



Stratford Board of Education

STRATFORD BOARD OF EDUCATION – OFFICIAL MEETING MINUTES

Meeting Date:
October 23, 2017

Meeting Location: Board Room / Admin. Ctr.
1000 East Broadway, Stratford, CT 06615

Approved: **DRAFT**

**Recorded By: Teresa Lycoudes/
Secretary to the Board of Education**

1 ATTENDANCE

Name	Title	Location	Present
James Feehan	Board Chair		N
Leonard Petruccelli	Board Vice Chair		Y
Theresa Sheehy	Board Secretary		N
Chris Barnaby	Board Member		Y
Maria Buturla	Board Member		N
Susan Lance	Board Member		Y
Eric Lazaro	Board Member		Y
Dr. Janet Robinson	Superintendent	Central Office	Y
Clarence Zachery	Chief Operating Officer	Central Office	Y
Linda Gejda	Asst. Superintendent	Central Office	Y
Teresa Lycoudes	Recorder / Board Secretary	Central Office	Y
Jack Dellapiano	SAA Representative	SHS Principal	Y
Mike Fiorello, Kristin Record,	SEA Representatives	SHS, BHS - Instructors	Y
Vinnie Fagella Bob DeLorenzo	Board Candidates		Y
Lou Spetrino	Videographer		Y
Press	Stratford Star NBC News		Y

2 MEETING LOCATION

Building: Administration Center / Board Room – 1000 East Broadway

3 MEETING START

Meeting Scheduled to Start: 7:15 PM

Actual Start Time: 7:17 PM

4 **AGENDA** –

- **Opening Remarks by Chair** – Board Vice Chair (Len Petruccelli – sitting in for Board Chair, Jim Feehan) opened the October 23, 2017 Board of Education meeting (held in the Board Room / Administration Center – 1000 East Broadway, Stratford CT) at 7:17 PM.

The following Board members were absent:

Board Chair, Jim Feehan; Board Secretary(Official), Theresa Sheehy and Board member, Maria Buturla.

A quorum was confirmed. Mr. Petruccelli asked everyone to stand and join **Board Member, Susan Lance**, for the Invocation and Pledge of Allegiance.

- **Presentations** – Recognition for the following occurred.
 1. **Act of Heroism – Ryan Duffy (Stratford High School)** – A motion was made by Chris Barnaby; seconded by Eric Lazaro to take the agenda out of order and recognize Stratford High School student, Ryan Duffy for an act of heroism he recently displayed. Dr. Robinson presented the student with a certificate on behalf of Administration and the Stratford Board of Education.
 2. **Wilcoxson Elementary School (highlights) – Noelle Guerini, Principal and Pat Horan, Assistant Principal.**
- **Public Participation** – There were no public speakers:
- **Student Representatives Report** – The student representatives from Bunnell and Stratford High School were introduced and reported about the events taking place at each high school.
 1. **Bunnell High School – Hannah McLaughlin**
 2. **Stratford High School – Hannah Shimura**
- **Superintendent’s “Status of the Schools” Report** – Dr. Robinson reported about the following items:
 - **Students from Puerto Rico** – Dr. Robinson informed the gathering that students are entering Connecticut from Puerto Rico due to the devastation caused by the recent hurricane. She said Stratford has received two students so far but expects to welcome more. She said the schools and the Town Health Department along with Community Services

are partnering to help these students. The following will be provided:

- Winter Clothing
 - Backpacks
 - Health Services
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- **School Improvement Plans** – Dr. Robinson reported that she and Dr. Gejda have been busy meeting with principals to review their 2017-2018 School Improvement Plans. She commended the principals for the effort and care they are putting into the development of their plans.
 - **BHS Culinary Students** – Dr. Robinson said the BHS Culinary students under the direction of their new instructor, Brian Neumeyer, are doing some great things at Bunnell High School. They were recently featured in the CT Post. The article made the Monday newspaper, and the online article was printed and included with the Friday Weekly packet to the Board. The students are planning a luncheon for veterans taking place on November 9th.
 - **Candidate Forum** – A Candidate Forum will take place on Tuesday, October 24, 2017 at Bunnell High School auditorium. The forum is for candidates running for various Town offices (i.e. Board of Education, Town Council, Planning & Zoning, etc.). The event begins at 6:00 PM.
 - **Recognition for Assistant Principals and Principal of the Year** – The following staff members will be recognized by CAS (Connecticut Association of Schools) at an event scheduled for Thursday, October 26, 2017:
 - **Chris Koch** – Assistant Principal of the Year (High School level)
 - **Lori DiBlasi** – Assistant Principal of the Year (Elementary School level)
 - **Carla Armistead** – Principal of the Year
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- **Consent Agenda**
 - Mr. Petruccelli entertained a motion for the items contained in the **Consent Agenda** to be acted upon separately.
 - A motion was made by Mr. Lazaro; seconded by Mrs. Lance and carried unanimously.

