

**GUILFORD BOARD OF EDUCATION MEETING  
MONDAY, MAY 12, 2008  
GUILFORD HIGH SCHOOL LIBRARY, GUILFORD, CT**

**1. Call to Order**

Chairperson Bill Bloss called the meeting to order at 7:40 p.m. Board members present were Bill Bloss, Barbara Dudley, Lou Iorio, Alan Meyers, Ted Zuse, Keith Bishop, Mary Beeman, and Linda Sanacora.

Administrators present were Anne Keene, Tom Forcella, GHS Principal Rick Misenti and GHS Assistant Principal Ian Neviaser. Also present was Director of Technology Kevin Mitchill, Accounting Manager Linda Trudeau and GEA President Debby Butler.

**2. Action on Minutes of:**

- 2.1 April 7, 2008 (Finance Subcommittee Meeting)**
- 2.2 April 7, 2008 (Regular Meeting)**
- 2.3 April 22, 2008 (Transportation Subcommittee Meeting)**
- 2.4 April 22, 2008 (Joint BOE/BOF/BOS/CTFSF Meeting)**
- 2.5 April 28, 2008 (Transportation Subcommittee Meeting)**
- 2.6 April 28, 2008 (Policy Subcommittee Meeting)**
- 2.7 April 28, 2008 (Facilities Subcommittee Meeting)**
- 2.8 April 28, 2008 (Workshop Meeting)**

Upon a motion made by Dr. Iorio and seconded by Mrs. Dudley, the Board voted unanimously in favor of approving the minutes of April 7, 2008 (Finance Subcommittee Meeting), April 7, 2008 (Regular Meeting), April 22, 2008 (Transportation Subcommittee Meeting), April 22, 2008 (Joint BOE/BOF/BOS/CTFSF Meeting), April 28, 2008 (Transportation Subcommittee Meeting), April 28, 2008 (Policy Subcommittee Meeting), April 28, 2008 (Facilities Subcommittee Meeting), and April 28, 2008 (Workshop Meeting).

**3. Review and Approval of Expenditures for the Month of April  
Reviewer for Month: Alan Meyers**

Upon a motion made by Mrs. Beeman and seconded by Mrs. Dudley, the Board voted unanimously in favor of approving the expenditures for the month of April as presented by Dr. Meyers and reviewed at the Finance Subcommittee Meeting earlier in the evening.

**4. Public Forum for Topics on the Agenda Only (three minute limit)**

None

**5. Communications**

Chairman Bloss noted that Board members have received communications regarding the school facilities and suggested that these be discussed during Item 7.3 BOE Facilities Input Session Update.

## **6. Student Representatives**

Marcus Passay reported on activities at Calvin Leete and Adams. He noted that students at Leete have been involved in a Spanish play, learning ballet and studying impressionist paintings. Marcus also reported that students at Adams have been studying immigrants in 8<sup>th</sup> grade and geology and plate tectonics in 7<sup>th</sup> grade.

## **7. Superintendent's Report**

### **7.1 Collaborative Expanded Learning Opportunity with Guilford/Madison**

Dr. Forcella explained that State Representative Deb Heinrich has been instrumental in initiating discussions to provide additional opportunities for children in our communities who need greater challenges. He explained that technology personnel from both Guilford and Madison schools have met to explore ways to work together. Dr. Keene and Madison's Assistant Superintendent have also met to talk about curriculum that might be implemented.

Dr. Forcella explained that the initial conversations are focused on using technology to connect Baldwin and Madison's middle school. A classroom at each school would be equipped to allow the students at each school to communicate with each other in real time. The plan would be for this program to take place after school hours and would not be limited to a few children, although the program will be academically challenging. Dr. Forcella noted that Representative Heinrich is exploring the possibility of grant money for this program. He also stated that, if the program is successful, it may be expanded to include other towns.

Dr. Forcella noted that, once the room is established, professional development and other activities can occur in the space.

