

GUILFORD BOARD OF EDUCATION MEETING
MONDAY, August 8, 2011
GUILFORD HIGH SCHOOL LIBRARY, GUILFORD, CT

1. **Call to Order**

Chairperson Bill Bloss called the meeting to order at 8:50 p.m. Board members present were Mary Beeman, Keith Bishop, Bill Bloss, John Ireland, Alan Meyers, Barbara Dudley, Susan Renner and Ted Zuse. Administrators present were Anne Keene, Anne Snurkowski, Rick Misenti, Marc Guarino, Catherine Walker, Michael Biddle, Jacob Jarvis, Vince Agostine, Paula McCarthy, Kim Vigliotti. Also present were Joe Mazza, First Selectman, Matt Hoey and Lou Federicci, Board of Finance, and Accounting Manager Linda Trudeau

2. **Action on Minutes of:**

2.1 July 9, 2011 (Special Meeting-Executive Session)

2.2 July 11, 2011 (Regular Meeting)

2.3 July 14, 2011 (Special Meeting-Executive Session)

2.4 July, 25 2011 (Special Meeting-Executive Session)

2.5 July, 29 2011 (Special Meeting-Executive Session)

A correction was made to the minutes of the regular meeting of July 11, 2011 as follows:

Page 3, Item 8.2, second paragraph, at end of paragraph add, "A committee of teachers will be formed in 2011-2012 to further study the possibility of creating an appropriate physics course in grade 9 for students who have requisite math skills."

Upon a motion made by Mrs. Renner, and seconded by Mrs. Dudley, the Board voted unanimously to approve the minutes of July 9, 2011 (Special Meeting-Executive Session), July 11, 2011 (Regular Meeting) as corrected, July 14, 2011 (Special Meeting-Executive Session), July 25, 2011 (Special Meeting-Executive Session), and July 29, 2011 (Special Meeting-Executive Session).

3. **Review and Approval of Expenditures for the Month of June.**

Dr. Meyers reported that there is an unexpended balance of \$72,735.13 for FY 2010-11 which will be returned to the Town.

Upon a motion made by Mrs. Beeman, and seconded by Mrs. Dudley, the Board voted unanimously to approve the financial report for FY 2010-2011 as presented by Dr. Meyers.

Dr. Meyers reviewed the July Financial Reports noting that expenditures and encumbrances through the end of July are at 3.73%.

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

4. **Public Forum for Topics on Board Agenda Only.**

None.

5. **Communications.**

None

6. **Student Representatives.**

No report.

7. **Superintendent's Report.**

Chairman Bloss reported that the offer made to Dr. Freeman to serve as Superintendent of Schools has been accepted. He thanked Dr. Keene for her assistance during this time of transition.

7.1 **Update on Summer Facility Projects.**

Dr. Keene noted that Board members have been provided with a list of the facility projects sorted by school and updated to August 2, 2011.

7.2 **CMT/CAPT Update.**

Dr. Keene reported a draft copy of the CMT/CAPT report was distributed to Board members and will be addressed at the next BOE meeting to provide members with time for review. She suggested that when reviewing the results, Board members look at growth and improvement over time and what is reasonable compared to growth in the DRG and the State.

8. **Board Agenda.**

8.1 **ACT ON Personnel Items.**

Upon a motion made by Mrs. Beeman, and seconded by Mr. Ireland, the Board voted unanimously to accept the resignation of Donald Johnson, Grade 2 teacher at Jones Elementary School, effective August 31, 2011.

Upon a motion made by Mrs. Dudley, and seconded by Mrs. Beeman, the Board voted unanimously to accept the appointment of Kimberly Vigliotti as Dean Of Students at Guilford High School effective September 1, 2011.

Upon a motion made by Mrs. Renner, and seconded by Mrs. Dudley, the Board voted unanimously to accept the appointment of Phillip Day, Language Arts teacher at Adams Middle School; Megan Caorossi, Mathematics teacher at Adams Middle School; and Dean Cornelio, Guidance Counselor at Guilford High School, effective September 1, 2011.

