

**GUILFORD BOARD OF EDUCATION MEETING
MONDAY, JUNE 9, 2008
GUILFORD HIGH SCHOOL LIBRARY, GUILFORD, CT**

1. Call to Order

Chairperson Bill Bloss called the meeting to order at 7:35 p.m. Board members present were Bill Bloss, Barbara Dudley, Lou Iorio, Alan Meyers, Keith Bishop, Kathleen Nolan and Mary Beeman. Ted Zuse arrived at 7:50 p.m.

Administrators present were Anne Keene, Tom Forcella, Patricia Free Brett, and GHS Principal Rick Misenti. Also present was Director of Facilities Cliff Gurnham, Accounting Manager Linda Trudeau and GEA President Debby Butler.

2. Action on Minutes of:

- 2.1 May 7, 2008 (Executive Session – Expulsion Hearing)**
- 2.2 May 12, 2008 (Finance Subcommittee Meeting)**
- 2.3 May 12, 2008 (Regular Meeting)**
- 2.4 May 21, 2008 (Transportation Subcommittee Meeting)**
- 2.5 May 27, 2008 (Policy Subcommittee Meeting)**
- 2.6 May 27, 2008 (Facilities Subcommittee Meeting)**
- 2.7 May 27, 2008 (Workshop Meeting)**

Upon a motion made by Dr. Meyers and seconded by Mrs. Dudley, the Board voted unanimously in favor of approving the minutes of May 7, 2008 (Executive Session – Expulsion Hearing), May 12, 2008 (Finance Subcommittee Meeting), May 12, 2008 (Regular Meeting), May 21, 2008 (Transportation Subcommittee Meeting), May 27, 2008 (Policy Subcommittee Meeting), May 27, 2008 (Facility Subcommittee Meeting), and May 27, 2008 (Workshop Meeting). Mr. Zuse was not present for the vote. Mrs. Nolan noted that the May 12, 2008, minutes did not list her as present for that meeting. She was in attendance.

**3. Review and Approval of Expenditures for the Month of May
Reviewer for Month: Barbara Dudley**

Upon a motion made by Mrs. Nolan and seconded by Mrs. Beeman, the Board voted unanimously in favor of approving the expenditures for the month of May as presented by Mrs. Dudley and reviewed at the Finance Subcommittee Meeting earlier in the evening. Mr. Zuse was not present for the vote.

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

None

5. Communications

Chairman Bloss noted that several Board members have received communications regarding the facilities. He also read an invitation received from the 1st and 2nd Grade at Calvin Leete School inviting Board members to attend a performance celebrating literacy on June 17 at 10 a.m.

6. Student Representatives

Dr. Forcella noted that the student representatives to the Board did a great job keeping the Board informed about upcoming initiatives as well as news from the individual schools.

Chairman Bloss expressed the Board's appreciation for the efforts of Jeffrey Cash and Marcus Passay. He then presented a plaque to Jeffrey Cash in recognition of his service to the Board. Marcus was unable to attend the meeting and his plaque will be given to him by Mr. Misenti.

Jeffrey Cash reported that the GHS Band, Wind and Percussion Ensembles will have a concert on June 10. He also noted that the annual Boat Launch will be on June 10 at Lake Quonnipaug.

7. Superintendent's Report

7.1 Student Recognition – CABA Student Leader Awards (Exhibit)

Mr. Misenti presented GHS Seniors Sarah Moore and Adam Petrone with this year's CT Association of Boards of Education Student Leadership Awards.

7.2 Teacher Recognition – CSTA: Excellence in Secondary Science Teaching Award (exhibit)

Mr. Misenti acknowledged GHS Science teacher Ruth Heckman as the 2008 recipient of the "Excellence in Secondary Science Teaching Award" from the Connecticut Science Teachers Association.

Mr. Misenti recognized Ms. Heckman for her many years of service to GPS and for her work in building the GHS AP Biology program.

