

MINUTES
GUILFORD BOARD OF EDUCATION
DISTRICT LEADERSHIP TEAM
SPECIAL MEETING FOR BUDGET DISCUSSION

JANUARY 17, 2007

IN ATTENDANCE:

GUILFORD BOARD OF EDUCATION: Keith Bishop, William Bloss, Barbara Dudley, Louis Iorio, Alan Meyers, Kathy Nolan and Ted Zuse

GUILFORD BOARD OF FINANCE: Louis Federici

DISTRICT LEADERSHIP TEAM: K – 6 portion Nancy Bishop, Merry Leventhal, Paula McCarthy, Phillip Ross, and Anne Snurkowski. Michael Biddle joined the meeting in progress. 7 – 12 portion Patricia Brett, Ian Neviaser and Catherine Walker.

BOARD OF EDUCATION STAFF: Thomas Forcella, Anne Keene and Linda Trudeau.

The meeting was called to order at 6:05 p.m.

Dr. Forcella explained that the format of this meeting has not been used before. The meeting will be two parts, K through 6 in the first part and 7 through 12 and Pupil Services in the second part. The meeting is to have a dialog of the needs of each school and of the budgets that have been submitted.

Ms. Snurkowski stated that the 2007-08 Budget request for Baldwin Middle School was not a big change from the 2006-07 Budget. Ms. Snurkowski discussed textbooks and the Building Administrative Supply line items. Mr. Ross discussed the equipment line item request. Mr. Zuse asked what affect the \$800,000 in cuts had on Baldwin's budget request. Ms Snurkowski noted that technology was removed from the budget request because it is included in the Technology Plan. The Site Improvement request for new lockers and building two walls was discussed. Facility issues, including space concerns, at Baldwin were also discussed. The World Language program and the Technology Plan were discussed.

Ms. McCarthy discussed the 2007-08 Budget request and a focus on reading for Melissa Jones Elementary School. Ms. McCarthy discussed the Technology Plan and the importance of technology in the schools. Mrs. Nolan questioned the 2.0 FTE increase in regular teachers. Dr. Forcella noted that those positions were added after the 2006-07 budget was completed to address class size. The Site Improvement request for the replacement of the cafeteria windows and tuck-pointing was discussed.

Mrs. Bishop stated that the 2007-08 Budget request for Calvin Leete Elementary School could be summed up in one word "staff". Mrs. Bishop added that 80% of the teachers at Leete are non-tenured. She noted that due to the number of part-time staff there is not a time when all

employees are in the building at the same time. Mrs. Bishop stated that she is pleased with the inclusion of her request for .4 FTE Social Worker and would like to have Art, Music, and Physical Education increased to full time in the future.

Mrs. Bishop discussed the 2007-08 Budget request for Leete. The technology plan and the current work that is occurring at Leete were discussed. The Site Improvement request for the expansion of the telephone system was discussed. The increase in the heat line item was discussed. Mrs. Bishop presented a request on behalf of all the elementary school principals to increase the building secretary from school year to full year.

Ms. Leventhal stated that the 2007-08 Budget request for A. W. Cox Elementary School is very similar to the current year budget. Ms. Leventhal discussed the importance of keeping the book room updated. Ms. Leventhal expressed the same sentiments regarding staffing of the Social Worker and secretary that Mrs. Bishop had. The use of technology to motivate children to learn was discussed. The varying social and economic issues of the District were discussed.

Mr. Biddle stated that the building in the area of Guilford Lakes might have an impact on enrollment. Mr. Biddle discussed the zero based budget process used for the 2007-08 Budget. Reading books and periodicals were also discussed. The Technology plan and the inclusion of professional development were discussed.

Dr. Iorio stated that the zero based budget process gave the Board an indication of where we are doing things right and where we need improvement. Dr. Iorio thanks those present for their comments. He noted that it gave the Board a good understanding of the needs of the each school.

Ms. Snurkowski stated that class-size at Baldwin will be an issue that will have to be addressed again at Baldwin. The trends show a spike in enrollment every three to four years. Promoting the budget and the Technology Plan was discussed. Mr. Bloss questioned the fees charged for the Pre-K program and whether they can be increased. Mr. Biddle stated that this is a remarkable program and that he is aware that the fees charged are low. Mr. Biddle stated that the Pre-k program is the best experience a child can receive.

Dr. Forcella explained that the first part of the meeting with the K – 6 Administrators was a discussion of their budget requests. He asked the 7 – 12 administrators and the Pupil Services Director to discuss their 2007-08 Budget requests.

Mr. Neviaseer stated that the Guilford High School followed the priorities of the District in developing the 2007-08 Budget request. Mr. Neviaseer discussed the staffing changes included in the budget. He noted that the biggest request from the staff was for technology. Mr. Neviaseer discussed the current security system at Guilford High School. Professional development was also discussed. A discussion of class offerings and graduation requirements was held. Mr. Zuse questioned items that were not included in the budget. Mr. Neviaseer stated that a campus monitor, addition of a Social Worker, additional teachers and technology were removed from the original request. A discussion of the Industrial Arts class was held.

Mr. Zuse asked the status of textbooks at Guilford High School. Mr. Neviasser stated that with a few small exceptions the textbooks at the High School are in good shape. The availability of the library to the students was discussed. A discussion of the use of technology and the efficiencies of staff was held. The discussion regarding the reduction of the Special Education staff and of the Learning center format was held.

Mrs. Walker stated that the Adams Middle School budget focused on the District priorities. She stated that facilities are a big issue at Adams. The Sit improvement line item for the replacement of the windows was discussed. Mr. Bloss noted that the Board would be receiving a report on Monday, January 22, 2007 regarding the GHS and Adams School facilities. Scheduling and Special Education issues were also discussed. Mrs. Walker stated that after conversations with Mr. Mitchill, Technology Director, and the revision that have been made to the Technology Plan for Adams, she is very supportive of the Plan. A discussion of services provided by the Technology and Facilities Departments was held. Mrs. Walker discussed the equipment items that were removed from the budget. Mr. Zuse requested a complete list of the items. Dr. Forcella stated that the issues at Adams are facilities not materials. Mr. Bloss noted that Guilford spends approximately \$500 less per pupil than others in the same ERG.

Ms. Brett discussed the purpose of special education in regards to meeting the needs of students. The Learning center structure at Guilford High school was discussed. Ms. Brett stated that Learning Center models from Landmark College and Mitchill College are being reviewed to help revise Guilford's current model. A discussion of the use of paraprofessionals was held. Alternative high school programs and the Pre-K program were discussed.

Mr. Bloss thanked the administrators for attending and that it had been very helpful. Mr. Bloss stated that the Board hoped to continue the dialog and provide a budget that meets the needs of the district.

The meeting adjourned at 9:55 p.m.

Respectfully submitted,

Linda Trudeau
Accounting Manager