

Woodbridge Board of Education  
Woodbridge Board of Education Regular  
Meeting  
Tuesday, May 17, 2011 7:00 PM

Woodbridge Board of Education Regular  
Meeting May 17, 2011 CANCELED Library  
Media Center Beecher Road School

## **Agenda**

- I. **Preliminary Business**
  - A. Call to Order
  - B. Salute to the Flag
  - C. Correspondence
  - D. Public Comment
- II. **Consent Agenda**
  - A. Approval of Meeting Minutes
    - 1. April 11, 2011 Special Meeting
    - 2. April 25, 2011 Regular Meeting
- III. **Reports**
  - A. Superintendent's Report
    - 1. BRS Update
      - a. BRS Monthly Enrollment Report
    - 2. Math Curriculum Assessment Presentation
  - B. PTO Update
  - C. Policy Committee
  - D. CABE Liaison Report
- IV. **New Business**
  - A. Act on 2011/13 IDEA Grant for submission to the Connecticut State Department of Education
- V. **Old Business**
- VI. **Other**
  - A. Public Comment
  - B. Executive Session, in accordance with State Statute
- VII. **Adjournment**

**MINUTES OF THE SPECIAL BOARD OF EDUCATION MEETING  
COMMITTEE OF THE WHOLE**

Monday, April 11, 2011  
Center Building Cafeteria

**CALL TO ORDER:** Ms. McCreven, Chair called the meeting to order at 6:08 PM.

**BOARD MEMBERS PRESENT:** Ms. Sheila McCreven, Chair; Mr. David Barkin, Dr. Clotilde Dudley-Smith, Dr. Steve Fleischman, Secretary; Ms. Margaret Hamilton, Dr. Thomas Handler, Vice Chair; Mr. Carl Lindskog and Dr. YanYun Wu (6:11 PM).

**STAFF:** Dr. Guy Stella, Superintendent; Al Pullo, Director of Business Services/Operations; Dr. Len Tomasello, Intermediate Grades Interim Principal; Sheila Haverkamp, Special Services Director and Marsha DeGennaro, Clerk of the Board.

**MEMBERS OF THE PUBLIC:** Joe Holowienko, WEA, Sandy Stein, Board of Selectmen Liaison; Pua Ford, community.

**PUBLIC COMMENT** – None

Superintendent Stella presented an Early Retirement Incentive for administrators.

**MOTION #1 – EARLY RETIREMENT INCENTIVE (ADMINISTRATION)**

Move that we authorize the Superintendent to implement the Early Retirement Incentive, as presented, to administrative staff.

Dr. Fleischman  
Second by Dr. Handler  
UNANIMOUS

Superintendent Stella outlined the process that would be followed to hire an Intermediate Grades Principal. It was noted that the zoning requirement required a change to the current standard. The Board again requested representation on the committee structure as well as informational updates throughout the process and prior to final selection.

**MOTION #2 – HIRE INTERMEDIATE GRADES PRINCIPAL**

Move that we authorize the Superintendent to conduct a search for an Intermediate Grades Principal.

Dr. Dudley-Smith  
Second by Mr. Lindskog

Discussion ensued for Board member participation on the search committee before authorizing the search.

**MOTION #3 – BOARD MEMBER REPRESENTATION ON SEARCH COMMITTEE**

Move that we add two Board members as full members of the Search Committee.

Dr. Fleischman  
Second by Mr. Lindskog  
UNANIMOUS

The Board was reminded of the commitment required for participation in the interview process.

**MOTION #2 – HIRE INTERMEDIATE GRADES PRINCIPAL**

*Move that we authorize the Superintendent to conduct a search for an Intermediate Grades Principal.*

*Dr. Dudley-Smith  
Second by Mr. Lindskog  
UNANIMOUS*

Capitol Projects – Technology

Superintendent Stella detailed the breakdown of the proposed \$129,000 in pre-purchasing of technology items from the 2010/11 budget surplus based on the reduction of \$149,000 made by the Boards of Selectmen and Finance. It is anticipated the \$129,000 will purchase the same equipment specified in the \$149,000 breakout. Administration was urged to survey staff on the effectiveness of resources, how teachers utilize technology, how technology helps in the classroom, and the number of teachers using technology.

**MOTION #4 – TECHNOLOGY FUNDING – CAPITAL BUDGET**

Move that we approve pre-purchasing from the projected 2010/11 surplus, not to exceed \$129,000, for the technology items identified in the Capital Budget Proposal for Technology 2011/12 document dated 6 October 2010.