### **7.2 Principles of Learning/Professional Learning Communities Update**

Dr. Forcella reported that GPS faculty modeled Learning Walks as a part of their Professional Development Day in February. Individual schools have begun to implement these practices in their own Professional Learning Communities. He noted that Common Assessments continue to be a focus of the PLCs in all schools.

Dr. Forcella stated that this summer a small group of teachers will be attending the Institute for Learning at the University of Pittsburgh to continue to expand their knowledge of the Principles of Learning.

### **7.3 BOE Facilities Input Session Update**

Dr. Forcella summarized the currently input sessions are being held to provide the public opportunities to talk to the Board and learn more about the facility conditions at Adams and GHS and possible options to address those needs. He noted that there have been several meetings held to date including at PTO meetings, several Town Boards and Commissions, and other community groups. Dr. Forcella noted that the Board has also been touring area schools that have undergone similar construction projects as those being proposed for Guilford's schools.

Dr. Forcella noted that there will be additional input sessions scheduled and he encouraged community members to attend, stressing the importance of their input prior to a decision being made by the Board.

Chairman Bloss asked that a tour be arranged at Shelton High School as this school has recently had some modest renovation work.

Dr. Forcella explained that the roof work and drainage work will be completed at Adams this summer. He noted that the scheduled window replacement will not take place as the one bid received for the windows was rejected by the Standing Building Committee.

Mr. Zuse asked why only one bid was received and suggested that the bid process should be evaluated to identify potential reasons for receiving only one bid. Dr. Iorio stated that he had spoken to Mr. Gurnham regarding the Adams window bid and discovered two potential reasons for the small response. Mr. Gurnham stated that the time frame for submitting a bid was very aggressive at two weeks. Secondly, Mr. Gurnham suggested that the time needed to manufacture and receive the windows would not allow time for the windows to be installed by the requested deadline.

Chairman Bloss suggested that a Board of Education member attend the next Standing Building Committee meeting on Monday, May 19 to understand what revisions should be made to the specifications in the bid request for the Adams windows.

#### **7.4 TEAM Guilford Update**

Dr. Forcella reported that TEAM Guilford held a community forum on April 27<sup>th</sup> as a culminating event to their months of community conversations. He reported that several action teams formed including a team focused on school facilities. Other action teams formed including groups focused on parenting, drug and alcohol abuse, and the need for activities for teens. Dr. Forcella noted that these groups are independent of Guilford Public Schools and that the facilitators of each of the action teams will receive training from TEAM Guilford.

### **8 Board Agenda**

#### **8.1 ACT ON Personnel Items**

Upon a motion made by Mrs. Dudley and seconded by Mrs. Nolan, the Board voted unanimously in favor of ratifying the resignation of Richard Levin, Special Education teacher at Guilford High School, effective August 31, 2008, for the purpose of retirement.

Upon a motion made by Mrs. Beeman and seconded by Mrs. Nolan, the Board voted unanimously in favor of ratifying the resignation of Ian Neviaser, Assistant Principal at Guilford High School, effective June 26, 2008.

Mrs. Dudley thanked both Mr. Levin and Mr. Neviaser for their years of service. Dr. Meyers added that Mr. Neviaser did an outstanding job as acting principal of Guilford High School.

## **8.2 RECEIVE AND DISCUSS FOR POSSIBLE ACTION Transportation Bids**

Mrs. Beeman reported that three bids have been received to date and the Transportation Subcommittee is working with Mr. Potochney to evaluate the bids. Further discussions will be taking place.

## **8.3 DISCUSS FOR POSSIBLE ACTION Awarding Transportation Contract (exhibit)**

No action was taken. Chairman Bloss asked that possible action on the Transportation Contract be carried over to the June 9, 2008, Regular Meeting.