Chairman Bloss presented Ms. Heckman with a certificate of recognition from the Board and expressed their thanks and appreciation for her hard work and dedication.

Ms. Heckman thanked her students and colleagues throughout her career. She acknowledged her colleagues at the elementary and middle school levels for the job they do in preparing students for the high school.

7.3 Artificial Turf Field Testing Update (exhibit)

Dr. Forcella reported that testing done by Mystic Air Quality Consultants resulted in no detectable levels of lead in the artificial turf on the GHS field. The report stated that the turf is safe for normal use.

7.4 Security Grant (exhibit)

Dr. Forcella explained that the district has received for signature a School Security Grant from the State of CT in the amount of \$12,300 to be divided equally among Melissa Jones, Baldwin, and A.W. Cox. He noted that one of the criteria for eligibility was to have money in the school budget already allocated for security. Guilford Public Schools has allocated \$38,000 for security in the 2008-2009 Budget which, when combined with the Grant money, would provide \$50,000 in new security at the three schools.

Dr. Forcella explained that the district has been considering video surveillance equipment, key fobs for doors used for recess, and evaluating security needs at all of the district's schools.

Mr. Zuse noted that the Facility Subcommittee discussed the School Security Grant and raised concerns regarding the limited video surveillance capabilities (specifically the lack of a digital video system) able to be achieved and the overall strict criteria to be adhered to by the state. He asked if it is the best use of funds to commit \$38,000 of the Board's money to projects that may not address the most pressing security needs in the district.

Mr. Bishop agreed with the comments of Mr. Zuse.

Mrs. Beeman suggested that she would like to see a combination of an audio security system to admit people into the schools and a digital video system.

Dr. Meyers noted that the administration had requested that Adams be included in the Grant, but were not deemed eligible.

Mrs. Dudley stated that she supports the acceptance of the Grant and believes that the money will begin to address the security needs at the elementary schools. She noted that she would like to see a digital surveillance system at the high school but not at the expense of meeting the security needs at the elementary level.

Chairman Bloss noted that there are no state mandates or guidelines on school security with regard to buzzers or surveillance systems. He believes that the Board should accept the Grant recognizing that there are many additional security needs that will need to be met in the schools.

Mrs. Nolan believes that the Adams' entrance needs to be addressed along with other issues in the district, but also stated that the district should accept the Grant.

Dr. Iorio stated that he believes that the Board's decision needs to be based on which option will give the district the most protection in the shortest possible period of time. He stated that he believes it is a better use of the district's \$38,000 to spend that money to establish more and better security than could be provided with the use of the Grant money because of the very specific limitations placed on it.

Upon a motion made by Mrs. Dudley and seconded by Mrs. Nolan, the Board voted four in favor of accepting the School Security Grant Award (Mrs. Dudley, Dr. Meyers, Chairman Bloss, and Mrs. Nolan) and four opposed (Mrs. Beeman, Mr. Bishop, Dr. Iorio and Mr. Zuse). The motion did not carry.

Dr. Forcella noted that several specific security measures have been identified for the upcoming school year. He will bring a plan to the June Workshop meeting.

Dr. Iorio noted that there may be members of our community with expertise in security who may be able to advise the Board on the best long term plan to increase security in our schools.

Mr. Gurnham stated that he has met with Ingersol Rand and Harrington Security to evaluate our facilities. He noted that the most effective defense is to keep potential intruders out of the building and therefore the focus should be on securing the perimeter of the buildings first.

Dr. Meyers stated that the security needs of the district are analogous to the technology needs and require a five-year plan to identify the long term needs.

Mr. Bishop suggested that the security issue be referred back to the Facilities Subcommittee for further discussion.

Mrs. Dudley requested that Mr. Gurnham present a security plan to the Board by June 30, 2008.