1. Approval of Meeting Minutes (*Reference BOE Policy #9326*)
a) Minutes from the **September 25, 2017 (regular meeting)**

UPON A MOTION MADE BY MR. BARNABY; SECONDED BY MRS. LANCE, THE SEPTEMBER 25TH MINUTES WERE ACCEPTED AND APPROVED. THE MOTION CARRIED UNANIMOUSLY.

2. Personnel Document (Staff openings as of September 21, 2017) (*Reference BOE Policies*)

UPON A MOTION MADE BY MR. LAZARO; SECONDED BY MR. BARNABY, ITEM #2 – PERSONNEL DOCUMENT AND ITEM #3 – REQUEST FOR NEW STAFF POSITIONS WERE OPENED FOR DISCUSSION.

3. Request for new staff positions (SPED, Continuing Education) (*Reference BOE Policies*)

A brief conversation took place about the new positions requested. The following positions were proposed:

1. SPED Instructor
2. SPED Instructor / SAILS Program
3. Music Instructor / Cont’g Ed.
4. Art Instructor / Cont’g Ed.

Dr. Robinson stated that another instructor is necessary for the SAILS program at Bunnell High School due to enrollment and being in compliance of the program restrictions. She said the need for another SPED instructor is also necessary for the IEP process. The position would be shared between Lordship Elementary School and ELS. Dr. Robinson informed the group that the position for SAILS is grant funded through the IDEA grant.

Dr. Robinson continued by informing the gathering the rational for the positions requested by Continuing Education. She said they are necessary for credit recovery and are 50% funded by the State.

A MOTION WAS MADE BY MR. BARNABY; SECONDED BY MR. LAZARO TO ACCEPT AND APPROVE THE PERSONNEL DOCUMENT AND THE REQUEST FOR NEW STAFF POSITIONS FOR SPECIAL EDUCATION AND CONTINUING EDUCATION. THE MOTION CARRIED UNANIMOUSLY.

4. Overnight Trip Request to Nature’s Classroom (November 2017)
(**Wilcoxson Elementary School**)(*Reference BOE Policy 6153*)

A motion was made by Mr. Barnaby; seconded by Mrs. Lance to open Item #4 (Trip to Nature’s Classroom – Wilcoxson) for discussion.

Mrs. Lance stated the trip request to Nature's Classroom was presented to the Curriculum Committee on October 10, 2017. She said the committee, at that time, voted to suspend the policy guidelines for trips to be submitted at least 3-4 months in advance. Mrs. Lance said it is imperative that policy be followed in the future. Mr. Lazaro echoed Mrs. Lance.

A MOTION WAS MADE BY MRS. LANCE; SECONDED BY MR. LAZARO TO SUSPEND THE TRIP GUIDELINES. THE MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY MRS. LANCE; SECONDED BY MR. LAZARO TO APPROVE THE OVERNIGHT TRIP TO NATURE'S CLASSROOM FOR WILCOXSON ELEMENTARY SCHOOL. THE MOTION CARRIED UNANIMOUSLY.

5. Overnight Trip Request to Yale University Model U.N. Conference (January 2018)(Reference BOE Policy 6153)

Mrs. Lance informed the Board that the trip to Yale University to participate at the Model U.N. Conference is an annual overnight trip for Foreign Policy students at Stratford High School. This is approximately the 25th year for the trip. It offers an opportunity for Foreign Policy students to interact with other students from all over the world. Mrs. Lance added that next year, it is hopeful that BHS will have the opportunity to participate, as well.

A MOTION WAS MADE BY MRS. LANCE; SECONDED BY MR. LAZARO TO APPROVE THE OVERNIGHT TRIP REQUEST. THE MOTION CARRIED UNANIMOUSLY.

Items for Discussion / Action

- **Proposed: To reclassify courses at the high school level in content areas as College Prep, Honors and AP/ECE – Curriculum Committee**

A MOTION WAS MADE BY MRS. LANCE; SECONDED BY MR. LAZARO TO APPROVE THE RECLASSIFICATION OF COURSES AT THE HIGH SCHOOL LEVEL IN CONTENT AREAS AS COLLEGE PREP, HONORS, OR AP/ECE (forwarded by the Curriculum Committee with a favorable recommendation). THE MOTION CARRIED UNANIMOUSLY.