8.2 ACT ON Textbook Recommendation: Algebra 2.

Upon a motion made by Mr. Bishop, and seconded by Mr. Zuse, the Board voted unanimously to approve the Algebra 2 textbook as recommended by the Selection Committee.

In response to a question by Mrs. Renner, Dr. Keene noted that the cost includes the license for the web version of the book which will provide a password for web access.

8.3 ACT ON Authorizing Interim Superintendent to Sign ED-099 Agreement for Child Nutrition Programs.

Upon a motion made by Mr. Ireland, and seconded by Dr. Meyers, the Board voted unanimously to authorize Interim Superintendent Keene to sign the ED-099 Agreement for the Child Nutrition Program.

8.4 ACT ON Budget Transfers for 2010-11.

Upon a motion made by Dr. Meyers, and seconded by Mr. Bishop, the Board voted unanimously to approve the transfer of \$16,000 from Tuition and \$10,000 from Transportation, for a total of \$26,000 to Purchased Services.

8.5 DISCUSS for POSSIBLE ACTION: Special Education Services Review Bid.

Upon a motion made by Mrs. Renner, and seconded by Dr. Meyers, the Board voted unanimously to award the bid for the Special Education Audit to Futures Education for \$28,500.

Dr. Keene noted that the audit will include interviews, on-site work and surveys with a scheduled completion date and presentation to the Board in December. Recommendations from the audit may have an impact on 2012-2013 budget preparation.

8.6 RECEIVE for POSSIBLE ACTION: Special Education Transportation Bid.

Mrs. Trudeau reviewed the bid process for special education transportation noting that there were five successful bids for 25 runs. Based on the results, awarding the bid to the low bidder could provide a potential savings of \$50,000. The low bidder may coordinate Guilford and Madison runs to try to lower the cost further. STA has an option to provide these runs for the same price as the low bid per the contractual agreement between Guilford Public Schools and STA.

Upon a motion made by Mrs. Beeman, and seconded by Mrs. Dudley, the Board voted unanimously to award the bid for Special Education Transportation to the low bidder subject to receiving additional information from STA.

8.7 RECEIVE for POSSIBLE ACTION: Custodial Supplies Bid.

Upon a motion made by Mr. Bishop, and seconded by Mrs. Beeman, the Board voted unanimously to award the bid for custodial supplies to the low bidder.

8.8 APPOINT BOE Member as Liaison to the GHS Building Committee.

Mrs. Beeman recommended that Mr. Ireland be appointed as Board of Education liaison to the Guilford High School Building Committee.

Upon a motion made by Mrs. Beeman, and seconded by Mr. Zuse, the Board voted unanimously to appoint John Ireland as the Board of Education liaison to the Guilford High School Building Committee.

8.9 RECEIVE for POSSIBLE ACTION: Ratification of Clerical and Paraprofessional Contract Agreement.

Chairman Bloss noted that the Ratification of the Clerical and Paraprofessional Contract Agreement will be considered at the September meeting.

8.10 RECEIVE for POSSIBLE ACTION: Ratification of Custodial Contract Agreement.

Chairman Bloss noted that the Ratification of the Custodial Contract Agreement will be considered at the September meeting.

8.11 RECEIVE for POSSIBLE ACTION: Recommendation from Policy Subcommittee for Revisions to:

8.11.1 Policy 5005: Bullying Behavior in the Schools.

8.11.2 Regulation 5005: Bullying Behavior in the Schools.

Upon a motion made by Mrs. Beeman, and seconded by Mr. Ireland, the Board voted unanimously to approve revisions to Policy 5005: Bullying Behavior in the Schools and Regulation 5005: Bullying Behavior in the Schools, as recommended by the Policy Subcommittee.

