

**GUILFORD BOARD OF EDUCATION MEETING
MONDAY, MARCH 8, 2010
GUILFORD HIGH SCHOOL LIBRARY, GUILFORD, CT**

1. Call to Order

Chairperson Bill Bloss called the meeting to order at 7:47 p.m. Board members present were Bill Bloss, Keith Bishop, Barbara Dudley, John Ireland, Alan Meyers, Chris Moore, Susan Renner, and Ted Zuse.

Administrators present were Tom Forcella, Anne Keene, Nancy Bishop, and Rick Misenti. Also present was Accounting Manager Linda Trudeau and Director of Operations Cliff Gurnham.

2. Action on Minutes of:

- 2.1 February 1, 2010 (Special Meeting)**
- 2.2 February 8, 2010 (Policy Subcommittee)**
- 2.3 February 8, 2010 (Finance Subcommittee)**
- 2.4 February 8, 2010 (Regular Meeting)**
- 2.5 February 9, 2010 (Facilities Subcommittee)**
- 2.6 February 22, 2010 (Workshop Meeting)**
- 2.7 February 22, 2010 (Facilities Subcommittee)**

Upon a motion made by Mrs. Dudley and seconded by Dr. Meyers, the Board voted unanimously in favor of approving the minutes of February 1, 2010 (Special Meeting) February 8, 2010 (Policy Subcommittee), February 8, 2010 (Finance Subcommittee), February 8, 2010 (Regular Meeting), February 9, 2010 (Facilities Subcommittee), February 22, 2010 (Workshop Meeting), and February 22, 2010 (Facilities Subcommittee) with one correction to the February 8, 2010, meeting minutes. Mr. Zuse statement under Item 8.3 that reads “Mr. Zuse asked about the public’s accessibility to the Board of Education’s workshop meeting as they are not publicized,” should be changed to “Mr. Zuse asked . . . as they are not televised.”

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

Upon a motion made by Dr. Meyers and seconded by Mrs. Renner, the Board voted unanimously in favor of approving the expenditures for the month of February as presented by Dr. Meyers.

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

None

5. Communications

Mr. Zuse stated that he received an inquiry regarding the availability of summer courses offered by Guilford Public Schools for students interested in accelerating their math studies.

Dr. Forcella responded that courses to accelerate studies are not currently offered during the summer.

Mrs. Dudley reported receiving an email regarding school start times as they relate to sleep requirements for students.

Dr. Moore asked if there has been any further consideration to Guilford schools participating in the Race to the Top program.

Dr. Forcella stated that he does not believe the degree of funding will change from the State but he will investigate any opportunity to participate in the second round of funding.

6. Student Representatives

The student representatives reported on CAPT testing, the Senior Breakfast, a SADD fundraiser, GHS concerts, a National Honor Society fundraiser for Haiti, and the Guilford High School Theatre Arts participation in the Connecticut Drama Festival.

The students asked Dr. Forcella and Dr. Keene to comment on the recent presentations of the senior Capstone projects. Dr. Forcella noted that the work of the seniors was at a high level. Dr. Keene stated that she was impressed with the mentors who supported the students.

Dr. Keene explained that three projects were presented in the areas of architecture, music production and education.

Dr. Forcella suggested that written documentation should accompany future Capstone projects.

7. Superintendent's Report

7.1 Acknowledge Donation from Comcast to Guilford Lakes School (exhibit)

Dr. Forcella acknowledged a donation of \$400 from Comcast to support the "How Welcoming is Your School?" program.

7.2 Acknowledge Donation from the Lioness Club to the GHS Sign Language Club (exhibit)

Dr. Forcella acknowledged the donation of \$500 from the Lioness Club to the GHS Sign Language Club.

7.3 Acknowledge Donations to GHS Theatre Arts Program (exhibit)

Dr. Forcella acknowledged the following donations to the GHS Theatre Arts program: \$250 from the St. Andrew Society of Connecticut/Scottish Heritage Society; \$500 from Brown's Boatyard; \$50 from Pasta Avest; \$50 from Provident Holdings; and \$300 from a private individual for the groups' trip to Scotland.

