

**GUILFORD BOARD OF EDUCATION MEETING
MONDAY, JULY 12, 2010
GUILFORD HIGH SCHOOL LIBRARY, GUILFORD, CT**

1. Call to Order

Chairperson Bill Bloss called the meeting to order at 7:38 p.m. Board members present were Mary Beeman, Bill Bloss, Barbara Dudley, Alan Meyers, Chris Moore, John Ireland, Susan Renner, and Ted Zuse.

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

2. Action on Minutes of:

2.1 June 9, 2010 (Special Meeting)

2.2 June 14, 2010 (Finance Subcommittee Meeting)

2.3 June 14, 2010 (Regular Meeting)

2.4 June 15, 2010 (BOE/BOF Joint Meeting)

2.5 June 28, 2010 (Policy Subcommittee Meeting)

2.6 June 28, 2010 (Facilities Subcommittee Meeting)

2.7 June 28, 2010 (Workshop Meeting)

Mr. Ireland asked that it be noted in Page 2, Paragraph 1 of the June 28, 2010, Facilities Subcommittee Meeting minutes that the assessment referenced for \$66,000 is for school buildings and not for the entire district. He noted in the same paragraph that the small-scale review should be called a self-reported review.

Mrs. Renner noted that in the Special Meeting minutes of June 9, 2010, Dr. Moore is noted as seconding the motion to adjourn. Mrs. Renner noted that Dr. Moore was not present at this meeting. Chairman Bloss asked that it be noted that Mrs. Dudley seconded the motion to adjourn for the June 9, 2010, Special Meeting.

Mrs. Renner asked if the reasons for the Budget Transfers should be detailed in the June 14, 2010, Finance Subcommittee Meeting minutes. Chairman Bloss noted that, by law, the Board of Education can make transfers within the seven categories of their budget without seeking approval from the Board of Finance. In addition he noted that the budget transfers are generally discussed during the regular board of education meetings.

Mrs. Renner asked if the reason for waiving the bid requirements to purchase a vehicle in Item 9.6 of the June 14, 2010, Regular Meeting, can be detailed. Chairman Bloss suggested that a sentence stating that the bid requirements were waived to expedite the trade in of two vehicles owned by GPS and the purchase of a used Ford F-250 with a plow be added.

Dr. Meyers asked that a correction be made to Item 2 in the minutes of June 14, 2010. An "s" should be removed from Senator Ed Meyer's name. It should read "Meyer."

Chairman Bloss asked that the minutes of the June 28, 2010, Workshop Meeting reflect that he would have voted in favor of the motion, but since his vote would not change the outcome, he elected not to vote.

Mr. Zuse asked that the minutes of the June 28, 2010, Workshop Meeting reflect how each Board member voted on the split votes under Item 3 and Item 5. The record will reflect that on Item 3 Mrs. Beeman, Chairman Bloss, Mrs. Dudley, Mrs. Renner, Mr. Ireland, Dr. Meyers, and Dr. Moore voted in favor of the motion to accept the bid from All Waste of Hartford for \$50,602. Mr. Zuse opposed the motion and Mr. Bishop abstained. On Item 5 the record will reflect that Mrs. Dudley, Mr. Zuse and Dr. Moore voted in favor of the motion to design a survey proposal with affiliated cost data to be presented to the community regarding the GHS project. Mrs. Beeman, Mrs. Renner, Mr. Ireland, Dr. Meyers, and Mr. Bishop opposed the motion.

Mrs. Renner noted that under Item 4 in the Finance Subcommittee minutes of June 14, 2010, the word “defer” should be changed to “defray” in the second sentence.

Upon a motion made by Mrs. Beeman and seconded by Mrs. Dudley, the Board voted unanimously to approve the minutes of June 9, 2010 (Special Meeting); June 14, 2010 (Finance Subcommittee Meeting); June 14, 2010 (Regular Meeting); June 15, 2010 (BOE/BOF Joint Meeting); June 28, 2010 (Policy Subcommittee Meeting); June 28, 2010 (Facilities Subcommittee Meeting); and June 28, 2010 (Workshop Meeting) with changes noted to the minutes of the June 9 Special Meeting, the June 14 Finance Subcommittee Meeting, the June 14 Regular Meeting, and the June 28 Facilities Subcommittee Meeting.

