



Stratford Board of Education

STRATFORD BOARD OF EDUCATION – OFFICIAL SPECIAL MEETING MINUTES

Meeting Date: November 25, 2019

Meeting Location: SHS Cafeteria

Stratford High School (245 King Street, Stratford CT 06615)

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

1 ATTENDANCE

Name	Title	Location	Present
Eric Lazaro	Board Chair		Y
Susan Lance	Board Vice Chair		Y
Maria Buturla	Board Secretary		Y
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	N
Linda Gejda	Asst. Superintendent	Central Office	Y
Teresa Lycoudes	Recorder / Board Secretary	Central Office	Y
Bryan Darcy	SAA Representative	Wooster Principal	Y
Mike Fiorello, Kristin Record	SEA Representatives	SHS, BHS - Instructors	N
Lou Spetrino	Videographer		Y

Also in attendance - Board Members Elected: Janice Cupee, Andrea Corcoran, Amy Wiltsie.

2 MEETING LOCATION

- *Please visit the website at www.stratfordk12.org to see the meeting video.*
- Building: Stratford High School Cafeteria - 245 King Street, Stratford CT.

3 MEETING START

Meeting Scheduled to Start: 6:30 PM
Actual Start Time: 6:40 PM

4 AGENDA -

- **Opening Remarks by Chair** – The Board Chair (**Eric Lazaro**) **opened the November 25, 2019 Board of Education special meeting** (held in the Cafeteria at Stratford High School, 245 King Street, Stratford CT) at

6:40 PM. A Quorum was confirmed. Mr. Lazaro asked everyone to stand and join Board Member, ***Maria Buturla***, in reciting the Invocation and Pledge of Allegiance.

Mr. Lazaro then asked the Student Representatives to report.

- **Student Representatives Report** – The Student Representatives to the Board of Education were introduced from Bunnell and Stratford High School.
 1. **Bunnell High School - Bruce Claxton**
 2. **Stratford High School – Melannie Hernandez**
- **Public Participation** – There was no public forum due to the meeting being a “special” meeting.
- **Supt. Robinson’s Executive Report** –the following occurred:
 1. **Board Member Recognition & Appreciation:**
 - **Dr. Robinson spoke to the Board members leaving this year - Eric Lazaro, Susan Lance and Maria Buturla. She thanked them for their dedication and devotion to the Stratford Public School system, and the countless hours they volunteered for the students in Stratford Public Schools. Dr. Robinson reminded them of the many accomplishments that have taken place over their four year tenure. They are:**

Initiatives of the last 4 years:

District-Wide:

- **Strategic Plan with four action teams**
- **Dual Language started in kindergarten at Soto, now up to Grade 2**
- **Math coaches began coaching elementary teachers to improve math performance**
- **Teachers College began training our schools for our reading program**
- **Six elementary schools became fully eligible for free breakfast and lunch**
- **Monthly Instructional Rounds were implemented in our schools**
- **Return to neighborhood schools**

- **Policy Adoption / Revisions, etc. - The Policy Review Committee has moved forward several much needed revisions to existing policies and/or new policies for Board adoption**
- **The start time of all elementary schools became uniform**
- **School Plant Planning Committee reconvened and is set to move forward with long range planning, etc.**

Technology:

- **1:1 computers at high schools with Chromebooks, Middle schools on the cusp**
- **Elementary homeroom classrooms on the cusp of completing a 1:1 Chromebook initiative through a cart model**
- **All high school SMART Boards replaced**
- **Adopted Google Applications for Education, including Google Classroom as a learning management system**
- **Upgraded district security camera system (some cameras too)**
- **Adopted the Raptor Visitor Management Software for additional security at the school level**
- **Added Discover Video software to begin video distribution initiatives at the high school level**
- **Added Web Edge file distribution software to post report cards and assessment reports to the Parent Portal**

Schools:

- **Wooster School receives the Best School Climate award. Then the CT Middle School of the Year**
- **Eric Conrad was CT Elementary Assistant Principal of the year. Now the new principal of Franklin**
- **Carla Armistead was CT Elementary Principal of the year**
- **Work began on the renovation of Stratford HS and the completed half was occupied this time last year**

- **Renaming of Bunnell High School Athletic Field House and Complex**

In addition, each departing Board member was given a plaque and small gift commemorating their time on the Board, and in recognition for all they have done for Stratford Public Schools throughout their four year term.