7.4 New Student Race/Ethnicity Reporting Requirements

Dr. Forcella explained that updated information on race and ethnicity is required by the U.S. Department of Education on all students. All parents and guardians have received information and a questionnaire to be returned to their students' schools.

8. Board Agenda

8.1 ACT ON Personnel Item (exhibit)

Upon a motion made by Mrs. Dudley and seconded by Dr. Meyers, the Board voted unanimously to ratify the resignation of Carole Sisko, Grade 2 teacher at Melissa Jones Elementary School effective August 31, 2010.

8.2 ACT ON Non-renewal of Non-tenured Teachers

Dr. Forcella explained that the school system is required to notify teachers of possible non-renewals of their contracts. He stated that once the budget passes, letters rescinding the non-renewals will be issued to those professional staff.

Upon a motion made by Mr. Bishop and seconded by Dr. Meyers, the Board voted unanimously to approve the non-renewal of non-tenured teachers as presented.

8.3 ACT ON Textbook Recommendation: Geometry (exhibit)

Upon a motion made by Dr. Meyers and seconded by Mrs. Dudley, the Board voted unanimously to approve the adoption of the Geometry textbook as recommended by the selection committee.

8.4 APPROVE Donation from Harold's Formal Wear to the GHS Theatre Arts Program (exhibit)

GHS Theatre Arts Coordinator Jim Motes explained that Harold's Formal Wear donated gowns and accessories valued at \$47,850. He explained that representatives from the GHSTA were invited to go to the store and makes selections from their rental wear. The gowns will be used for theatre production and will also be available for prom dresses to residents of the ABC House, which is also where the garments will be stored.

Upon a motion made by Mrs. Dudley and seconded by Dr. Meyers, the Board voted unanimously to approve the donation from Harold's Formal Wear to the GHS Theatre Arts Program valued at approximately \$47,850.

8.5 APPROVE Donation from Private Individual to the GHS Theatre Arts Program (exhibit)

Upon a motion made by Mr. Ireland and seconded by Dr. Moore, the Board voted unanimously to approve the donation of \$1,000 from a private individual to the GHS Theatre Arts program for the trip to Scotland.

8.6 APPROVE Donation from the Sideliners to the GHS Athletic Department (exhibit)

Athletic Director Chip Dorwin explained that proceeds from an annual golf tournament sponsored by the Sideliners will go toward the purchase of a PA system at Kavanaugh Field, a fitness center rack system, and a new volleyball net system.

Upon a motion made by Dr. Meyers and seconded by Mrs. Dudley, the Board voted unanimously to approve a donation of \$3,000 from the Sideliners to the GHS Athletic Department.

8.7 ACT ON Construction Documents for the Bid for the Guilford Lakes School Roof Project and the Filing of the ED-042 for Local Plan Review

GPS Operations Director Cliff Gurnham reviewed the reasons why a new roof is needed at Guilford Lakes School including several leaks and deterioration.

Upon a motion made by Mr. Ireland and seconded by Mr. Zuse, the Board voted unanimously to approve the construction documents for the bid for the Guilford Lakes School Roof Project and the filing of the ED-042 for Local Plan Review.

8.8 ACT ON Approving the OPM Grant (\$89,621.00) for Three Energy Projects at Guilford High School, Adams Middle School and Baldwin Middle School (exhibit)

Mr. Gurnham explained that the combined total cost for the projects is \$155,871.14. After the OPM Grant reimbursement and other incentives, the total cost to the BOE will be \$11,156.23.

Mr. Gurnham explained the three projects. First is a Solar Thermal Hot Water project at Adams that will provide 80% of the hot water needs for the school. Projected annual savings is \$1,068.27. The second project is a Lighting Retrofit and Refrigeration Controls project for GHS and Adams Middle School. The projected annual savings from this project is \$28,380.63 The third project is a Boiler Control System Project for Baldwin and Adams Middle Schools with a projected annual savings of \$19,022.40.

Upon a motion made by Mr. Zuse and seconded by Mrs. Dudley, the Board voted unanimously to approve the OPM Grant in the amount of \$89,621 for three energy projects at Guilford High School, Adams Middle School and Baldwin Middle School.