7.5 Fitness Facility Update

Mr. Gurnham explained that he has reviewed the plans for a new fitness facility at GHS, initially proposed by parents in the district. He noted that several meetings have taken place between all of the parties that will be impacted by the facility including theatre arts, athletics, the custodial staff and the wrestling team. Mr. Gurnham stated that, as a result of these meetings, a consensus has been reached that should meet the needs of all concerned. He did note that, because of the scope and expense of the project, it would need to be completed in phases.

Mr. Gurnham explained that the custodial staff would move their supplies and office from the existing out building to the current exercise room. The theatre arts department would relocate their work and storage area from this same out building to a new shed to be purchased by the athletic department.

He explained that the second phase of the project would include building deep storage lockers in the hallway by the auditorium to store theatre arts props and costumes. An additional shed would be purchased to store custodial supplies and equipment.

Mr. Gurnham noted that the wrestling team would gain space in the exercise room as a result of the project.

Mr. Misenti noted that GHS Athletic Director Chip Dorwin endorses the plan.

Mrs. Beeman suggested that the specifics of phases 1 and 2 might be redefined to allow the theatre arts department to be able to relocate their materials during the first phase.

GHS parent Fred Trotta noted that he hopes the momentum will continue to complete this project.

Dr. Forcella expressed his appreciation for the cooperation that took place between all groups in this process and noted that this collaborative approach resulted in a positive outcome for everyone involved.

Upon a motion made by Dr. Iorio and seconded by Mrs. Nolan, the Board voted unanimously in favor of authorizing the forward progress on the GHS Fitness Facility with the understanding that all building guidelines and codes are met and that all appropriate steps are approved by the Board prior to proceeding.

7.6 Summer Building Projects Update (exhibit)

Mr. Gurnham outlined the capital projects scheduled for this summer. They include the following: Adams Drainage – installing a new drainage pipe to the front of the building; Adams Brick Work – repairs to brick/mortar & sealing the front of the building; Adams Roofing – replacing the roof on the 1938 building; GHS Roofing – replacing the roof over the locker rooms; and Baldwin Paving – renovating the bus loop, adding a parking lot and sidewalks.

Mr. Gurnham also noted projects scheduled for 2009 including replacing the Cox roof, a facilities needs assessment, replacing Adams' windows, and installing a new well at Jones.

The Board discussed the possibility of having a contractor purchase the windows for Adams ahead of schedule, store them and then install them in the summer of 2009. Mr. Gurnham offered to discuss this possibility with the Standing Building Committee.

7.7 Dates for Public Hearings/Forums (exhibit)

The Board reviewed the dates proposed for facilities discussions over the summer. Because of two conflicts with scheduled Back to School nights the Board revised the schedule and agreed on the following schedule:

- Monday, July 7, 7 p.m. – Emergency Services Meeting Room (with George Goens)
- Thursday, July 10, 7 p.m. – Emergency Services Meeting Room (with George Goens)
- Monday, July 28, 7 p.m. – Emergency Services Meeting Room
- Monday, Aug. 11, 6 p.m. – Regular Meeting followed by facilities discussion
- Monday, Aug. 25, 7 p.m. – Emergency Services Meeting Room
- Wednesday, Sept. 3, 7 p.m. – Public Forum on Facilities – GHS Auditorium
- Monday, Sept. 8, 6 p.m. – Regular Meeting followed by Public Forum on Facilities

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 resignations of Tonya Neff, Guilford High School English teacher, effective May 23, 2008; Kerry Brewster, Guilford Lakes Grade 1 teacher, effective August 31, 2008; and Anne Wustrow, Guilford High School Math teacher, effective August 31, 2008.

Upon a motion made by Dr. Meyers and seconded by Mrs. Dudley, the Board voted unanimously in favor of ratifying the appointment of Pamela Hogarth, Coordinator of Elementary Special Education, effective September 1, 2008.

