

**GUILFORD BOARD OF EDUCATION MEETING
MONDAY, DECEMBER 13, 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, Keith Bishop, Bill Bloss, Chris Moore, Barbara Dudley, Alan Meyers, Susan Renner, and Ted Zuse. Administrators present were Tom Forcella and Anne Keene. Also present was Business Administrator Andy Potochney.

2. Action on Minutes of:

- 2.1 November 8, 2010 (Finance Subcommittee Meeting)**
- 2.2 November 8, 2010 (Regular Meeting)**
- 2.3 November 22, 2010 (Facilities Subcommittee Meeting)**
- 2.4 November 22, 2010 (Policy Subcommittee Meeting)**
- 2.5 November 22, 2010 (Workshop Meeting)**

Upon a motion made by Mrs. Dudley and seconded by Dr. Meyers, the Board voted unanimously to approve the minutes of November 8, 2010 (Finance Subcommittee Meeting); November 8, 2010 (Regular Meeting); November 22, 2010 (Facilities Subcommittee Meeting); November 22, 2010 (Policy Subcommittee Meeting); and November 22, 2010 (Workshop Meeting).

**3. Review and Approval of Expenditures for the Month of November
Reviewer for the Month: Chris Moore**

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

8.5 REPORT on Food Service Evaluation

Dr. Meyers explained that the Rochelle Group's comprehensive report on the Guilford Public School's Food Service Department was presented at the Finance Subcommittee Meeting that evening. He noted that the report found that the number of students purchasing food in Guilford's schools is lower than in comparable districts.

Dr. Meyers noted that the report recommended changes including making the menu more inviting, improving the quality of the presentation of the food and offering more variety.

Additional issues identified included the time it takes students to buy lunch in the single line configurations of the cafeterias and ease of use of the PowerLunch system.

Dr. Meyers explained that it was the decision of the Finance Subcommittee that Dr. Forcella work with the recommendations of the Rochelle Group and the Food Service Department to develop an action plan of recommended internal changes. Dr. Forcella will have a plan for the Board in January. Dr. Meyers stressed that the goal is to work with the district's existing Food Service Department to make improvements.

Dr. Meyers explained that the Health Advisory Committee and Chef Rafi Teherian have created a healthy recipe to enter into the "Recipes for Healthy Kids National Competition." They served the dish to the student government at Baldwin and will be offering it to the entire Baldwin student body on December 16 as a menu choice for lunch that day. Additionally, Dr. Meyers invited Board members to Baldwin at 1

p.m. on December 16 to taste the recipe. Guilford's recipe will be entered into a national competition sponsored by First Lady Michelle Obama in an effort to encourage school districts and communities to focus on nutrition. The winning districts will receive \$10,000.

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

Diane Stockmann of the Food Service Department stated that the Food Service employees want to continue to be a part of the process of evaluating their department including working with Dr. Forcella and the Rochelle Group. She stated that the group wants to continue to communicate with Board of Education members, be present at their meetings, and stay involved with the Health Advisory Committee.

Ms. Stockmann stated that the Food Service employees look forward to moving forward with recommended changes. She also stated that the group looks forward to working with the Board on the "Recipes for Healthy Kids Challenge."

5. Communications

Mrs. Renner reported that she received a communications from the Guilford Youth Basketball League regarding the use of the school facilities and associated costs. Dr. Forcella explained that the fees associated with the use of the school facilities are to cover the cost to have the facility open. He noted that there are no fees for using the gyms during the week as there are already custodians working. The fees charged on weekends are to cover the cost to have custodians in the facilities.

Dr. Forcella noted that he has met with the GYBL and had discussions about the possibility of changing schedules and reallocating custodians but stated that at this time this is not feasible. He also noted that the GYBL has been very supportive of the schools including donating equipment.

6. Student Representatives

None

7. Superintendent's Report

7.1 Guilford High School Statewide Recognition

Dr. Forcella explained that ConnCan, a respected education advocacy and research group, researches and ranks school districts statewide in a variety of categories. In their recently released Annual School Report Card, one of their categories was Overall Student Performance among high schools statewide based on the average percentage of students meeting state goals across all subjects on CAPT tests. Dr. Forcella noted that Guilford ranked 8th in the State in 2010 among other top schools who are primarily in DRG A. (Guilford is in DRG B).

Dr. Forcella noted that he credits much of the increases in performance to the Board-supported professional development in the district focused on changing the culture. He explained that staff in grades K -12 are working with students to use their minds well.

Chairman Bloss noted that both Baldwin and Adams Middle School students ranked high on achievement tests in the State in 2010 as well. He stated that Guilford continues to perform at higher levels than many districts with higher per student spending.

7.2 SRBI Update

Dr. Forcella explained that intervention for all kids is supported in classrooms as a measure to improve education for all students. He distributed SRBI (Scientific Research-Based Intervention) handbooks to the Board members and suggested a future Board workshop on the subject.

Dr. Meyers suggested that the SRBI handbook be posted online for parents to reference.

Dr. Moore asked if the district also addresses interventions for children who need more challenge in the classroom. Dr. Forcella responded that the district's focus is on outstanding instruction for all students.

7.3 Principles of Learning – Socializing Intelligence

Dr. Forcella explained that the district is in the second year of Learning Walks and that it has been rewarding to see the occurrences of common language in the classroom and the positive results of professional development district-wide.

Dr. Keene presented one of the nine Principles of Learning, “Socializing Intelligence” to the Board. She explained that Socializing Intelligence is working together to get smarter. She stated that intelligence is much more than an innate ability to think quickly and stockpile bits of knowledge. Intelligence is a set of problem-solving and reasoning capabilities along with the habits of mind that lead one to use those capabilities regularly. She explained that intelligent habits of mind are learned through daily expectations placed on the learner.

