

**GUILFORD BOARD OF EDUCATION MEETING
TUESDAY, OCTOBER 12, 2010
GUILFORD HIGH SCHOOL LIBRARY, GUILFORD, CT**

1. Call to Order

Chairperson Bill Bloss called the meeting to order at 7:39 p.m. Board members present were, Mary Beeman, Keith Bishop, Bill Bloss, John Ireland, Alan Meyers, Chris Moore, Susan Renner, and Ted Zuse.

Administrators present were Tom Forcella, Anne Keene, and Rick Misenti. Also present was Accounting Manager Linda Trudeau.

2. Action on Minutes of:

- 2.1 September 10, 2010 (Transportation Subcommittee Meeting)**
- 2.2 September 13, 2010 (Finance Subcommittee Meeting)**
- 2.3 September 13, 2010 (Regular Meeting)**
- 2.4 September 22, 2010 (Special Meeting- Facilities Subcommittee Meeting)**
- 2.5 September 27, 2010 (Policy Subcommittee Meeting)**
- 2.6 September 27, 2010 (Facilities Subcommittee Meeting)**
- 2.7 September 27, 2010 (Workshop Meeting)**
- 2.8 October 1, 2010 (Special Meeting – Executive Session)**

Upon a motion made by Mrs. Beeman and seconded by Mr. Bishop, the Board voted unanimously to approve the minutes of September 10, 2010 (Transportation Subcommittee Meeting); September 13, 2010 (Finance Subcommittee Meeting); September 13, 2010 (Regular Meeting); September 22, 2010 (Special Meeting- Facilities Subcommittee Meeting); September 27, 2010 (Policy Subcommittee Meeting); September 27, 2010 (Facilities Subcommittee Meeting); September 27, 2010 (Workshop Meeting); and October 1, 2010 (Special Meeting - Executive Session) with corrections to the minutes of September 13, 2010, Finance Subcommittee Meeting, September 13, 2010, Regular Meeting, and September 27, 2010, Facilities Subcommittee Meeting.

Mrs. Renner questioned the recording of Dr. Keene's statement under **Item 9. Unfinished Business** on the September 13, 2010, Regular Meeting minutes. Dr. Keene confirmed that the first sentence of paragraph five should be changed from "Dr. Keene stated that the State Board of Education has adopted national course standards for Mathematics and English Language Arts . . ." to "Dr. Keene stated that the State Board of Education has adopted common core standards for Mathematics and English Language Arts . . ."

Mrs. Renner noted that the figure "\$10 million" in the first sentence of **Item 7. Discuss Job Fund Program** of the September 13, 2010, Finance Subcommittee Meeting minutes should be changed to "\$10 billion."

Mr. Ireland noted that the formatting of **Item 4. Review Capital Projects** and **Item 4.a. Discuss Building Walk Throughs** on the September 27, 2010, Facilities Subcommittee minutes should be changed so that information pertaining to the Review of Capital Projects is recorded under

this portion of the agenda and **4.a. Building Walk Throughs** should be moved down to correspond with the information about this topic.

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

Upon a motion made by Dr. Meyers and seconded by Mrs. Beeman, the Board voted unanimously to approve the expenditures for the month of September as presented by Dr. Meyers.

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

None

5. Communications

Mr. Zuse noted a communication regarding the lights on the high school field going on and off during games. Chairman Bloss suggested that Dr. Forcella talk to Athletic Director Chip Dorwin about this.

Dr. Moore noted a concern from a parent regarding the condition of the sidewalks on South Union Street leading to Calvin Leete School. The Board noted that this is an issue for the Town.

6. Student Representatives

Jackie and Jamie Desrosier reported on the high school's planning for the NEASC accreditation visit the week of October 18. They explained that an opening presentation and reception would take place on Sunday, October 17 and that the NEASC committee would be at the school through Wednesday, October 20.

The students explained that the results of the Developmental Asset Survey had been shared with all students at the high school and that discussions continued in English classes. They noted that students expressed concern and surprise over some of the survey results including the high reports of drug use, thoughts of suicide, and lack of positive adult role models. The student representatives noted that a high percentage of students reported positively about their involvement in extracurricular activities. They noted that Unity Week at the high school (the first week of December) will stress building positive assets among the students.

7. Superintendent's Report

7.3 NEASC Preparations Update

Dr. Forcella reported that the high school faculty, staff and students are prepared for the NEASC committee accreditation process the week of October 18. He noted that the committee will be interviewing Board of Education members as a part of the process. He explained that the high school has been preparing reports focused on curriculum, instruction and the facility. The NEASC committee will consider the high school's mission statement and evaluate the work the

school is doing relative to its own goals. Dr. Forcella explained that the accreditation process takes place once every ten years and that the issues noted at Guilford High School in the last process had been related to facility deficiencies.

