

**GUILFORD BOARD OF EDUCATION MEETING  
MONDAY, AUGUST 9, 2010  
GUILFORD HIGH SCHOOL LIBRARY, GUILFORD, CT**

**1. Call to Order**

Chairperson Bill Bloss called the meeting to order at 7:32 p.m. Board members present were Mary Beeman, Keith Bishop, Bill Bloss, Barbara Dudley, John Ireland, Susan Renner, and Ted Zuse.

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

**2. Action on Minutes of:**

**2.1 July 12, 2010 (Finance Subcommittee Meeting)**

**2.2 July 12, 2010 (Regular Meeting)**

Upon a motion made by Mrs. Beeman and seconded by Mr. Ireland, the Board voted unanimously to approve the minutes of July 12, 2010 (Finance Subcommittee Meeting) and July 12, 2010, (Regular Meeting) with one correction.

Mr. Ireland noted that the last word in the last paragraph of Item 10.2 Facilities Subcommittee on Page 7 of the Regular Meeting minutes of July 12, 2010, should be changed from “doing” to “considering.”

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

Upon a motion made by Mrs. Dudley and seconded by Mrs. Beeman, the Board voted unanimously to approve the expenditures for the month of July and the financials for 2009-2010 as presented and reviewed by Mrs. Dudley. Mrs. Dudley noted that, although there was an agenda item 3.3 Review of Financials 2010-11, this was not a part of her responsibility as the reviewer for the month.

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

None

**5. Communications**

None

**6. Student Representatives**

No Report

**7. Superintendent’s Report**

### **7.1 Convocation 2010 Plans**

Dr. Forcella reported that the traditional opening of school will take place on August 30 for certified staff at Guilford High School and on September 1 for non-certified staff. In addition to the recognition of years of service, introduction of new staff and presentation of district goals and initiatives, Dr. Forcella explained that building-based professional development sessions will take place during the afternoon of August 30 and throughout the day on August 31 for certified staff. He also noted that K-4 professional staff and principals will receive significant training on Literacy Coaching from professionals from the Institute for Learning over this two day period. Grades 5 - 12 teachers will receive training in Disciplinary Literacy from staff from the Institute for Learning.

Dr. Forcella noted that the district has hired three literacy coaches and is still searching for the fourth. He stressed the importance of hiring high quality, experienced people for these positions and explained that the interview process has been rigorous and intensive.

### **7.2 Plan Date for Special Meeting – GHS Facilities Discussion**

Dr. Forcella stated that the tentative date for a meeting to discuss and share ideas for the Guilford High School facility will be scheduled for August 30, 2010, at 7 p.m. in the Guilford High School Library.

## **8. Board Agenda**

### **8.1 ACT ON Personnel Items (exhibit)**

Upon a motion made by Mr. Bishop and seconded by Mrs. Dudley, the Board voted unanimously to ratify the resignation of Joyce Galehouse, Art (one-tenth), Cox Elementary School, effective, August 31, 2010.

Upon a motion made by Mrs. Dudley and seconded by Mrs. Beman, the Board voted unanimously in favor of ratifying the appointments of Nicole Johnson, Kindergarten teacher, Calvin Leete School; Theresa Smith, Elementary Literacy Coach; Annine Crystal, Elementary Literacy Coach; and Stacy Stewart, Elementary Literacy Coach, all effective September 1, 2010.

### **8.2 APPROVE Donation of \$1,000.00 from Pragst-Stoddard to the GHS Theater Arts Department (exhibit)**

Upon a motion made by Mrs. Beeman and seconded by Mrs. Dudley, the Board voted unanimously in favor of approving a donation of \$1,000 from Pragst-Stoddard to the GHS Theatre Arts Department.

### **8.3 APPROVE Donation of \$5,005.00 from the Guilford Fund for Education for Baldwin Middle School (exhibit)**

Upon a motion made by Mr. Zuse and seconded by Mrs. Dudley the Board voted unanimously in favor of approving a donation of \$5,005.00 from the Guilford Fund for Education for Baldwin Middle School and Melissa Jones Elementary School to purchase 20 flip cameras for a pilot program that builds on inter-school collaboration and shared professional development.