Dr. Handler  
Second by Mr. Lindskog  
UNANIMOUS

**FINANCIAL REPORTS**

The Board reviewed the Financial Reports through March 31, 2011. We continue to experience favorable fund balances as a result of lower than anticipated unemployment costs, transportation and infrastructure changes. A surplus increase, of \$8,000 more than originally projected, is estimated for the 2010/11 school year.

**MOTION #5 - 2010/11 BOARD OF EDUCATION MONTHLY SUMMARY FINANCIAL REPORT**

Move that we approve the 2010/11 BOE Monthly Summary Financial Report through March 31, 2011, F1, as submitted by the Director of Business/Operations.

Dr. Handler  
Second by Dr. Dudley-Smith  
IN FAVOR: Drs. Dudley-Smith, Fleischman, Handler, Wu, Mr. Barkin, Ms. Hamilton and  
Ms. McCreven  
AGAINST: Mr. Lindskog

***MOTION PASSES 7-1-0***

**MOTION #6 - 2010/11 BOARD OF EDUCATION MONTHLY DETAIL FINANCIAL REPORT**

Move that we approve the 2010/11 BOE Monthly Detail Financial Report ending March 31, 2011, F2-6, as submitted by the Director of Business/Operations.

Dr. Handler  
Second by Dr. Dudley-Smith  
IN FAVOR: Drs. Dudley-Smith, Fleischman, Handler, Wu, Mr. Barkin, Ms. Hamilton and  
Ms. McCreven  
AGAINST: Mr. Lindskog

***MOTION PASSES 7-1-0***

**MOTION #7 - 2010/11 COMBINING FINANCIAL STATEMENTS**

Move that we approve the 2010/11 BOE Combining Financial Statements through March 31, 2011, F7-8, as submitted by the Director of Business/Operations.

Dr. Fleischman  
Second by Dr. Dudley-Smith  
IN FAVOR: Drs. Dudley-Smith, Fleischman, Handler, Wu, Mr. Barkin, Ms. Hamilton and  
Ms. McCreven  
AGAINST: Mr. Lindskog

***MOTION PASSES 7-1-0***

Discussion ensued regarding changing our reporting format to reflect revenues, grants/gifts as well as expenditures. It was requested that the Board conduct a monthly review of grants and other sources of income. The Board was reminded that grants and initiatives are included in the application packet as well as the specified budget as part of the Board approval process prior to submission to the CSDE. Monthly oversight of the grant is conducted by the Connecticut State Department of Education with annual audits performed by the Town and the CSDE. Administration was asked to contact the CSDE to ascertain the role of the Board, and requirements of the CSDE as they pertain to grant oversight. Report formatting will be discussed at the May 9 Special Meeting.

The Board reviewed the Quarterly Cafeteria Report.

**MOTION TO ADJOURN:** (7:13 PM)  
Dr. Dudley-Smith  
Second by Dr. Handler  
UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

**MINUTES OF THE REGULAR BOARD OF EDUCATION MEETING**

Monday, April 25, 2011

Library Media Center, Beecher Road School

**CALL TO ORDER:** Ms. McCreven, Chair called the meeting to order at 6:48 PM.

**BOARD MEMBERS PRESENT:** Ms. Sheila McCreven, Chair; Dr. Tom Handler, Vice Chair; Mr. David Barkin, Dr. Steve Fleischman, Secretary; Ms. Margaret Hamilton, Mr. Carl Lindskog and Mr. Mark Livesay.

**STAFF:** Dr. Guy Stella, Superintendent; Floyd Dugas, Board Counsel.

The Board entered Executive Session to discuss a legal opinion from Board Counsel and invited Superintendent Stella and Board Counsel, Floyd Dugas.

**MOTION #1 – EXECUTIVE SESSION**

Move that we enter Executive Session (6:49 PM)

Dr. Handler

Second by Ms. Hamilton

UNANIMOUS

**CALL TO ORDER:** Ms. McCreven, Chair called the Executive Session to order at 6:49 PM.

**BOARD MEMBERS PRESENT:** Ms. Sheila McCreven, Chair; Dr. Tom Handler, Vice Chair; Mr. David Barkin, Dr. Steve Fleischman, Secretary; Ms. Margaret Hamilton, Mr. Carl Lindskog and Mr. Mark Livesay.