- **Reception**

Musical selections from the Stratford High School String Orchestra and Bunnell High School Select Choir were enjoyed by all. A reception followed. The Board meeting recessed at 7:15 PM. The meeting reconvened at 7:40PM.

- **Consent Agenda**

1. **Approval of Meeting Minutes (Reference BOE Policy #9326)**

- a) Minutes from the ***October 28, 2019 (regular meeting)***

A MOTION WAS MADE BY MRS. BUTURLA; SECONDED BY MR. FAGGELLA TO ACCEPT THE MINUTES FROM THE OCTOBER 28, 2019 BOARD OF EDUCATION MEETING. THE MOTION CARRIED UNANIMOUSLY. 7-0

2. **Personnel Document (Staff Assignments)**

A MOTION WAS MADE BY MRS. LANCE; SECONDED BY MRS. BUTURLA TO ACCEPT THE PERSONNEL ASSIGNMENTS. THE MOTION CARRIED UNANIMOUSLY. 7-0

3. **Budget Transfers over \$7500 – (There was one) – Finance Committee**

The following budget transfer was put forth for approval (with a favorable recommendation from the Finance Committee):

- a. ***Budget Transfer 11-32:*** This entry is to transfer budgeted salary for Occupational and Physical Therapists from the Clinical Cost budget line. A new account was created for OT & PT to classify these employees under a salary account. This is consistent with state reporting.

THE MOTION WAS MADE BY MR. FAGGELLA; SECONDED BY MRS. DELBENE, AND PASSED UNANIMOUSLY. 7-0

4. **Field Trips**

- a. **Museum of Modern Art / BHS - One day Trip to NYC - December 2019.**
 - b. **Nature's Classroom - Franklin Elementary School to Andover, CT - April 2020.**
 - c. **Nature's Classroom - Nichols Elementary School to Andover, CT.**
 - d. **Indoor Drumline / BHS - One day Trip to Bloomfield, NJ -**
 - e. **SHS - National Jazz Festival in Philadelphia, PA - February 2020**
 - f. **SHS Music Department - Washington D.C. - April 2020**
 - g. **BHS / SHS Marching Band - Hollywood Christmas Parade/Disney Performing Arts - Los Angeles, CA - November 2020.**

Discussion took place surrounding the proposed field trips listed above. Mrs. DelBene expressed her concerns that the trips did not go through the Curriculum Committee for review. Mrs. DelBene was reminded the Curriculum Committee did not meet during the month of October or November, and the trips needed to get approval in order for fund-raising to begin.

Mr. Faggella made a motion to strike items A and D from the Field Trip agenda as they **are** one day trips and do not come before the Board for approval. Dr. Robinson said the trips were included more or less as an information item for the Board members. The motion was seconded by Mr. DeLorenzo, and carried. Mrs. Lycoudes said items A and D would be stricken from the agenda.

ON A MOTION MADE BY MR. FAGGELLA; SECONDED BY MRS. DELBENE, THE REMAINING FIELD TRIPS WERE APPROVED. THE MOTION CARRIED 7-0.

- **Items for Action**

- **Proposed: Meeting Dates for 2020 (attached)**

A brief discussion took place regarding the proposed meeting dates for 2020. The proposed dates were for the Board Meetings, Chairman's Committee, Curriculum Committee, Finance Committee and School Plant/Planning Committee. Mrs. Rodia suggested the start times for Curriculum, Chairman's and School Plant Planning be 6:30 PM instead of 6:00 PM to allow ample time for Board members to get to the meeting. The other Board members were in agreement with Mrs. Rodia's suggestion.