7.1 Overnight Field Trip Request Report – GHS Symphony Orchestra – Baltimore (exhibit)

Tom Boates, Chair of the Guilford High School Music Department, explained to the Board that the GHS Symphony Orchestra has been selected to participate in an honors performance at the 52nd MENC (National Association for Music Education) Eastern Division Biennial In-Service Conference in Baltimore, MD from Thursday, March 31 through Saturday, April 2, 2011. Mr. Boates explained that the 75 students from GHS were picked from among students in 11 states to perform for 45 minutes at the conference.

Dr. Forcella noted that the effort put forth by the students and faculty in the music department is the reason for the students' high level of ability.

Chairman Bloss congratulated Mr. Boates and the students on the honor and noted that the accomplishment should be shared with all of the music teachers within GPS and the community that supports the music programs.

7.4 Project Blueprint Update

Dr. Forcella explained that Project Blueprint is a consortium of high performing school districts that meets annually to share ideas and expectations. The member districts include Edina, Minnesota, Clayton, Missouri, Whitefish Bay, Wisconsin, Whelan, Massachusetts, Cape Elizabeth, Maine, Palisades, Pennsylvania, and Guilford. The group met in Edina in September and Dr. Forcella noted that Guilford will host the meeting in Fall 2011.

Dr. Forcella explained that each district gave a presentation on technology and he was very pleased to discover that Guilford has caught up in the past few years with comparable districts on its utilization of technology.

7.2 October 1, 2010 Enrollment Report

Dr. Forcella presented the 2010 Enrollment Report. He also presented a comparison of the actual enrollment figures and the figures projected from the Town of Guilford Demographic Study noting that actual enrollments have not changed as much as the study projected.

Dr. Forcella noted that there will be an item on the Board of Education October 25, 2010, Workshop Meeting agenda to discuss the Guilford High School facilities project and the consideration of architects to develop plans for phased or renovation projects to address the needs.

Dr. Forcella noted that he and Cliff Gurnham will also discuss options for the high school with construction firms. He added that the Facilities Subcommittee is currently involved in a needs assessment process with all of the facilities.

Mr. Ireland suggested that it would be interesting to look at our current space utilization (at the high school) and compare that to our education specifications to determine if our space is being utilized correctly.

8. Board Agenda

8.1 RECEIVE Recommendation from Policy Subcommittee: Cyberbullying Policy (exhibit)

Chairman Bloss explained that the Policy Subcommittee examined the CABA (Connecticut Association of Boards of Education) Policy on Cyberbullying and those policies of other districts as they drafted a policy for Guilford Public Schools. He noted that it is clear that both parents and the district have substantial roles with regard to cyberbullying.

Chairman Bloss summarized the policy by stating that when the misconduct, as defined in the policy, occurs on a computer that is owned by the school district, then the user is subject to discipline. If the misconduct occurs from a non-school computer then the school system does not have jurisdiction unless the conduct is determined to be seriously disruptive of the educational process.

Mr. Zuse asked if the proposed policy may be posted online for the public to view and/or comment on prior to Board action.

Discussion continued regarding the policy including the possibility of designating specific consequences for offenses and current cyberbullying legislation.

8.2 RECEIVE Recommendation from Policy Subcommittee: BOE Bylaw – Monitoring Products and Processes (Self-Evaluation) (exhibit)

Chairman Bloss explained that CABA recommends that Boards of Education have a self – evaluation policy and evaluate themselves in designated areas. Chairman Bloss explained that the proposed policy includes the following areas of evaluation: community leadership, community involvement, communicating with the public, the decision-making process, planning and setting goals, allocating resources, developing Board policy, policy oversight, selecting and evaluating the Superintendent, working with the Superintendent, promoting good employee relations, setting expectations for Board member conduct, conducting the work of the Board, and Board member development.

Mr. Zuse suggested that a date or time frame be included for the completion of the evaluation to insure that the action take place.

8.3 ACT ON Submission of Consolidated Grants Application (exhibit)

Dr. Keene presented the Consolidated Grants Application for Title I in the amount of \$120,688, Title II in the amount of \$85,125, and Title III in the amount of \$5,841. She explained that Title

IV, a grant to support a safe and drug-free learning environment, was not reauthorized by the federal government.

Upon a motion made by Dr. Meyers and seconded by Mrs. Beeman, the Board voted unanimously to approve the submission of the Consolidated Grants Application in the amount of \$211,654.

8.4 RECEIVE for POSSIBLE ACTION: Ratification of Contract with the Guilford Council of Educational Administrators

Chairman Bloss reported that a tentative agreement has been reached with the Guilford Council of Educational Administrators following several meetings between a Board of Education Committee (John Ireland, Chris Moore, Barbara Dudley, Mary Beeman and Bill Bloss), the Administrators Bargaining Unit, and Joe Dubin with the Federal Mediation and Conciliation Service.

