

Board of Education Regular Meeting
Monday, February 7, 2011 7:00 PM Eastern

Stafford Elementary School Cafetorium
16 Levinthal Run
Stafford Springs, CT 06076

- I. Call to Order- Establishment of Quorum
- II. Secretary's Report- Approval of Minutes
 - II.A. Regular Meeting- 1/24/11
- III. Treasurer's Report
 - III.A. Grants, 1/20/11- \$20,853.58
 - III.B. Bills, 1/25/11- \$1,051,138.03
 - III.C. Grants, 1/28/11- \$3,729.94
 - III.D. Grants, 1/31/11- \$583.75
 - III.E. Bills, 2/3/11- \$315,415.51
- IV. Correspondence
- V. Board Reports
 - V.A. Report from Student Representative
- VI. Superintendent Reports
 - VI.A. Head Start Report through January 2011 (5 minutes)
 - VI.B. Cafeteria Profit and Loss through December 2010 (5 minutes)
 - VI.C. Progress Report- Intensive Education Academy Program (20 minutes)
 - VI.D. Continuation of the Presentation of the Proposed 2011 - 2012 Budget for the Stafford Public Schools (Ovation Benefits, Technology Budget and Athletic Budget)(65 minutes)
- VII. Public Forum
- VIII. Old Business
- IX. New Business
 - IX.A. Proposed Adjustments to the 2010 - 2011 School Calendar (15 minutes)
- X. Personnel Matters
 - X.A. Superintendent Search Process (Executive Session Anticipated)
- XI. Student Matters

**Regular Meeting
Stafford Board of Education
Stafford Elementary School
January 24, 2011**

Board Members Present: Mr. Mark Fontanella, Chairperson
Mrs. Sandy Fowler, Secretary
Mrs. Lisa Bradway
Mrs. Lisa Finch
Ms. Beth Ann Morhardt
Mrs. Tracy Rummel
Mr. Stephen Szymanski

Also Present: Dr. Thérèse G. Fishman, Superintendent of Schools
Mr. Robert Campbell, Assistant Principal, Stafford High School
Mrs. Meg Devlin, Business Manager
Dr. Marcia Elliott, Principal, West Stafford School
Mr. Damian Frassinelli, Director of Athletics and Recreation
Mr. Francis Kennedy, Principal, Stafford High School
Miss Vivian Ojeda, Student Representative
Mr. Marco Pelliccia, Assistant Principal, Stafford Middle School
Dr. Maureen Ryan, Principal, Staffordville School
Mr. Hank Skala, Principal, Stafford Elementary School
Mrs. Amy Stevenson, Director of Pupil Services
Mr. Kenneth Valentine, Principal, Stafford Middle School

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 7:08 p.m. A quorum was established.

Item II. Secretary's Report- Approval of Minutes

Regular Meeting, January 10, 2011

A consensus of the Board approved the Secretary's Report for the regular meeting held on January 10, 2011, as presented.

Item III. Treasurer's Report

Grants- 1/6/11, \$6,966.05
Bills- 1/14/11, \$182,309.75

A consensus of the Board approved the Board Bills and Grants, as presented.

Item IV. Correspondence

There was no Correspondence.

Item V. Board Reports

A. Report from Student Representative

Miss Ojeda reviewed the Student Activity Report that was sent to the Board in their Board packets.

Dr. Fishman stated that WFSB Channel 3 created a video about parenting the student athlete, which featured one of our staff members. She said that the district will investigate the possibility of putting a link to the video on the district's web site.

Item VI. Superintendent's Reports

A. Financial Report through December 31, 2010

Dr. Fishman presented the Financial Report through December 31, 2010, as prepared by Mrs. Meg Devlin, Business Manager. She stated that the report includes all expenditures and encumbrances for the period between July 1, 2010 and December 31, 2010. She reported that to date, with encumbrances and expenditures combined, there is a balance of \$235,581 in the Board of Education budget, which totals \$24,830,913.

Dr. Fishman stated that if things continue as they are, she is confident that the district will finish the year in the black.