3. Review and Approval of Expenditures for the Month of June
Reviewer for Month: Sue Renner

Chairman Bloss noted that the Board of Education should be returning approximately \$100,000 to the Town following a year of operating within the projected budget.

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

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

None

5. Communications

Mr. Zuse questioned if Board members who are quoted in the media are speaking for the Board, referencing recent articles regarding the high school referendum on June 16. Chairman Bloss responded that individual Board members are free to express their opinions and individual statements should not be interpreted as representing the Board.

Chairman Bloss clarified that no further actions regarding the high school facility have been taken by the Board since the June 16 referendum and explained that the Board has directed Dr. Forcella to develop a recommendation for the facility to present to the Board.

Mrs. Beeman reported that she received a communication from the president of the Guilford Lakes PTO regarding the possible use of recyclable lunch trays. Mrs. Beeman discussed this with Mr. Gurnham and more research will continue.

Mr. Ireland reported that he received a communication regarding head lice and what the school system's response is to an outbreak. Dr. Forcella explained that when a small outbreak occurs in the district appropriate communication occurs among staff, students and parents with guidance from the school's physician and Health Services Coordinator.

6. Student Representatives

No Report

7. Superintendent's Report

7.1 Acknowledge Donations from Private Individuals to the GHS Theatre Arts Dept. (exhibit)

Dr. Forcella acknowledged the donations from private individuals to the GHS Theatre Arts Department for their trip to Scotland with appreciation.

7.2 Acknowledge Donations from Companies to the GHS Interact Club (exhibit)

Dr. Forcella acknowledged the donations from Walmart (\$500), the Webster Bank (\$100), and Page Taft Real Estate (\$100) to the GHS Interact Club with appreciation.

7.3 Update on TEAM Guilford Assets Forum

Dr. Forcella updated the Board on the June 24 public forum presented by TEAM Guilford in collaboration with the Women & Family Life Center and the Guilford Public Schools on the results of the Developmental Assets Survey taken by GPS students in Grades 7-12 in December 2009. He reminded the Board that the survey, developed by The Search Institute, has been administered to over 3 million students throughout the country to measure the number of developmental assets they have experienced. Dr. Forcella explained that the more assets youth have experienced (40 assets in total) the less likely they are to become involved in negative behaviors.

Dr. Forcella explained that the public forum was an opportunity for the community to view the results of the survey and begin planning the next steps. The main goal is to determine which assets to focus on building. A steering committee is being formed that will include representation from community organizations, the school, students, and the BOE (Alan Meyers will represent

the BOE). Dr. Forcella explained that in the fall the survey results will be shared with the students at Adams Middle School and the high school.

Dr. Forcella noted that the survey should be revisited in three to four years to see if students are gaining developmental assets.

Regarding activity on Guilford High School, Dr. Forcella reported that he plans to schedule a special meeting before the end of the summer to share options regarding the facility.

8. Board Agenda

Chairman Bloss requested a motion to add an action item for the custodial supply bid.

Upon a motion made by Dr. Meyers and seconded by Mrs. Dudley, the Board voted unanimously in favor of adding Agenda Item 8.10 ACT ON the Custodial Supply Bid.

8.1 ACT ON Personnel Items (exhibit)

Upon a motion made by Mrs. Dudley and seconded by Dr. Meyers, the Board voted unanimously in favor of ratifying the appointment of Caitlin Kiley for the position of Mathematics teacher at Guilford High School effective September 1, 2010.

Dr. Forcella updated the Board on the process of hiring the Instructional Coaches for the fall 2010.

8.2 RECEIVE for POSSIBLE ACTION: Request to Use School Space for Community Garden (exhibit)

Dr. Forcella reported that he had received a letter the afternoon of July 12 from the group interested in the school space for the community garden stating that the group would no longer be pursuing the school space. As a result, the Board took no action.