8.9 ACT ON Ratification of Nurses Contract

Dr. Meyers reported that through the mediation process, the nurses approved a three-year contract. He stated that the salary increase for the first year is 2%, year two is 2% and year three is 2.25%. He also noted that the nurses' contribution to medical insurance is currently 13% and

will increase each year over the term of the contract. He also stated that the workday will increase from 6.75 hours to 7 hours each day.

Dr. Meyers commented that the nurses perform a very important function in our district for both students and staff.

Mrs. Renner asked if the Board members typically see a bargaining unit's contract prior to voting on it.

Mr. Bishop and Dr. Forcella stated that Board members rely on the representatives from the Board's negotiating committee to represent the Board in the process.

Mr. Zuse asked that contracts be received by Board members in advance of the meeting when action is scheduled.

The Board agreed that it was not necessary to delay action on the nurses contract for Board members who did not serve on the negotiating team to review the contract.

Upon a motion made by Dr. Meyers and seconded by Mrs. Dudley, the Board voted unanimously to ratify the Nurses Contract.

8.10 RECEIVE Recommendations from Policy Subcommittee:

8.10.1 Policy 5422: Student Health Services (exhibit)

Mrs. Dudley noted that the Policy Subcommittee is recommending combining 8 separate policies into one under Policy 5422.

8.10.2 Policy 5222: Student Records – Confidentiality (exhibit)

8.10.3 Regulation 5222: Student Records – Confidentiality (exhibit)

Chairman Bloss noted that the recommendations for Policy and Regulation 5222 are to align them with the Family Educational Rights and Privacy Act (FERPA) and the Patriots Act.

Dr. Meyers suggested that FERPA be spelled out throughout the policy so that readers will understand the acronym.

8.10.4 Policy TBA: Sexual Offenders on School Property (exhibit)

Chairman Bloss explained that under State Law the Chief of Police must notify the Superintendent of any registered sex offenders in the community who may go on school property. He explained that the proposed new policy will address the reasonable actions to be taken by the appropriate school personnel with regard to three different classifications of sexual offenders; parent/guardian, student, and nonparent/non guardian.

9. Unfinished Business

Mr. Zuse asked about the update requested on the spelling program for this month's meeting. Dr. Forcella stated that he asked that this update be held until the April 5, 2010, meeting.

Mr. Zuse asked for an explanation of the signage at Baldwin Middle School that prohibits bike riding. Chairman Bloss responded that he has seen the signs by the front door of the school and interprets them to mean that there should be no bike riding on the sidewalks.

10. Reports of Committees

10.1 Policy Subcommittee

Mrs. Dudley stated that the Policy Subcommittee will be reviewing and discussing policies related to interscholastic sports and social networking online.

10.2 Facilities Subcommittee

Mr. Ireland noted that the Selection Committee for the RFQ process for designs for a new high school has met twice. 13 bids have been received and the review process will begin on March 9.

10.3 Finance Subcommittee

Chairman Bloss noted that the Board of Finance voted to unanimously accept the Board of Education's 2010-11 proposed Budget as presented.

10.4 Liaisons to Town Committees

Mr. Bishop noted that the Conservation and Development Committee is holding open meetings on March 31 and April 29 for public input.

Chairman Bloss noted that during the Special Meeting of the Facilities Subcommittee, two projects were voted on to move forward to the Board of Finance as potential bond projects. Mr. Ireland summarized the first project as a request for \$57,500 to address air conditioning and humidity problems at Baldwin Middle School. The second request will be for \$190,000 to remove the oil tank at Melissa Jones and replace it with a geothermal system that would generate a payback to the school system.

11. Public Questions

None

12. New Business

Mr. Zuse asked that an agenda item be added to a workshop meeting this spring to discuss the process for evaluating administrators and teachers. Dr. Forcella commented that the spring workshop schedule has been set but he will look into the possibility of having two topics for one of the spring workshops.

Following a discussion of upcoming agenda items, Chairman Bloss suggested that this discussion take place during a summer meeting in advance of the upcoming teacher contract negotiations.

Mr. Bishop noted that much information is available in conjunction with Race to the Top regarding Boards of Education and the guidelines regarding teacher evaluations.

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

Respectfully submitted by:

Lorri Hahn
Clerk to the Board of Education