

Board of Education Regular Meeting 2017  
Thursday, January 5, 2017 7:30 PM Eastern

\*NFHS Library/Media Center  
3 Brush Hill Road  
New Fairfield, CT 06812

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF THE MINUTES
  - III.A. December 15, 2016 - Regular
- IV. APPROVAL OF THE AGENDA
- V. PUBLIC PARTICIPATION - The Board welcomes public participation. Pursuant to our Board Policy, public participation is limited to no more than three (3) minutes per speaker and a total of no more than fifteen (15) minutes. People who wish to speak longer are encouraged to attend any and all related subcommittee meetings where most of the board's groundwork is done. We value your input, but due to these time limitations, we ask you to be concise and please do not repeat a previous comment. We know you will observe the rules of common courtesy. Thanks. [9320(a) of Board Bylaws]
- VI. BOARD AND ADMINISTRATIVE COMMUNICATIONS
  - VI.A. Chairman's Report
  - VI.B. Superintendent's Report
  - VI.C. Student Representatives' Report
  - VI.D. Liaison Reports
    - VI.D.1. Board of Finance (Ed Sbordone)
- VII. INFORMATION ITEMS
  - VII.A. 2017-18 Budget
- VIII. ACTION ITEMS
  - VIII.A. Personnel Report
  - VIII.B. Acceptance of Donation
    - VIII.B.1. Ingersoll Auto
- IX. BOARD MEMBER COMMENTS
- X. ADJOURNMENT

**NEW FAIRFIELD BOARD OF EDUCATION  
NEW FAIRFIELD, CT**

The New Fairfield Board of Education held a regular meeting on Thursday, December 15, 2016,  
at 7:00 p.m. in the New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

**MINUTES – December 15, 2016**

**PRESENT:** Steve Burfeind (Chairman), Douglas DeRito, Kevin Hearty, Samantha Mannion, Ed Sbordone, Susan Starr, Amy Tozzo and Jay Voss

**ABSENT:** None

**ALSO PRESENT:** Superintendent of Schools Dr. Alicia Roy, Chief Academic Officer Dr. Jason McKinnon, High School Principal Dr. Richard Sanzo, Middle School Principal Christine Baldelli, Middle School Assistant Principal Cheryl Milo, Meeting House Hill School Principal Sarah McLain, Meeting House Hill School Assistant Principal James Mandracchia, Business Manager Craig McClain, Pupil Personnel Director Andrea Einhorn, Board of Finance Chairman Wes Marsh and Board of Finance member John Hodge

**I. CALL TO ORDER:** Chairman Steve Burfeind called the meeting to order at 7:00 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF THE MINUTES**

- A. December 1, 2016 - Regular Meeting
- B. December 6, 2016 - Special Meeting

**MOTION:** Susan Starr made a motion to approve the minutes of the December 1, 2016, regular meeting as presented. Ed Sbordone seconded the motion. **IN FAVOR:** Steve Burfeind, Douglas DeRito, Kevin Hearty, Samantha Mannion, Ed Sbordone, Susan Starr, Amy Tozzo and Jay Voss

**MOTION:** Susan Starr made a motion to approve the minutes of the December 6, 2016, special meeting as presented. Amy Tozzo seconded the motion. **IN FAVOR:** Steve Burfeind, Douglas DeRito, Kevin Hearty, Samantha Mannion, Ed Sbordone, Susan Starr, Amy Tozzo and Jay Voss

**IV. APPROVAL OF THE AGENDA**

**MOTION:** Steve Burfeind made a motion to amend the agenda for tonight's meeting to move Information Item A "Middle School Presentation - Unified Theater" before Agenda Item V "Election of a New Board of Education Member." Amy Tozzo seconded the motion. **IN FAVOR:** Steve Burfeind, Douglas DeRito, Kevin Hearty, Samantha Mannion, Ed Sbordone, Susan Starr, Amy Tozzo and Jay Voss

**MOTION:** Steve Burfeind made a motion to approve the agenda of tonight's meeting as amended. Douglas DeRito seconded the motion. **IN FAVOR:** Steve Burfeind, Douglas DeRito, Kevin Hearty, Samantha Mannion, Ed Sbordone, Susan Starr, Amy Tozzo and Jay Voss

### **MIDDLE SCHOOL PRESENTATION - UNIFIED THEATER**

Four members of the Middle School Unified Theater gave a presentation of their play and the steps taken to put this play together. This program comprises all aspects of putting together a play and allows students to write, produce and act. The students spoke of their trip to the Long Warf Theatre in New Haven and everything they learned there. Members of the Board of Education asked questions of the students.