**STAFF:** Dr. Guy Stella, Superintendent; Floyd Dugas, Board Counsel.

**MOTION #2 RETURN TO PUBLIC SESSION**

Move that we return to Public Session (7:07 PM).

Mr. Lindskog

Second by Dr. Fleischman

UNANIMOUS

**CALL TO ORDER:** Ms. McCreven, Chair called the Public Session to order at 7:13 PM.

**BOARD MEMBERS PRESENT:** Ms. Sheila McCreven, Chair; Dr. Tom Handler, Vice Chair; Mr. David Barkin, Dr. Steve Fleischman, Secretary; Ms. Margaret Hamilton, Mr. Carl Lindskog, Mr. Mark Livesay and Dr. YanYun Wu (7:21 PM).

**STAFF:** Dr. Guy Stella, Superintendent; Al Pullo, Director of Business Services/Operations; Carol Bequary, Primary Grades Principal; Sheila Haverkamp, Special Services Director and Marsha DeGennaro, Clerk of the Board.

**MEMBERS OF THE PUBLIC:** Sandy Stein, BOS Liaison; Joe Holowienko, WEA; Peter Halsey, Joanne Giaquinto, Monique MacDonald, Teresa Nakouzi. Mary Sell, Sandy Simowitz and Debra Sokol, Teachers; Pua Ford, community.

**CORRESPONDENCE** – Dr. Fleischman noted the Board had received an email pertaining to the April 11 meeting.

**PUBLIC COMMENT** – None

**CONSENT AGENDA**

Minutes

**MOTION #3 – MINUTES, MARCH 8, 2011 SPECIAL MEETING**

Move that we approve the minutes of the March 8, 2011 Special Board meeting.

Dr. Fleischman

Second by Dr. Handler

IN FAVOR: Mr. Barkin, Drs. Fleishman, Handler, Ms. Hamilton, and Ms. McCreven

ABSTAIN: Messrs. Lindskog and Livesay

***MOTION PASSES 5-0-2***

**MOTION #4 – MINUTES, MARCH 21, 2011 REGULAR MEETING**

Move that we approve the minutes of the March 21, 2011 Regular Board meeting.

Dr. Fleischman

Second by Dr. Handler

Ms. McCreven noted changes under CAFE Liaison Report, that [www.whatwillourchildrenlose.com](http://www.whatwillourchildrenlose.com) should read [www.whatwillourchildrenlose.com](http://www.whatwillourchildrenlose.com) and that the years of service were missing from Miriam Edberg under New Business.

IN FAVOR: Mr. Barkin, Drs. Fleishman, Handler, Ms. Hamilton, and Ms. McCreven

ABSTAIN: Messrs. Lindskog and Livesay

***MOTION PASSES 5-0-2***

**REPORTS**

Superintendent's Report

- Beecher Road School Update – Superintendent Stella highlighted cleaning and maintenance activities during the spring break and the recently published Summer Enrichment Program brochure.
- Principal Search Update – Superintendent Stella apprised the Board of the committee membership and dissemination of the position posting to school districts, web sites and newspapers.

Dr. Wu arrived (7:21)

- Strategic Goal #1 K-6 Reading Assessment Design – Ms. Bequary and members of the Reading/Language Arts Department presented an overview of a “Child’s Literacy Journey” at Beecher Road School. It is anticipated that we will commence the transition from “DRA” assessments to Columbia Teachers College Reading Assessments in the coming year.

Mr. Barkin left meeting (8:03 PM).

- Strategic Goal #2 K-6 Schol-wide Behavioral Supports – Ms. Haverkamp provided an overview of the guidelines for positive behavioral supports that guide social emotional development in support of the Responsive Classroom initiative. All staff in Grades K-4 have been trained with the remaining staff slated for training in the coming year. Questions were raised regarding comparable training among staff members, tracking of social/emotional data relative to economic factors, and gender comparisons and their link to nutrition during different parts of the day. It was suggested that parents also receiving similar training to ensure students receive parallel messages at home.
- 2009/10 Strategic School Profile – Superintendent Stella highlighted the SSP. This report is a snapshot in time and mandated by the CSDE. While general comparisons may be made from district-to-district and certain trends depicted, attainment and interpretation of specific numbers may not be comparable from district-to-district as each district generates their submission numbers differently. Suggestions were made for further analysis of data to determine trends for how costs behave as well as comparisons of outcomes/objectives.

