required by federal or state law for student recruitment (e.g., military recruiters, colleges, universities and other institutions of higher education, state regional vocational-technical schools, state interdistrict magnet schools, state charter schools);

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<sup>1</sup> These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

**NOTICE OF RELEASE OF CERTAIN  
DIRECTORY INFORMATION WITHOUT PRIOR WRITTEN CONSENT**

- Preston Public Schools for publication of directory information for school-related purposes (e.g., honor roll or other recognition of achievement in school or district newsletters or websites, programs for athletic, commencement, music and theater presentations, sports activity sheets); and
- Certain outside organizations for publication of directory information for school-related purposes (e.g., annual yearbook, local, regional and statewide media and civic organizations for publication of recognition of achievement, athletic scores, photographs).

If you do not want Preston Public Schools to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by \_\_\_\_\_.

Preston Public Schools has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- Major field of study
- Dates of attendance
- Grade level
- The most recent educational agency or institution attended
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (A student's social security number, in whole or in part, cannot be used for this purpose.)

**DENIAL OF PERMISSION TO RELEASE CERTAIN  
DIRECTORY INFORMATION WITHOUT PRIOR WRITTEN CONSENT**

Dear Parent/Guardian:

Certain directory information may be released to media, colleges, civic or school-related organizations and state or governmental agencies including military recruiters, as well as published programs for the athletic, music and theater presentations of this school district.

Directory information includes the following kinds of information:

1. Name of student
2. Address of student
3. Telephone number
4. E-mail address of student
5. Major field(s) of study
6. Participation in officially recognized activities and sports
7. Height and weight of members of athletic teams
8. Dates of attendance
9. Degrees and awards received, including publication of honor roll
10. Most recent school attended
11. Date of birth, place of birth
12. Photographic, computer and/or video images
13. Videotape not used in a disciplinary manner
14. Parent's name/e-mail address

Please circle the specific categories of information, if any, listed above that you do **not** wish to be released without your specific prior written permission.

\_\_\_\_\_The release of all Directory Information is denied.

This form must be completed and returned to the school principal within ten (10) days after publication of the notice on "Directory Information."

_____	_____	_____
Name of Student	School	Grade
_____	_____	
Parent's Signature	Date	

Re: Record of Parent Annual Notice

The following paragraph replaces the current final paragraph beginning “Regarding student records . . . .”:

Regarding student records, I understand that certain information about my child is considered directory information. Directory information includes a student’s name, address, telephone listing, electronic mail address, photograph, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors, and awards received, major field of study, dates of attendance, grade level, the most recent educational agency or institution attended, and student ID number, user ID, or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (a student’s social security number, in whole or in part, cannot be used for this purpose). Directory information may be released by the District to those parties specified in the notice of release of such information contained herein unless I object in writing to the release of any or all of this information within ten school days of the time this handbook was issued to my child. **I have marked through those types of directory information listed above that I wish the District to withhold.**

Rev. 2/12