B. Presentation of the Proposed 2011 – 2012 Budget for the Stafford Public Schools

Dr. Fishman presented the proposed 2011 – 2012 Budget for the Stafford Public Schools, as prepared by the administration. She briefly reviewed each page of the budget presentation, which is posted in its entirety on the district's web site at www.stafford.k12.ct.us. The proposed 2011 – 2012 budget represents a 2.33%, or \$577,974, increase over the 2010 – 2011 approved budget.

Dr. Fishman said that the budget she is presenting is a zero based budget that meets contractual obligations and state mandates, but also meets student needs.

Dr. Fishman stated that Ovation Benefits will make a presentation at the next regularly scheduled Board meeting on February 7, 2011, regarding self-funding the district's health insurance. Additionally, she noted that Mr. Frassinelli, Director of Athletics and Recreation, and Mr. Kavanagh, Network Coordinator, will also be present at the February 7 Board meeting to present the athletic and technology budgets. She said that Mrs. Stevenson, Director of Pupil Services, would also give an update on the Intensive Education Academy.

Ms. Morhardt requested an update regarding the status of the portable classroom.

Mr. Szymanski requested clarification on the Education Job Funds Grant and when the monies would be received. Dr. Fishman stated that the district received the funding in September, but chose to save the money and use it for the 2011 – 2012 budget. Mr. Szymanski also requested clarification regarding AARA funds. Dr. Fishman stated that these funds have been

used by the State to offset ECS funds in 2009 – 2010 and 2010-2011 and that she should have a better idea in April regarding how much ECS grant funds the district would receive.

Mr. Fontanella reminded the Board that the budget must be submitted to the Board of Finance on March 1, 2011. Therefore, the Board should be prepared to finalize the budget at the February 28, 2011, Board meeting. Dr. Fishman requested that Board members e-mail any questions to her prior to the February 7 Board meeting so that she and Mrs. Devlin have time to prepare the response.

Item VII. Public Forum

There were no questions or comments from the public.

Item VIII. Old Business

There was no Old Business.

Item IX. New Business

There was no New Business.

Item X. Personnel Matters

A. Authorization of Superintendent of Schools to Give Written Notice of Non-Renewal

Mrs. Fowler made a motion, seconded by Mrs. Rummel, that the Board of Education authorize the Superintendent of Schools to notify in writing before April 1 any non-tenured teachers whose contract will not be renewed for the next school year. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

Mrs. Rummel asked if Dr. Fishman had any idea how many teachers would need to be given notice. Dr. Fishman said that she does not know at this time, but that the Board will be presented with a list for approval at a future meeting.

Mrs. Bradway made a motion, seconded by Mrs. Fowler, to place **Item X.B.- Retirement-Administrative Staff Member** and **Item X.C.- Personnel Matter (Executive Session Anticipated)**, into executive session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

The Board took a brief recess at 8:45 p.m. The meeting was called to order at 9:00 p.m. Dr. Fishman and Mrs. Marinelli were invited to attend executive session.

Ms. Morhardt made a motion, seconded by Mrs. Finch, to return to regular session. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The Board returned to regular session at 10:15 p.m.

B. Retirement- Administrative Staff Member

Mrs. Fowler made a motion, seconded by Mrs. Rummel, that the Board of Education accept the resignation of the following staff member:

NAME	POSITION	SCHOOL	EFFECTIVE DATE	REASON
Therese G. Fishman	Superintendent of Schools	District-wide	June 30, 2011	Retirement

Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

C. Personnel Matter (Executive Session Anticipated)

No action was taken on this item.

Item XI. Student Matters

There were no Student Matters.

Item XII. Adjournment

Mrs. Finch made a motion, seconded by Mrs. Rummel, to adjourn. Mrs. Bradway, Mrs. Finch, Mrs. Fowler, Ms. Morhardt, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The meeting adjourned at 10:17 p.m.

Respectfully submitted,

Christine C. Marinelli, Recording Secretary

Mark Fontanella, Chairperson

Sandra Fowler, Secretary