Dr. Forcella confirmed that no funds would be needed from Guilford Public Schools for this program.

**8.4 RECEIVE for POSSIBLE ACTION: Request to Waive Bid for the Technology Lease**

**8.5 RECEIVE for POSSIBLE ACTION: Resolution on Technology Lease (exhibit)**

Chairman Bloss stated that the Finance Subcommittee discussed the technology lease in their meeting earlier that evening and voted to act favorably on it.

Mrs. Trudeau explained that three firms were contacted to provide rates and terms for Guilford Public Schools to lease \$250,000 in technology equipment for five years. Two firms responded. Chase Equipment Finance provided a rate of 2.4% for five years. TD Equipment Financing provided a rate of 2.76% for five years.

Upon a motion made by Mr. Bishop and seconded by Mrs. Dudley, the Board voted unanimously in favor of waiving the bid process and authorizing Chairman Bloss to sign the necessary documents to create an addendum to the existing lease agreement with Chase Equipment Finance, Inc. to finance \$250,000 in equipment at a rate of 2.4% over five years.

**8.6 ACT ON Recommendations from Policy Subcommittee:**

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

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

Mrs. Dudley stated that the Policy Subcommittee has spent a great deal of time revising Policy and Regulation #5414. Chairman Bloss summarized that the revised policy eliminated a checklist for school staff to attempt to evaluate a student in need. He explained that the intent of the revised policy is to involve professionals at the earliest possible time whenever there is a credible concern.

Upon a motion made by Mrs. Dudley and seconded by Mrs. Beeman, the Board voted unanimously in favor of accepting the revisions to Policy #5414 and Regulation #5414 Health Suicide Prevention and Intervention as presented by the Policy Subcommittee.

**8.6.3 New Policy #6340: Use of Web Tools (exhibit)**

Upon a motion made by Mrs. Dudley and seconded by Mr. Bishop, the Board voted unanimously in favor of adopting new Policy #6340: Use of Web Tools as presented by the Policy Subcommittee.

**9. Unfinished Business**

None

**10. Reports of Committees**

**10.1 Policy Subcommittee**

Mr. Zuse requested that the policy on cell phone use be clarified at each of the schools prior to the start of the school year. Dr. Forcella stated that he will look into the information that is currently communicated about cell phones from each of the schools.

**10.2 Facilities Subcommittee**

Mr. Ireland reported that the work being done at Adams Middle School is on schedule for the opening of school. He noted that the Standing Building Committee has been discussing security systems for Adams. The Board discussed the fact that any decision about a security system at Adams would also need to be discussed with the BOE.

Mr. Ireland stated that the roof replacement at Guilford Lakes School is on schedule. He noted that lead-coated copper gutters had been installed by mistake and will need to be replaced. He explained that this is an issue between the architect and the roofing company.

Mr. Ireland noted that due to an administrative issue the phone system at A.W. Cox will need to be rebid.

**10.3 Finance Subcommittee**

Mr. Bishop reported that the Food Service contract will be discussed at the next Finance Subcommittee meeting and Food Service finances will be discussed at a future meeting.

The Board noted that the 2011-2012 Budget process will begin shortly. Chairman Bloss noted that the first public forum for input into the 2011-2012 Budget will be October 26, 2010.

Mr. Zuse noted that the subcommittee also discussed having the capital projects budget in place prior to the winter break.

Mr. Zuse reiterated that the Board had discussed the savings in Special Education transportation at the last meeting.

**10.4 Liaisons to Town Committees**

Mr. Ireland reported that the Energy Task Force continues to discuss energy audits and the Regional Task Force continues to look for a coordinator.

Mr. Ireland reported that the Standing Fields Committee continues to oversee work on the high school track. Chairman Bloss noted that recent testing of the turf field found nothing harmful to students.

**11. Public Questions**

None.

**12. New Business**

None

Upon a motion made by Mrs. Dudley and seconded by Mr. Bishop, the Board voted unanimously to adjourn to executive session at 8:30 p.m.

Respectfully submitted by:

Lorri Hahn  
Clerk to the Board of Education