8.3 RECEIVE FOR POSSIBLE ACTION: Bid for Special Education Transportation (exhibit)

Chairman Bloss reported, based on confirmation from Mrs. Trudeau, that the district will realize substantial savings in the transportation category in 2010-2011 of approximately 20-25% as a result of the bid process used to acquire special education transportation services.

Mrs. Trudeau confirmed that she received good references on each of the four companies in addition to Student Transportation of America (Guilford's current bus company).

Upon a motion made by Mr. Ireland and seconded by Mrs. Dudley, the Board voted unanimously to award the Special Education Transportation bids to CTS, Durham School Services, Ride Solutions, People to Places and STA.

8.4 ACT ON Budget Transfers for 2009-10 (exhibit)

Upon a motion made by Mrs. Beeman and seconded by Dr. Meyers, the Board voted unanimously in favor of approving the Budget Transfers as requested by Mr. Potochney for 2009-2010.

8.5 APPROVE Donation of Apple Computer, Related Equipment and Installation Valued at \$3,000.00 from the Music Boosters to the GHS Music Department (exhibit)

Upon a motion made by Mrs. Beeman and seconded by Mrs. Dudley, the Board voted unanimously in favor of approving the donation of an Apple Computer, related equipment and installation valued at \$3,000 from the Music Boosters to the GHS Music Department.

8.6 APPROVE Donation of \$1,000.00 from a Private Individual to the GHS Theater Arts Department (exhibit)

Upon a motion made by Mr. Zuse and seconded by Mrs. Renner, the Board voted unanimously in favor of approving the donation of \$1,000 from a private individual to the GHS Theatre Arts Department.

8.7 ACT ON Accepting the Adams Middle School Window Project as Complete

Cliff Gurnham reported that the Adams Middle School window project is complete. He stated that the total project cost was \$801,671 and the original 2007 bond was for \$725,000. He noted that the actual project cost was \$765,000 and the balance was for bonding costs.

The Board discussed the process of who inspects the work for these school projects that are overseen by the Standing Building Committee.

Upon a motion made by Mr. Ireland and seconded by Mrs. Dudley, the Board voted unanimously in favor of accepting the Adams Middle School Window Project as complete.

8.8 RECEIVE for POSSIBLE ACTION: Recommendations from Policy Subcommittee:

8.8.1 Removal of Policy #4226: Provisions of Negotiated Agreements (Non-certified) (exhibit)

8.8.2 Removal of Regulation #4226: Provisions of Negotiated Agreements (Non-certified) (exhibit)

Mrs. Dudley explained that the language of the policy and regulation are already covered by State statutes.

Upon a motion made by Dr. Meyers and seconded by Mrs. Dudley, the board voted unanimously in favor of accepting the recommendations of the Policy Subcommittee to remove Policy# 4226:

Provisions of Negotiated Agreements (Non-certified) and Regulation #4226: Provisions of Negotiated Agreements (Non-certified).

8.9 RECEIVE Recommendations from Policy Subcommittee:

8.9.1 Revisions to Policy #5414: Health Suicide Prevention and Intervention (exhibit)

Mrs. Dudley stated that the Policy Subcommittee has spent significant time on this policy and difficult issue in conversation with school nurses and the school physician, Dr. Nolfo.

Chairman Bloss summarized the intent of the Policy by stating that if there is a credible issue related to suicide, professionals should be involved at the earliest possible time.

8.9.2 Revisions to Regulation #5414: Health Suicide Prevention and Intervention (exhibit)

8.9.3 New Policy #TBD: Use of Web Tools (exhibit)

Dr. Keene noted that the new policy on the use of web tools was developed by working with an existing CABE policy and receiving input from the Technology Director, teachers, and the Policy Subcommittee.

Dr. Moore expressed interest in addressing the use of technology and its impact off school grounds including cyberbullying and the internet.

Chairman Bloss commented on the complexity of the issue regarding defining the limits of the school system's jurisdiction over technology usage.