Chairman Bloss summarized the terms of the three-year tentative agreement from September 1, 2011 – August 31, 2014 as follows:

Salaries:

2011-2012 – No increase

2012-2013 – 2.95% increase

2013-2014 – 2.95% increase

Health Care Premium Cost Share Provisions by Administrators

2011-2012 – 17%

2012-2013 – 18%

2013-2014 – 19%

Additional provisions include incremental increases in co-pays and office visits over the three years of the contract.

Chairman Bloss outlined an additional provision in the contract whereby an administrator may elect to waive health insurance coverage, except if the administrator would otherwise be covered by another health plan within the Town of Guilford, and be given the opportunity to opt out or receive payment not to participate in the Board of Education health insurance plan. Payment will be \$2,000 for a single plan, \$3,000 for a couple, and \$4,000 for a family plan.

Upon a motion made by Mrs. Beeman and seconded by Mr. Bishop, the Board voted unanimously in favor of ratifying the tentative contract with the Guilford Council of Educational Administrators.

9. Unfinished Business

Mr. Zuse asked for an update on the policy enforcement of cell phone use at the high school and middle schools.

Chairman Bloss stated that the Policy Subcommittee continues to look at the cell phone policy. He noted that it is clear that the policy needs to be addressed and added that the consistent practice in all schools is that cell phones are not to be used during class.

10. Reports of Committees

10.1 Policy Subcommittee

Chairman Bloss noted that Paul Schmidt, Chair of the Standing Fields Committee and Chip Dorwin attended the recent Policy Subcommittee meeting to discuss the subject of advertising at the turf field as a possible means of paying for the maintenance/replacement of the turf. He noted that the issue is ongoing.

10.2 Facilities Subcommittee

Mr. Ireland thanked the people working on the needs assessments at each of the schools and reported on the progress at each of the schools. He noted that he anticipates having a report ready for the Board by the end of November.

Mr. Ireland noted that the Subcommittee is also evaluating a boiler for Adams and the potential of bringing in natural gas to the location.

Mr. Ireland noted that the Energy Task Force will likely be requesting energy audits on each of Guilford's school facilities.

Dr. Moore asked for a summary of the recent Energy Task Force Committee Meeting. Mr. Ireland explained that there was a six-hour meeting that included sessions with other towns to discuss ways to share services and a meeting with the Boards in Guilford to discuss future interactions with other towns involved on the task force.

10.3 Finance Subcommittee

Dr. Meyers explained that the Subcommittee discussed the current electrical generation contract the Board of Education has with Trans Canada. The Board is in its second year of a five-year contract. Dr. Meyers explained that when the Board entered into the contract it was anticipated that the price of electricity would increase resulting in the negotiation of a five-year contract with a fixed price of 12.06 cents/kilowatt hour.

Dr. Meyers explained that since the price of electricity has declined the Subcommittee is authorizing Dr. Forcella to negotiate an extension price of 10.72 cents/kilowatt hour for the next five years that would take effect now. This would help the district realize savings over the current contract rate.

Mr. Ireland cautioned that the Regional Energy Commission is working toward a plan to negotiate cooperative pricing and group purchasing for the towns involved. He noted that if

Guilford extends our current electrical contract five years, we would not be available to participate in a potential cooperative purchasing situation.

In advance of Dr. Forcella renegotiating the electrical contract, Mr. Ireland will find out how soon the Regional Energy Commission plans to act on this initiative and Mrs. Trudeau will speak with area towns to determine how many years they are committed to electrical contracts.

Mr. Zuse asked the Board to share the status of the Health Care Plan as discussed at the Finance Subcommittee meeting with the public. Mr. Bishop stated that the fund balance for the Town and Board of Education Health Care Plan as of June 30, 2010, was -\$546,000 and that the projected deficit for July 30, 2010, would be in excess of -\$900,000.

Dr. Meyers stated that the evaluation of the Food Service Department was on course and that a report to the Board of Education should be ready within the next few weeks.

10.4 Liaisons to Town Committees

Mr. Ireland reported that the Standing Building Committee has increased the requirements for the life expectancy of roof shingles from 40 to 50 years.

Mr. Ireland reported that the RFQ for fire alarms has been reviewed and they will be installed in the summer of 2011.

Mr. Ireland reported that the A.W. Cox phone system will be installed by Logic Communication at the end of October.

Mr. Ireland reported that the work at Adams is 98% complete. The last project to be completed is related to building security and will cost approximately \$25,000.

11. Public Questions

None.

12. New Business

None

Upon a motion made by Dr. Meyers and seconded by Mrs. Beeman, the Board voted unanimously to adjourn to executive session at 9:20 p.m.

Respectfully submitted by:

Lorri Hahn
Clerk to the Board of Education