



## Stratford Board of Education

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### STRATFORD BOARD OF EDUCATION – OFFICIAL MEETING MINUTES

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**Meeting Date:**  
December 17, 2018

**Meeting Location:** Stratford High School / Cafeteria  
245 King Street – Stratford CT

**APPROVED**

January 25, 2019 Meeting  
**Recorded By:** Teresa Lycoudes/  
Secretary to the Board of Education

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**1 ATTENDANCE**

<b>Name</b>	<b>Title</b>	<b>Location</b>	<b>Present</b>
Eric Lazaro	Board Chair		Y
Susan Lance	Board Vice Chair		Y
Maria Buturla	Board Secretary		N
Allison DelBene	Board Member		Y
Bob DeLorenzo	Board Member		Y
Vinny Faggella	Board Member		Y
Karen Rodia	Board Member		Y
Dr. Janet Robinson	Superintendent	Central Office	Y
Ron Melnik	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, Robin Julian	SEA Representatives	SHS, BHS & VSS - Instructors	Y
Lou Spetrino	Videographer		Y

**2 MEETING LOCATION**

- *Please visit the website at [www.stratfordk12.org](http://www.stratfordk12.org) to see the meeting video.*  
Building: Stratford High School (Cafeteria) – 245 King St. – Stratford CT 06615

**3 MEETING START**

Meeting Scheduled to Start: 7:15 PM  
Actual Start Time: 7:22 PM

**4 AGENDA –**

- **Opening Remarks by Chair** – The Board Chair (Eric Lazaro) opened the **December 17, 2018** Board of Education meeting (held in the Cafeteria at the new Stratford High School) at 7:22 PM. A Quorum was confirmed. Mr. Lazaro asked everyone to stand and join Board Member, Allison DelBene, in reciting the Invocation and Pledge of Allegiance.

- **Presentations** –the following occurred:
  1. **Recognition of Eric Conrad (Assistant Principal at Chapel Street Elementary School)** – Mr. Conrad was recognized by the Board and his peers for being selected as CT Assistant Principal of the Year by CAS (Connecticut Association of Schools). Mr. Conrad was appreciative of being recognized and graciously commended Dr. Robinson, Dr. Gejda and Dr. Armistead on being wonderful mentors.
- **Music Entertainment** – Provided by the SHS a Cappella group and SHS Jazz Ensemble and Select Choir. Each group performed two pieces.

The meeting recessed at 7:43PM for a Holiday Reception.

The meeting resumed at 8:07 PM.

- **Student Representatives Report** – The Student Representatives to the Board of Education from Bunnell and Stratford High School reported about the events happening at their school.
  1. **Bunnell High School – Holly Rosa**
  2. **Stratford High School – Cheree Wright**
- **Superintendent’s Executive Report** – Dr. Robinson reported about the following:
  - Opening of the new wing of Stratford High School (Nov. 26, 2018).
  - A “soft” Open House for the new SHS is scheduled for January 9<sup>th</sup> 4:00 PM to 7:00 PM. SHS students will be on hand to act as tour guides at the Open House.
  - Legislative Update – The annual SFCSA (Southern Fairfield County Superintendents Association) Legislative Breakfast took place at CES (Cooperative Educational Services) in Trumbull on December 7, 2018.
  - Re-Imagination – Students had the opportunity to talk about how their high school could be reimaged. Stratford students wanted more opportunities for the courses they would like to take.
  - Afterschool Care meeting.
  - Bushnell Center – Teacher of the Year Recognition. Dr. Robinson attended along with Stratford’s Teacher of the Year, Jenifer Mangiafico.
  - Happy Holidays to all.
- **Chief Operating Officer’s Report** – Mr. Melnik reported about the following items, and provided updates.
  - Financials, Enrollment, Transportation, etc.
  - Happy Holidays to all.

- **Public Participation** – There were no public speakers.
- **Consent Agenda**
  1. **Approval of Meeting Minutes** (*Reference BOE Policy #9326*)
    - a) Minutes from the *November 26, 2018 (regular meeting)*
  2. **Personnel Document** (Staff Assignments)
  3. **Budget Transfers over \$7500** – (There were none)
  4. **Overnight Trip Requests for** –
    - a) Second Hill Lane Nature’s Classroom
    - b) Nichols Elementary Nature’s Classroom
  5. **Grants Application for 2018-2019**
    - a) Consolidated Grant Title I and Title II
    - b) Title III and Title IV Grant

**A MOTION WAS MADE BY MR. FAGGELLA/ SECONDED BY MR. DELORENZO to accept the Consent Agenda in its entirety. There was no further discussion. THE MOTION CARRIED UNANIMOUSLY. (6-0)**

- **Items for Discussion / Action**

- **Proposed:** Policy #5141.21 Administering of Medication  
**A MOTION WAS MADE BY MRS. RODIA/ SECONDED BY MRS. LANCE IN FAVOR OF ADOPTING POLICY 5141.21. THE MOTION CARRIED UNANIMOUSLY. (6-0)**
- **Proposed:** Policy #5144.1 Physical Restraint, Seclusion and Exclusionary Time Out  
**A MOTION WAS MADE BY MRS. RODIA / SECONDED BY MRS. LANCE IN FAVOR OF ADOPTING POLICY 5144.1. THE MOTION CARRIED UNANIMOUSLY. (6-0)**
- **Proposed:** Minority / Multicultural Teacher Recruitment Plan for 2018-2019.  
**A MOTION WAS MADE BY MRS. RODIA / SECONDED BY MRS. DELBENE IN FAVOR OF ADOPTING THE MINORITY / MULTICULTURAL TEACHER RECRUITMENT PLAN FOR 2018-2019. THE MOTION CARRIED UNANIMOUSLY. (6-0)**
- **Proposed:** Approval of Educational Specifications regarding the following school projects – Chairmen’s Committee (with a favorable recommendation)
  1. Eli Whitney – Roof Replacement Project and Specifications for Roof Replacement project.
  2. Eli Whitney – Flooring Replacement Project & Specifications for Flooring Replacement Project.
  3. Franklin Elementary – Secure Vestibule Project.
  4. Wilcoxson Elementary – Secure Vestibule Project.