• **Tabled Items -**

- **Scholarship Opportunities for District Student Teachers / Minority Teacher recruitment**
- **Middle School Attendance Policy**
- **Magnet School**
- **Residency Verification (Grade 5)**

There was no discussion on tabled items.

▪ **Old Business for Information / Discussion**

- There was none.

▪ **New Business for Information / Discussion**

- **Healthy Food Certification** - Dr. Robinson reported that the State needed the vote (by the BOE in May 2017) to be revised to include the “Exemption Statement”.

Exemption Statement – The Board **will exclude** from certification food items that do not meet the Connecticut Nutritional Standards, provided that (1) such sale is sold in connection with an event occurring after the end of the regular school day or on the weekend; (2) such sale is at the location of the event and; (3) such food is not sold from a vending machine or school store. This will allow for the sale of foods that do not meet the certified food items at sporting events, concerts and plays.

Mr. Zachery added by including this statement, it allows us to be in compliance with the Healthy Food Certification statement.

A MOTION WAS MADE BY MR. BARNABY; SECONDED BY MRS. LANCE TO CERTIFY INCLUDING THE EXEMPTION STATEMENT (SEE ABOVE) FOR HEALTHY FOOD CERTIFICATION FOR SCHOOL YEAR 2017-2018. THE MOTION CARRIED UNANIMOUSLY.

▪ **Committee Reports**

- **Athletic Review** – Mrs. Lance reported the Athletic Review Committee did not meet during the month of October, but she is planning to have a meeting in November.
- **School Plant / Planning Committee** – The School Plant Planning Committee did not meet during the month of October.

- **Finance Committee** – The Finance Committee did not meet as there still is no budget. Mr. Petruccelli stated that once the state acts upon a set budget, the Finance Committee will meet for an update and to discuss.
 - **Curriculum Committee** – Mrs. Lance reported about the October 10, 2017 Curriculum Committee meeting (sitting in for Mrs. Sheehy and Mrs. Buturla).
- **Other Committees:**
 - **CABE** – There was nothing to report.
 - **CARE** – There was nothing to report.
 - **CES** – There was nothing to report.
 - **Town / BOE Liaison** – The Town / BOE Liaison committee did not meet during the month of October.
 - **Town Building Needs** – Mr. Petruccelli reported the Town / BOE Liaison Committee met on October 16, 2017. He briefly updated the gathering on the details from that meeting. (minutes from this meeting are posted on the Town of Stratford website).
 - **PTSA** – The PTSA Council did not meet during the month of October.
 - **Committee Appointments / Assignments** – There were no Committee appointments or assignments. Mr. Petruccelli mentioned the two vacancies remain on both the Finance Committee and the Curriculum Committee.
 - **Board Goals 2016-18** – The Board Goals will be reviewed at the next meeting.
 - **Good and Welfare** – The following items were reported:

Mr. Lazaro stated that he has had conversations with both teachers and parents regarding Teacher PLC days. He said the teachers were much appreciative for the opportunity to collaborate. He said some parents feel there are too many early dismissals and days off.

- **Upcoming Events** –
 1. **Friday, October 27 2017** – Early Dismissal (Teacher PLC)
 2. **Tuesday, November 7, 2017** – Election Day – Schools will be closed. Mr. Petruccelli asked that staff reporting

for professional development be mindful of the voters in regards to parking arrangements.

- **Executive Session – Pending Litigation** – Mr. Petruccelli entertained a motion to enter Executive Session. Mr. Barnaby made the motion to enter Executive Session to include all Board members present, Dr. Robinson and Mr. Zachery. The motion was seconded by Mr. Lazaro, and carried unanimously. The time was 8:13 PM.

At 8:20 PM, the meeting resumed in Public Session.

- **ADJOURNMENT**
 - The meeting adjourned at 8:20 PM upon a motion made by Mr. Barnaby; seconded by Mr. Lazaro, and carried unanimously.

The next regular monthly meeting of the Stratford Board of Education is scheduled for **Monday, November 27, 2017**. The meeting location will be the Board Room at the Administration Center (1000 East Broadway) and the meeting time will be 7:15 PM.

***Meeting recorded and
minutes transcribed by:***



**Teresa Lycoudes, Board Secretary &
Executive Assistant to the Superintendent**