### **V. ELECTION OF A NEW BOARD OF EDUCATION MEMBER**

Mr. Dominic Cipollone submitted a letter of interest to become a member of the Board of Education. Mr. Cipollone gave a description of his background and members of the BOE asked questions.

**MOTION:** Steve Burfeind made a motion to go into Executive Session at 7:29 p.m. to discuss the appointment of a new Board of Education member. Douglas DeRito seconded the motion. **IN FAVOR:** Steve Burfeind, Douglas DeRito, Kevin Hearty, Samantha Mannion, Ed Sbordone, Susan Starr, Amy Tozzo and Jay Voss

The Board came back from Executive Session at 7:32 p.m.

**MOTION:** Steve Burfeind made a motion to appoint Mr. Dominic Cipollone to the Board of Education. Douglas DeRito seconded the motion. **IN FAVOR:** Steve Burfeind, Douglas DeRito, Kevin Hearty, Samantha Mannion, Ed Sbordone, Susan Starr, Amy Tozzo and Jay Voss

Members of the Board welcomed Mr. Cipollone to the Board of Education.

### **VI. PUBLIC PARTICIPATION**

Laura Consiglio welcomed Mr. Cipollone to the Board of Education and spoke of Special Education students specifically regarding reading skills and dyslexia. Mrs. Consiglio suggested that the district track retention rates in college for recent New Fairfield High School graduates.

### **VII. BOARD AND ADMINISTRATIVE COMMUNICATIONS**

- A. Chairman's Report - Chairman Steve Burfeind wished everyone Happy Holidays!
- B. Superintendent's Report - Dr. Alicia Roy spoke of the following:
  - Reminded everyone of the cold weather and encouraged students to dress appropriately.

- Attended the Football Banquet with Dr. Sanzo and Mrs. Stolle and congratulated graduating Seniors. The football team won the Colonial Sportsmanship Award.
- The Girls' Basketball team won their first game.
- The Girls' Swimming Team won a sportsmanship award from the Southwest Conference.
- A photo of Athletes that earned Academic Honors will be in the *Town Tribune*.
- Dr. Roy and Susan Starr attended a Legislative breakfast regarding unfunded mandates in education.
- Wished everyone Happy Holidays and noted that school will resume on January 3<sup>rd</sup>.
- Dr. Roy and the administrators will present the budget to the Board of Education on January 5<sup>th</sup>.

### C. Student Representative Reports

Junior Representative Jared Przyborowski reported on the following:

- The planning team for the Student Senate will hold class meetings to invite more students to participate. More information will be presented to the BOE in January.
- All High School students and staff have taken a survey as part of the accreditation process. Parents are encouraged to take the survey as well. The deadline is Friday, December 23<sup>rd</sup>.
- The Sophomores and Juniors recently received their PSAT scores.
- The Winter Concert will be held next Wednesday, December 21<sup>st</sup>.
- Rebel Idol was held at the high school.

### D. Committee Reports

1. Business Operations/Resource Management - Ed Sbordone noted that this subcommittee met this evening and discussed the Capital Improvement Plan for 2017-2018. Also discussed was the 2016-2017 budget vs. actual, and everything is on track. There was a discussion regarding the "Team Structure" in grades 4, 7 and 8. This will be discussed with the full BOE during budget meetings. The new BOF policy regarding the General Fund was also discussed.
2. Special Education Ad Hoc - Samantha Mannion noted that the Spec Ed Ad Hoc subcommittee met on December 14<sup>th</sup> and discussed the roles and responsibilities of certified Reading and Math teachers. They also discussed transition procedures of special needs students from one school building to the next. The committee also received an overview of state law regarding homebound instruction.