Dr. Keene noted specific examples of Socializing Intelligence in our district including students explaining multiple solution paths to mathematics problems, students reading and discussing books in Literature Circles, and teachers using “Questioning the Author” and “Text Talk” to get to deep meaning.

Dr. Meyers noted that it is remarkable that in a relatively short period of time professionals are changing their way of teaching.

8. Board Agenda

8.2 APPROVE Donation of \$2116.00 from the Baseball Booster Group for the Purchase of Jerseys (exhibit)

Upon a motion made by Mrs. Dudley and seconded by Mrs. Beeman, the Board voted unanimously to approve the donation of \$2116.00 from the Baseball Booster Group for the purchase of jerseys for home and away games.

8.6 RECEIVE for POSSIBLE ACTION: Ratification of Contract with the Guilford Education Association

Chairman Bloss explained that Board members Mrs. Renner, Mr. Zuse, Dr. Meyers, Mr. Bishop and himself served on the negotiating committee for the Board and engaged in interest-based bargaining with the Guilford Education Association to work toward a contract.

He explained that the process was submitted to binding arbitration to determine an agreement with a hearing scheduled, but prior to the hearing Joe Dubin of the Federal Mediation and Conciliation Service was able to mediate an agreement between the two parties during one final meeting.

Chairman Bloss outlined the main terms of the three-year contract as follows:

- Year 1 (2011-12) - 0.90% General wage increase
- Year 2 (2012-13) - Step increase and 0.50% for those teachers at top step

- Year 3 (2013-14) - Step increase and 0.50% for those teachers at top step
- For teachers not at the top step there will be a 2.54% increase in Year 2 and a 2.22% increase in Year 3.
- There will be no general wage increase during years 2 and 3 of the contract.

The total increase for the 3-year contract is 6.14%.

Premium cost share (co-pay) increase in years 2 & 3 of 1% (16%, 17%, 18%).

Chairman Bloss noted the negotiated contracts from area districts including Avon (DRG B) - 6.32% for 3 years, Milford (DRG D) - 6.4%, and Trumbull (DRG B) - 6.2%. He noted that Guilford is within the range of other comparable towns.

Mr. Bishop summarized the goals of the GEA and the Board of Education and stated his belief that both groups have met their objectives.

Chairman Bloss expressed his appreciation to the teachers of their understanding of the current economic conditions and commitment to working together to achieve a contract.

Upon a motion made by Mr. Bishop and seconded by Mrs. Renner, the Board voted unanimously in favor of ratifying the contract with the Guilford Education Association.

8.1 APPROVE Donation of Cello Valued at \$4,000.00 from a Private Individual to the Adams Middle School Orchestra (exhibit)

Upon a motion made by Mrs. Beeman and seconded by Mrs. Dudley, the Board voted unanimously to approve the donation of a cello valued at \$4,000.00 from a private individual to the Adams Middle School Orchestra.

8.3 RECEIVE for POSSIBLE ACTION: Septic Field Maintenance Bid (exhibit)

Upon a motion made by Dr. Meyers and seconded by Mr. Bishop, the Board voted unanimously to approve the bid from A & W Sanitation in the amount of \$12,177.66 for Guilford High School, \$3,080.00 for Baldwin Middle School, and \$7,888.80 for Melissa Jones School for the maintenance of the septic fields.

8.4 ACT ON: Recommendation from Policy Subcommittee: Cyberbullying Policy (exhibit)

Upon a motion made by Mrs. Dudley and seconded by Mrs. Beeman, the Board voted unanimously to approve the Cyberbullying Policy as recommended by the Policy Subcommittee.

8.7 Report on CABE/CAPSS Convention

Mrs. Dudley summarized her experience at the CABE/CAPSS Convention. She noted that key areas addressed included teacher/administrator evaluations, fully funded state mandates and the idea of co-chairs for Boards of Education. She explained that CABE will lobby for those ideas that are important to the group.

Mrs. Dudley reviewed key speakers at the convention including NSBA President Earl Rickman and Jamie Vollmer, author of "Schools Cannot Do It Alone." Mrs. Dudley recommended that Board members read the book and consider discussing it at a workshop meeting.

Mrs. Dudley reported that the Lighthouse Project was also discussed at one of the workshops she attended as well as using social networking sites to improve school communications.

8.8 DISCUSS Status of GHS Project

Chairman Bloss noted that a meeting is scheduled for Wednesday, December 15 to discuss the high school project. Dr. Forcella added that the architectural firm Tai Soo Kim will be at the meeting for preliminary discussions with the Board.

9. Unfinished Business

None

10. Reports of Committees

10.1 Policy Subcommittee

Mrs. Dudley noted that the next Policy Subcommittee meeting will be February 28, 2011.

10.2 Facilities Subcommittee

Mr. Zuse reported that building walk throughs have been reviewed using online software. Capital project needs for 2011-2012 have been discussed and total approximately \$5 million.

10.3 Finance Subcommittee

Dr. Meyers explained that Dr. Forcella has renegotiated an electrical contract whereby the Board will realize a savings of \$80,000/year beginning July 1, 2011.

10.4 Liaisons to Town Committees

Dr. Meyers explained that TEAM Guilford and the students involved in the Asset Survey results are planning to meet with local pediatricians on January 27 at 7 p.m. in the Town Library to discuss the results of the survey and ways to build positive assets.

Mrs. Dudley noted that LEARN is developing a statewide calendar that all districts can contribute to which should be a valuable tool.

11. Public Questions (four minute limit)

None

12. New Business

None

Upon a motion made by Mr. Zuse 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