9. Unfinished Business.

Mr. Zuse questioned if there had been some resolution of the issues raised about the extended school year program by parents at the July meeting.

Dr. Keene noted that she had met with some parents and agreed to look into resolving their concerns. The program ended last Friday and she will report back to the Board when she has additional information.

10. Reports of Committees.

10.1 Policy Subcommittee. No report.

10.2 **Facilities Subcommittee.** Mr. Ireland noted that there has been discussion regarding a software program to track the various building projects.

Mr. Ireland noted that the Standing Building Committee has approved a recommendation to move forward with a proposal from Commercial Assessment to conduct an updated Needs Assessment at Adams Middle School. The organization will review any outstanding projects and long-term life cycle projects. If this review works well, it could be considered for other schools in the future. Mr. Ireland noted that the Energy Committee is active in Regional Energy Audits and looking at building management and ventilation control issues.

Mr. Ireland reviewed the building projects currently in process. The Standing Building Committee is planning a meeting with the First Selectman and Chairmen of the Board of Finance and Board of Education to discuss the process for moving forward with facility projects.

10.3 **Finance Committee.** Mrs. Trudeau reviewed Finance Committee items.

10.4 **Liaison to Town Committees.** Mrs. Beeman noted that the Guilford High School Building Committee has been meeting weekly on Tuesdays at 7:00 p.m. at the Town Hall. She reported that the RFQ is out and the RFP for the architect is in process. The Committee has a good mix of people from different areas, and Scott Pinckney serves as Committee Chairman. Most meetings will have a public forum, so she invited all interested parties to attend.

Mrs. Beeman reported that she and Mr. Bishop had met with Father Shanley from St. George's Church regarding the possibility of providing bus service for residents who attend Our Lady of Mercy School. By state statutes, the Town can choose to provide this service, but it is not required. They advised Father Shanley that, because the FY 2011-12 budget is set, the Town would not be able to accommodate the request this year, but it could be discussed by the full Board of Education for consideration in the future.

Mr. Zuse expressed concern that two board members made the decision. Chairman Bloss explained that because this request was a budget issue and the Board of Education has already voted on the budget, this item could only be considered in next year's budget discussion. He noted that the letter to Father Shanley advising him that the FY 2011-12 budget is set will come from Dr. Keene.

Dr. Meyers suggested that it would be appropriate to have a presentation on this request made to the Finance sub-Committee next year.

11. **Public Questions.**

Kim Beckett thanked Dr. Keene for meeting with the parents of special education children. She then expressed concern with the process of evaluating the Extended School Year program. One issue of concern to her was that there was no speech pathologist available for the first week of the program.

Mrs. Beckett also expressed concern with buses being late during ESY; she questioned if this issue was addressed in the bid for transportation services for special education. Mrs. Trudeau clarified that the bid discussed in Item 8.6 above was for out-of-district bus transportation. She noted that problems with chronically late busses for in-district transportation should be addressed to Nils Peterson, Transportation Director. Mr. Bishop noted that the school principal should also be made aware of any chronically late bus issues.

Marlene Bodnar requested that information on Kimberly Vigliotti's credentials as Dean of Students could be made available for review. Dr. Keene agreed to ask Mrs. Vigliotti if she could make a summary of her credentials available.

Mrs. Bodnar requested that appropriate ways be instituted to insure that parents be informed of and involved with the activities of the Special Education Services Review process.

Mrs. Bodnar requested that someone take the time to remain in contact with parents to insure that they are satisfied with the transportation provided for out-placements. Mrs. Trudeau noted that Pupil Services should be contacted with issues related to bus transportation for out-of-district placements.

12. **New business.**

No items were discussed.

13. **Executive Session.**

There was no executive session.

Upon a motion made by Mr. Zuse and seconded by Mrs. Beeman, the Board voted unanimously to adjourn the meeting at 10:45 p.m.

Respectfully submitted by:

Terry Holland-Buckley
Clerk to the Board of Education