Mr. Zuse asked that the Policy Subcommittee expand the policy to encourage or require teachers to use technology to increase communication and enhance learning.

8.10 ACT ON the Custodial Supply Bid

Mrs. Trudeau reported that 15 vendors bid on 84 custodial supply items and 10 vendors successfully supplied low bids on at least one item.

Upon a motion made by Mr. Zuse and seconded by Mrs. Dudley, the Board voted unanimously in favor of approving the ten companies with the lowest bids for the 84 items on the Custodial Supply Bid.

9. Unfinished Business

None

10. Reports of Committees

Mr. Zuse confirmed that the bylaws of the Board of Education state that minutes should reflect how Board members vote on motions.

10.1 Policy Subcommittee

Mrs. Dudley reported that the committee continues to investigate cyberbullying. The committee is also researching a self-evaluation policy and instrument for the Board.

Dr. Meyers asked about a cell phone policy. Mrs. Dudley responded that there is a policy but the consistency of its enforcement may vary and some of its language may need to be updated.

10.2 Facilities Subcommittee

Mr. Ireland stated that the Standing Building Committee is working on bond issues. He noted that the committee has been discussing school walks to identify deficiencies and who should participate in these activities.

Discussion about on going projects included work at Adams Middle School (HVAC, Roof, lockers, and bathrooms) and the Lakes roof.

Mr. Ireland noted that the Standing Building Committee met with Trane to discuss energy audits, explaining that Energy Services companies will evaluate projects such as the geothermal project being discussed for Melissa Jones School to determine if they are worth doing.

10.3 Finance Subcommittee

No report.

10.4 Liaisons to Town Committees

Mr. Ireland reported from the Standing Fields Committee that improvements to the high school track were completed for \$20,000 less than anticipated (\$40,000 versus \$60,000) and suggested that the extra money may be used to fix a reoccurring drainage issue at the site. Mr. Gurnham responded that the facilities department is addressing the drainage issue at the high school track.

Mr. Ireland stated that a fund has been established for the eventual replacement of the turf field at the high school from donations by teams and gate receipts. He stated the importance of long-term planning for the replacement of the turf field.

11. Public Questions

Ken Chain asked why the Board of Education workshop meetings are not televised. Chairman Bloss responded that this is a Town decision. Mr. Chain referenced the June 25, 2010, Shoreline Times article about the June 16 high school design referendum and expressed concern over comments made by Board of Education members regarding voter turnout and voter understanding of the issues.

Ray Luden stated that he did not think the AlertNow system should be used to remind parents about the high school referendum.

Mr. Luden asked how much money would be saved in Special Education Transportation. Chairman Bloss responded that the savings at this time would be approximately \$150 - \$175,000.

Mr. Luden asked how much money was spent on Special Education Transportation in 2009-10. Chairman Bloss responded that \$975,000 was spend in 2009-10.

Mr. Luden commented that he thought there should be a final sign-off on projects like the Adams window project. Chairman Bloss noted that the Town (Standing Building Committee) is responsible for such projects.

Mr. Luden stated that the A.W. Cox field was a mess during Soccerfest and asked if there was a way for the field to be watered prior to the event.

Mr. Ireland responded that the Standing Fields Committee welcomes input from sports group and noted that the drought has effected many fields in town.

Mr. Luden asked where the money from gate receipts goes?

Chairman Bloss and Mr. Zuse responded that the money is used to buy various equipment, supplies and capital needs for athletics including lacrosse nets and bleachers.

12. New Business

None

Chairman Bloss noted that contract negotiations would begin on July 13, 2010. He noted that Dr. Meyers, Mr. Zuse, Mr. Bishop, and Mrs. Renner were on the teacher contract negotiation team and Dr. Moore, Mr. Ireland, Mrs. Beeman, and Mrs. Dudley were on the administration negotiation team.

Upon a motion made by Mr. Bishop and seconded by Mrs. Dudley, the Board voted unanimously to adjourn to executive session at 9:10 p.m.

Respectfully submitted by:

Lorri Hahn
Clerk to the Board of Education