PTO Update – Ms. Hamilton apprised the Board of the Teacher Appreciation bake on Tuesday, May 3 and the May Spring Flings on the 6<sup>th</sup> and 7<sup>th</sup>.

Ad Hoc Policy Committee – Ms. McCreven stated the committee met on April 14 to review expectations and scheduling. Membership includes Margaret Hamilton, Tom Handler, one or both of the incoming Board members and Ms. McCreven as ex-officio.

CABE Liaison – Ms. McCreven noted she will attend the CABE Board of Directors meeting later in the week.

**NEW BUSINESS**

- Administrative Staff Retirement – Superintendent Stella apprised the Board that, as part of the early retirement incentive for administrative staff, Ms. Bequary will retire June 30, 2012 after having served the district for 19 years.

**MOTION #5 – ADMINISTRATIVE STAFF RETIREMENT (BEQUARY)**

Move that we accept the retirement of Carol Bequary, effective June 30, 2012, with regret and sincere appreciation for the extended notice.

Dr. Fleischman  
Second by Mr. Lindskog  
UNANIMOUS

- Certified Staff Leave of Absence – Superintendent Stella apprised the Board of a leave of absence request from Grace Halsey. Questions were raised relative to the maximum number of leaves a staff member may request.

**MOTION #6 – CERTIFIED STAFF LEAVE OF ABSENCE (HALSEY)**

Move that we grant Grace Halsey a leave of absence for the 2011/12 school year.

Dr. Handler  
Second by Mr. Lindskog  
UNANIMOUS

**PUBLIC COMMENT** – None

**MOTION TO ADJOURN:** (9:28 PM)  
Mr. Lindskog  
Second by Mr. Livesay  
UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

REV 3/2011

CONNECTICUT STATE DEPARTMENT OF EDUCATION  
Division of Family and Student Support Services

P.L. 108-446



**SPECIAL EDUCATION GRANT PROGRAMS**

**GRANT PERIOD**

July 1, 2011 to June 30, 2013

**GRANT COVER PAGE**

***To Be Completed and Submitted with the Grant Application***

<p><b><u>Applicant</u></b></p> <p>Woodbridge Board of Education 40 Beecher Road Woodbridge, CT 06525 (203) 387-6631 (203)397-0724 (fax) gstella@woodbridge.k12.ct.us</p>	<p><b><u>Program Funding Dates</u></b> From July 1, 2011 to June 30, 2013</p> <p><b><u>Preliminary Funding Amount</u></b></p> <p>IDEA Special Education Assistance (611 funds) = \$ <u>167,412</u></p> <p>IDEA Preschool Education (619 funds) = \$ <u>11,269</u></p>
<p><b><u>Contact Person</u></b></p> <p>Sheila Haverkamp /Special Services Director Beecher Road School 40 Beecher Road Woodbridge, CT 06525 (203)389-6598 (203) 389-8164 (fax) shaverkampf@woodbridge.k12.ct.us</p>	<p><b><u>Check if Consolidated Application</u></b></p> <p><input type="checkbox"/> For IDEA, Section 611 Participating Districts: <i>(list districts)</i></p> <p><input type="checkbox"/> For IDEA, Section 619 Participating Districts: <i>(list districts)</i> *Please attach list of districts, if needed.</p>

I, Gaeton Stella, PhD, the undersigned authorized chief administrative official, submit this proposal on behalf of the applicant agency, attest to the appropriateness and accuracy of the information contained herein, and certify that this proposal, if funded, will comply with all relevant requirements of the state and federal laws and regulations.

In addition, funds obtained through this source will be used solely to support the purpose, goals and objectives as stated herein.

Signature (Superintendent): *Gaeton F. Stella* Date: 5/10/11

Name (typed): Gaeton Stella, PhD

School District/Agency: Woodbridge School District

**GOALS AND RELATED ACTIVITIES**  
**IDEA, SECTION 619**  
*Preschool Special Education (Ages 3-5)*

**District Goal # 1 :**

Prepare every child to be a highly successful and independent reader, writer, critical thinker and problem solver.

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**School District Planned Special Education Activities:**

1. Continue to improve outcomes for preschoolers with disabilities through multisensory activities, use of assistive technology, total communication strategies and visual supports based on communication goals, and the Preschool Curriculum Frameworks.

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**District Goal # 2 :**

Build the foundations of character and wellness that are essential for responsible participation as a local, national and global citizen.