**A MOTION WAS MADE BY MRS. LANCE / SECONDED BY MR. DELORENZO TO APPROVE THE EDUCATIONAL SPECIFICATIONS FOR THE AFOREMENTIONED PROJECTS. THE MOTION CARRIED UNANIMOUSLY. (6-0)**

- **Tabled Items -**

- **Scholarship Opportunities for District Student Teachers / Minority Teacher recruitment**
- **Middle School Attendance Policy**
- **Residency Verification**

Mr. DeLorenzo made a motion to take the Residency Verification item off the table for discussion. Motion seconded by Mr. Faggella.

Mr. DeLorenzo stated that he would like to hear more about the residency process and have Mr. Imbro report to the Board on a monthly or quarterly basis. Dr. Robinson informed Mr. DeLorenzo and the public that residency is established when families register in the district. A lease, mortgage statement, utility bill in their name, etc. is required upon registration. If a suspicion arises, it is brought to the attention of the district residency officer, Mr. Imbro. Upon investigation, if residency cannot be established, a letter will be sent to the family informing the family that the student will be removed and informing them of their right to request a residency hearing before the Board. Dr. Robinson said some residency information will be made available to the Board members in this week's "pony".

- **Old Business for Information / Discussion**

- There was none.

- **New Business for Information / Discussion**

- There was none.

- **Committee Reports**

- **Athletic Review** – Mr. DeLorenzo informed the gathering that Athletic Review met on November 29, 2018. Both Athletic Directors attended the meeting and reported on their respective schools. Mr. DeLorenzo said a brief conversation was also held centering around the current concerns regarding student vaping, etc.
- **School Plant / Planning Committee** – Mr. Faggella said he hopes to schedule a meeting in the near future.
- **Finance Committee** – The Finance Committee met prior to the Board meeting. Mrs. Lance said the Committee discussed the enrollment report and determined that a clearer definition will be made regarding expelled students. She informed the gathering that there was an excess of funds left from the 2017-2018 school year and the Blum Shapiro Auditing Firm will be presenting to the Town Council at the January meeting. She

added that the Stratford Board of Education will be entering the budget process shortly after the holidays.

- **Curriculum Committee** – The Curriculum Committee met on December 11, 2018. Mrs. DelBene reported that a presentation was made on high school scheduling in an effort to accommodate the increase of credits that are required for graduation. The committee is scheduled to meet again on January 8<sup>th</sup>, 2019.
- **Chairmen’s Committee** – A special Chairmen’s Committee meeting took place on December 12, 2018.
- **Other Committees: A brief report was given on the following committees.**
  - **CABE** - There was nothing new to report.
  - **CARE** - Mr. DeLorenzo reported that he attended the December 5<sup>th</sup> meeting and the committee talked about the Minority / Multicultural Teacher Recruitment and Retention Plan.
  - **CES** – CES did not meet during the month of December due to the holiday season.
  - **Town / BOE Liaison** – The Town / BOE Liaison Committee did not meet during November and will next meet next on December 19, 2018.
  - **Town Building Needs** - Mrs. Lance extended Kudos to Mr. Llewelyn for a great job and to Mr. Dellapiano (Principal) for a great opening of the new wing at Stratford High School (Nov. 26, 2018).
  - **PTSA** – Mrs. DelBene reported the PTSA Council met on November 29, 2018. She said the meeting was well attended. She said that Mr. DeLorenzo and Dr. Robinson also attended and a good conversation took place between administration and the PTSA Council.
- **Committee Appointments / Assignments** – There were no Committee appointments or assignments.
- **Executive Session** –A motion was made by Mrs. Rodia; seconded by Mrs. DelBene to enter Executive Session including all Board members present and Dr. Robinson. The purpose for Executive Session was for the discussion on the Superintendent’s Goals for 2018-2019 and to be updated on pending litigation.

***The motion to enter Executive Session carried unanimously and the Board entered Executive Session at 8:45PM.***

***The Board exited Executive Session and reconvened in Public Session at 9:17 PM.***

▪ **ADJOURNMENT**

- The meeting adjourned at 9:18 PM upon a motion made by Mr. Faggella; seconded by Mrs. Rodia, and carried unanimously.

The next regular monthly meeting of the Stratford Board of Education is scheduled for **Monday, January 28, 2019**. The meeting location is TBD.

**Upcoming Events (Can be viewed on the District Website Calendar)**

- a) December 21, 2018 – Early Dismissal
- b) December 24-31, 2018 – The Stratford Public Schools will be closed for winter recess. The Board of Education will be on a limited schedule.
- c) January 1, 2019 – The Stratford Public Schools and the Administration Center will be closed in observance of the New Year’s Day holiday.
- d) January 2, 2019 – Classes resume and students return to school.

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



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