Upon a motion made by Dr. Iorio and seconded by Mrs. Dudley, the Board voted unanimously in favor of ratifying the appointments of Melanie Liseo, Baldwin Middle School Health Teacher; Lindsay Fiorentino, Calvin Leete Grade 1 teacher; Jennifer Kennedy, Calvin Leete Grade 2 teacher; Kunal Patel, Guilford High School World Language teacher; and Craig Vedrani, Guilford High School Physical Education teacher, all effective September 1, 2008.

Dr. Forcella noted that an AlertNow message went out to parents that day (June 9) to notify them that both Adams and GHS will dismiss early on Tuesday, June 10 due to the forecasted extreme heat and lack of air conditioning in these two schools.

8.2 ACT ON Participation in Healthy Food and Beverage in Schools (exhibit)

Upon a motion made by Dr. Iorio and seconded by Mrs. Nolan the Board voted seven in favor of complying with the CT State Department of Education Healthy Food Certification Statement. Mr. Zuse opposed the motion.

8.3 ACT ON Submission of IDEA Grant (exhibit)

Dr. Brett presented the Special Education Entitlement Grants including Individuals with Disabilities Education Act (IDEA), Section 611 Funds in the amount of \$639,452 and IDEA, Section 619 Funds in the amount of \$22,220.

Upon a motion made by Dr. Iorio and seconded by Mrs. Nolan the Board voted unanimously in favor of submitting the 2008-2009 IDEA Grant application to the State Department of Education.

8.4 APPROVE Donation of 35 HP Printers from the U.S. Attorney's Office (exhibit)

Upon a motion made by Mrs. Beeman and seconded by Mr. Zuse, the Board voted unanimously in favor of approving the donation of 35 HP printers from the U.S. Attorney's Office.

Chairman Bloss asked that Terri Fiondella write a letter to the U.S. Attorney's Office to thank them for their donation of 35 HP Printers.

8.5 RECEIVE FOR POSSIBLE ACTION: Professional Design Services Proposal for Roof System Evaluation (exhibit)

Mr. Gurnham stated that, working with the Standing Building Committee, he requested a quote to have all of the GPS roofs evaluated. The cost for these design services is \$9,500.

Dr. Forcella noted that this is valuable data to have when making decisions on the roofs in our district.

Upon a motion made by Mr. Bishop and seconded by Mr. Zuse, the Board voted unanimously in favor of accepting the professional services proposal from Silver/Petrucci Architects and Engineers to evaluate the existing roofing systems at each of Guilford's seven schools.

8.6 ACT ON Resolution Authorizing a Lease-Purchase Financing to Finance the Acquisition by the Board of Education of Computer Equipment (exhibit)

Upon a motion made by Dr. Meyers and seconded by Mr. Zuse, the Board voted unanimously in favor of authorizing the resolution for a lease-purchase financing agreement to finance the acquisition of computer equipment by the Board.

8.7 ACT ON Recommendation to Increase School Lunch Prices for the 2008-09 School Year (exhibit)

Mrs. Trudeau noted that the district has experienced a large increase in the cost of food and staff compensation. She presented the following proposed increases in school lunch prices: Elementary from \$2.00 to \$2.30; Middle from \$2.30 to \$2.65, and High School from \$2.70 to \$3.10.

Upon a motion made by Dr. Meyers and seconded by Mrs. Nolan, the Board voted unanimously in favor of increasing school lunch prices for the 2008-2009 school year.

8.8 RECEIVE FOR POSSIBLE ACTION Awarding of Bids for (exhibit):

8.8.1 Custodial Supplies for 2008-09

8.8.2 Trash and Recycling Services

8.8.3 Boiler Cleaning and Burner Tuning, Cleaning and Calibrating

8.8.4 Tax Exempt Lease Purchase

8.8.5 HP Procure Equipment for Wireless Networks

Upon a motion made by Dr. Meyers and seconded by Mrs. Nolan, the Board voted unanimously in favor of awarding the bid for Custodial Supplies, containing 93 items, to the seven lowest bidders.