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**School District Planned Special Education Activities:**

1. Promote student growth in social skills and pragmatic language through direct instruction from and collaboration among Special Education teachers, teacher assistants, SLP, physical and occupational therapist

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*Prepare as many pages of the Goals and Related Activities Form as necessary to describe your school district's goals and activities that ensures positive student outcomes.*

ED114 FISCAL YEAR 2012

BUDGET FORM

FUNDING STATUS:

GRANTEE NAME: Woodbridge School District  
TOWN CODE: 167

GRANT TITLE: IDEA, PART B, SECTION 611  
PROJECT TITLE: IDEA, PART B, Section 611 ENTITLEMENT GRANT  
CORE-CT CLASSIFICATION:  
FUND: 12060 SPID: 20977 PROGRAM: 82032  
BUDGET REFERENCE: 2012 CHARTFIELD1: 170002  
CHARTFIELD2:

GRANT PERIOD: 7/01/11 - 6/30/13 AUTHORIZED AMOUNT: \$167,412

AUTHORIZED AMOUNT by SOURCE: CURRENT DUE:\$  
LOCAL BALANCE:\$ CARRY-OVER DUE:\$

CODES	DESCRIPTIONS	PUBLIC	NON PUBLIC	TOTAL
111A	ADMINISTRATOR/SUPERVISOR SALARIES	15,000		15,000
111B	TEACHERS	38,000		38,000
112A	EDUCATION AIDES	47,200		47,200
112B	CLERICAL			
119	OTHERS			
200	PERSONAL SERVICES-EMPLOYEE BENEFITS			
321	TUTORS		5360	5360
322	IN SERVICE	2000		2000
323	PUPIL SERVICES	50,000		50,000
324	FIELD TRIPS			
325	PARENT ACTIVITIES			
330	OTHER PROFESSIONAL/TECHNICAL SERVICES			
331	AUDIT			
400	PURCHASED PROPERTY SERVICES			
510	PUPIL TRANSPORTATION			
530	COMMUNICATIONS			
560	TUITION			
580	TRAVEL			
590	OTHER PURCHASED SERVICES			
611	INSTRUCTIONAL SUPPLIES			
612	ADMINISTRATIVE SUPPLIES			
690	OTHER SUPPLIES			
700	PROPERTY			
890	OTHER OBJECTS	9852		9852
940	INDIRECT COSTS			
	TOTAL	162,082		167,412

ED114 FISCAL YEAR 2012

BUDGET FORM

FUNDING STATUS:

GRANTEE NAME: Woodbridge School District  
TOWN CODE: 167

GRANT TITLE: IDEA, PART B, SECTION 619  
PROJECT TITLE: IDEA, PART B, Section 619 Preschool Entitlement  
CORE-CT CLASSIFICATION:  
FUND: 12060 SPID: 20983 PROGRAM: 82032  
BUDGET REFERENCE: 2012 CHARTFIELD1: 170002  
CHARTFIELD2:

GRANT PERIOD: 7/01/11 - 6/30/13 AUTHORIZED AMOUNT:\$

AUTHORIZED AMOUNT by SOURCE: CURRENT DUE:\$  
LOCAL BALANCE:\$ CARRY-OVER DUE:\$

CODES	DESCRIPTIONS	PUBLIC	NON PUBLIC	TOTAL
111A	ADMINISTRATOR/SUPERVISOR SALARIES			
111B	TEACHERS	3000		3000
112A	EDUCATION AIDES	6900		6900
112B	CLERICAL			
119	OTHERS			
200	PERSONAL SERVICES-EMPLOYEE BENEFITS			
321	TUTORS			
322	IN SERVICE			
323	PUPIL SERVICES			
324	FIELD TRIPS			
325	PARENT ACTIVITIES			
330	OTHER PROFESSIONAL TECHNICAL SERVICES			
331	AUDIT			
400	PURCHASED PROPERTY			
510	PUPIL TRANSPORTATION			
530	COMMUNICATIONS			
560	TUITION			
580	TRAVEL			
590	OTHER PURCHASED SERVICES			
611	INSTRUCTIONAL SUPPLIES			
612	ADMINISTRATIVE SUPPLIES			
690	OTHER SUPPLIES	1369		1369
700	PROPERTY			
890	OTHER OBJECTS			
940	INDIRECT COSTS			
	TOTAL	11,269		11,269