### E. Liaison Reports

1. Parks and Recreation Commission - Steve Burfeind noted that the Parks and Rec Commission reviewed the Capital plan that will be submitted to the

Board of Selectmen. The main priority is an upgrade to the Beach House at the Town Beach.

### **VIII. INFORMATION ITEMS**

A. Health Insurance Advisory Committee Update - Dr. Roy noted that this committee has been meeting monthly since September. The goals for this committee include helping everyone better understand the health insurance plan, and hearing and responding to concerns regarding the plan. A survey was given in order to gain a better understanding of concerns. There was a discussion of some health incentives included with the plan and others that can be offered.

B. Board of Finance Policy on the General Fund - Board of Finance Chairman Wes Marsh spoke of a policy recently adopted by the BOF regarding the Unassigned General Fund. He noted that the auditors recommended that there be two months of expenditures in the Unassigned Fund Balance, which is approximately 16% of the current total budget. Currently, there is about 12% in this fund. The BOF has decided to adopt a policy to put 100% of the revenue surplus and up to 50% of the expenditure surplus into the Unassigned Fund Balance.

### **IX. ACTION ITEMS**

#### A. Personnel Report

**MOTION:** Steve Burfeind made a motion to accept the Personnel Report dated December 8, 2016, as recommended by the Administration. Susan Starr seconded the motion. **IN FAVOR:** Steve Burfeind, Douglas DeRito, Kevin Hearty, Samantha Mannion, Ed Sbordone, Susan Starr, Amy Tozzo and Jay Voss

#### B. Capital Improvement Plan

**MOTION:** Ed Sbordone made a motion to recommend to the full Board of Education the revised capital improvement plan as presented by the administration. Samantha Mannion seconded the motion. **IN FAVOR:** Steve Burfeind, Douglas DeRito, Kevin Hearty, Samantha Mannion, Ed Sbordone, Susan Starr, Amy Tozzo and Jay Voss

The two components that made up the changes included a replacement of the boiler at Consolidated School and the window project at Consolidated School, which may be done with the roof project. There is a possibility that some of the money for this can be refunded by the State. There was a brief discussion of the possibility of replacing the tennis courts at the high school.

### **X. BOARD MEMBER COMMENTS - None**

### **XI. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING A PERSONNEL ISSUE**

**MOTION:** Steve Burfeind made a motion to go into Executive Session at 8:19 p.m. to discuss a Personnel Issue and to invite Superintendent of Schools Dr. Roy into the Executive Session. Amy Tozzo seconded the motion. **IN FAVOR:** Steve Burfeind,

Douglas DeRito, Kevin Hearty, Samantha Mannion, Ed Sbordone, Susan Starr, Amy Tozzo and Jay Voss

The Board came back from Executive Session at 8:39 p.m.

**XII. ADJOURNMENT-** Susan Starr made a motion to adjourn the meeting at 8:40 p.m. Amy Tozzo seconded the motion. **IN FAVOR:** Steve Burfeind, Douglas DeRito, Kevin Hearty, Samantha Mannion, Ed Sbordone, Susan Starr, Amy Tozzo and Jay Voss

Respectfully submitted,  
Suzanne Kloos

**NEW FAIRFIELD PUBLIC SCHOOLS  
NEW FAIRFIELD, CT**

**DONATIONS VALUED AT \$1000 OR MORE**

**Date: December 19, 2016**

**SCHOOL: New Fairfield High School**

**TYPE OF DONATION AND QUANTITY:**

5 Lenovo Laptops

**CONDITION/AGE OF ITEM DONATED:**

New. (Ingersoll Auto has offered to replace any donate computers that may have hardware/software issues or be damaged)

**DONOR:**

Ingersoll Auto  
84 Federal Road  
Danbury, CT 06810

**SCHOOL'S PLAN FOR USE OF ITEM(S):**

Per Ingersoll Auto request, the laptops will be made available to students who do not have access to a personal computer at home.

**APPROXIMATE VALUE:**

\$1575

The approximate value denoted above has been supplied by the donor. The New Fairfield Public Schools does not attest to the accuracy of this value. It is the donor's responsibility for documentation to support this valuation for tax or any other purposes.