## **8.4 ACT ON Waiver of Sub Calling System Bids**

Mr. Mitchill reported that three automated substitute calling systems have been evaluated by a team of people within GPS that included Bob Amento, Data Manager, Debbie Lynch, Secretary to Technology Director, Linda Trudeau, Accounting Manager, Rachel Floyd, Payroll Coordinator, Donna Costello, Human Resources Coordinator, and Kevin Mitchill, Director of Technology.

The committee identified requirements for a computerized system that would not only automate the calling of substitutes, but also record absences for all employees. The committee also wanted the system to be able to forward the attendance data to the district's financial software and they wanted the system to have a web and phone interface.

After evaluating three systems, the committee recommends moving forward with the purchase and implementation of the AESOP attendance and substitute placement system. Implementation would take place over the summer 2008.

Mr. Mitchill explained that the initial costs would include a setup fee of \$1,000 and training for \$3,500. The total annual subscription fee would be \$7,525.

Mrs. Trudeau noted that the district currently pays stipends to staff totaling \$34,000 annually to make the substitute calls.

Upon a motion made by Dr. Meyers and seconded by Mrs. Dudley, the Board voted unanimously in favor of waiving the sub calling system bids.

## **8.5 ACT ON Awarding Sub Calling System Contract (exhibit)**

Upon a motion made by Mrs. Dudley and seconded by Dr. Meyers, the Board voted unanimously in favor of awarding the sub calling system contract to Frontline Placement Technologies.

**8.6 ACT ON Revisions to 2008-2009 Budget (exhibit)**

Chairman Bloss noted that the Board of Finance reduced the Board of Education 2008-2009 Budget by \$175,000. A list of the line items reduced was presented to the Board. Chairman Bloss noted that none of the decreases directly affect staff or instruction.

Upon a motion made by Dr. Iorio and seconded by Mrs. Nolan, the Board voted unanimously in favor of approving the revisions to the 2008-09 Budget.

Mr. Zuse asked that it be noted that the final increase to the Board of Education Budget for the 2008-2009 school year is 5.57%.

**8.7 ACT ON Authorizing Superintendent to Permit the Installation of a Gate on the Adams Middle School Property for Sachem Hollow Resident to Access to Route 77.**

Upon a motion made by Mrs. Nolan and seconded by Mrs. Beeman, the Board voted unanimously in favor of authorizing the Superintendent to permit the installation of a gate on the Adams Middle School property for Sachem Hollow residents to access Route 77.

**8.8 RECEIVE Recommendations from Policy Subcommittee**

**8.8.1 Revisions to Regulation 5326: Dress and Grooming (exhibit)**

**8.8.2 Revisions to Regulation 3614: Request for Transportation (exhibit)**

Chairman Bloss asked that action on the revisions to Regulation 5326 and 3614 be carried over to the June 9, 2008, Regular Meeting.

**9. Unfinished Business**

Mr. Zuse asked about the current consequences for students with unpaid fees due their school. Dr. Forcella responded that he will talk to the administrators and report back to the Board.

Mr. Zuse asked that the complete Policy Manual be included as a link from the District Information page of the GPS website.

Mr. Zuse requested a current schedule of existing facility projects from Mr. Gurnham.

The Board asked Mr. Gurnham to provide a copy of the test results of the synthetic turf at the high school to assure the Board that it does not pose a health risk.

Chairman Bloss asked that the Air Quality Report received by the Board at this meeting be included as a discussion item on the June 9, 2008, agenda.

**11. Public Questions (four minute limit)**

None.

**12. New Business**

Mr. Zuse asked about the status of the proposal to convert theatre arts/custodial storage space into a weight training facility at GHS. Chairman Bloss asked Dr. Forcella to provide an update on the status of the proposed training facility at Guilford High School at the June 9, 2008, meeting.

Upon a motion made by Dr. Meyers and seconded by Mrs. Dudley, the Board voted unanimously to adjourn to executive session at 8:45 p.m.

Respectfully submitted by:

Lorri Hahn  
Clerk to the Board of Education