Upon a motion made by Mrs. Nolan and seconded by Mr. Bishop, the Board voted unanimously in favor of awarding the bid for the Boiler Cleaning and Burner Tuning, Cleaning and Calibrating to the low bidder, Oatley Plumbing.

Upon a motion made by Mrs. Nolan and seconded by Mr. Bishop, the Board voted unanimously in favor of awarding the bid for Trash and Recycling Services for the 2008-2009 and 2009-2010 school years to the low bidder, All Waste.

Items 8.8.4 and 8.8.5 were addressed earlier in the agenda.

8.9 ACT ON Recommendations from Policy Subcommittee

8.9.1 Revisions to Regulation 5326: Dress and Grooming (exhibit)

8.9.2 Revisions to Regulation 3614 (c-d): Request for Transportation (exhibit)

Upon a motion made by Dr. Iorio and seconded by Mrs. Nolan, the Board voted unanimously in favor of approving the revisions to Regulation 5326: Dress and Grooming as presented.

Upon a motion made by Dr. Iorio and seconded by Mrs. Nolan, the Board voted unanimously in favor of approving the revisions to Regulation 3614 (c-d): Request for Transportation as presented.

8.10 RECEIVE Recommendations from Policy Subcommittee

8.10.1 Revisions to Policy #1118: Access by News Media Personnel to Board of Education Meeting (exhibit)

Chairman Bloss asked that this item be carried over for action on the July 14, 2008, agenda.

9. Unfinished Business

Mr. Zuse asked that Dr. Forcella report back on the status of those students' PowerSchool accounts that are not accessible by their parents due to unpaid library fines.

10. Reports of Committees

Mrs. Dudley and Dr. Meyers reported that both 5th and 6th graders are now able to go outside for recess following their lunch. Mrs. Dudley reported that many students do go outside to play basketball and other activities. She noted that those students who choose to stay inside do so for appropriate reasons including studying for tests. She noted that the Baldwin PTO is planning to purchase some simple equipment for the students to use outside.

Dr. Meyers noted that the process to initiate recess at Baldwin worked very well. He explained that parents came to the Board with their request and the Board and the administration worked together to make it happen.

Mrs. Dudley noted that LEARN will sponsor a breakfast on Thursday, June 12 and all Board members are welcome.

Mr. Bishop explained that the Land Acquisitions Committee has been active.

Mr. Zuse stated that the facilities subcommittee is pursuing the ability to move capital projects more quickly through the system. The ideas for achieving this are 1) establishment of a sinking or capital fund that would finance the engineering and architectural fees associated with roofing and other significant maintenance projects so that once they were approved at referendum they

could immediately go out to bid and be put into production and 2) moving referendums for roofs and other similar projects to the fall so that they could be implemented and completed during the following summer season when school is not in session. These options are being researched.

11. Public Questions (four minute limit)

None.

12. New Business

Dr. Keene reported that the GFFE will be providing funds to GPS for professional development to all teachers interested in learning more about the reading process. Dr. Keene noted that the GPS Language Arts curriculum continuum will be complete by the end of the summer, coinciding with this First Steps training opportunity.

Dr. Forcella added that a long-term goal for the First Steps program will be to offer this training to teachers in other districts for a fee which would help to offset the costs for our district.

Mr. Bishop noted that the GFFE has a program available to parents and others to recognize a teacher. The Star Program is available on the GFFE website.

Mr. Zuse asked if parents are involved in the evaluation process of teachers and administrators. Dr. Forcella responded that there is an evaluation process for teachers but that parents are not involved in it. He recommended that a parent contact the school's principal if they wish to comment on their child's classroom experience with a teacher.

Upon a motion made by Mrs. Dudley and seconded by Mrs. Nolan, the Board voted unanimously to adjourn to executive session at 9:55 p.m.

Respectfully submitted by:

Lorri Hahn
Clerk to the Board of Education