A MOTION WAS MADE BY MRS. RODIA; SECONDED BY MR. FAGGELLA. THE MOTION INCLUDED THE TIME CHANGE TO 6:30 pm FOR THE CHAIRMAN'S, CURRICULUM AND SCHOOL PLANT/PLANNING COMMITTEES. The motion passed unanimously (7-0).

- **Proposed: District Safety Coordinator (Tabled Item)**

A MOTION WAS MADE BY MRS. LANCE / SECONDED BY MR. DELORENZO TO REMOVE THE PROPOSED POSITION OF DISTRICT SAFETY COORDINATOR FROM THE TABE FOR DISCUSSION AND POSSIBLE ACTION.

Mrs. Rodia stated that she is still expecting a meeting to take place to include Mayor Hoydick and Chief McNeill to discuss this position and how it will blend with the Stratford Police Department (to include retired police officers).

Dr. Robinson stated the Safety Coordinator's position must happen before the other can be put in place. She said it is crucial for the district. There are

many things that have to be done and the District has no one to do them.

The Board Chair called a recess at 8:19 PM. The Board meeting reconvened at 8:35 PM.

MR. DELORENZO MADE A MOTION REQUESTING THE ITEM BE PLACED BACK ON THE TABLE; HE SAID HE BELIEVES THE NEW BOARD SHOULD BE IN PLACE TO HELP MAKE THE DECISION. THE MOTION WAS SECONDED BY MRS. DELBENE. A ROLL CALL VOTE WAS TAKEN TO PLACE IT BACK ON THE TABLE.

Vinny Faggella	Yes
Karen Rodia	Yes
Allison DelBene	Yes
Bob DeLorenzo	Yes
Maria Buturla	No
Susan Lance	No
Eric Lazaro	No

THE MOTION TO PLACE THE ITEM BACK ON THE TABLE CARRIED 4-3.

· **Tabled Items -**

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

No further discussion on tabled items.

- **Old Business for Information / Discussion**
- **New Business for Information / Discussion**
- **Committee Reports**

- **Curriculum Committee** – The Curriculum Committee did not meet during the month of November.
- **Chairmen’s Committee** – The Chairmen’s Committee did not meet during the month of November.
- **Finance Committee** - The Finance Committee met briefly prior to the Board meeting. The budget transfers were forwarded to the Board from the Finance Committee with a favorable recommendation for approval.
- **Other Committees: A brief report was given on the following committees.**

- **Town / BOE Liaison** - There is nothing new to report.
- **Committee Appointments / Assignments** - There were no Committee appointments or assignments.
- **Executive Session** - It was determined there was no need for an Executive Session.
- **Good and Welfare** - The remaining Board members offered words of appreciation and wished the parting Board members good luck with their future endeavors.

Upcoming Events

- November 27, 2019 - Early Dismissal (Holiday)
- November 28 - 29, 2019 - Schools and Administration Center closed for the Thanksgiving Holiday.
- December 9, 2019 - Town Officials “Swearing In” ceremony.
- December 9, 2019 - Organizational Meeting of the Board of Education.
- December 12, 2019 - School Plant & Planning Meeting.
- December 16, 2019 - New Board Orientation (Speakers - Nick Caruso and Rebecca Adams from CABE - Connecticut Association of Boards of Education.

ADJOURNMENT

- The meeting adjourned at 8:52 PM upon a motion made by Mrs. Lance; seconded by Mrs. Buturla, and carried unanimously.

The next regular monthly meeting of the Stratford Board of Education is scheduled for **Monday, January 27, 2019**. The meeting location is anticipated to be the Board Room at the Administration Center. The next special meeting of the Board of Education will be December 9th for the purpose of a Board Organizational session. Another special meeting / workshop will take place for the “new” Board on December 16th. Both special meetings are anticipated to take place in the Board Room at the Administration Center.

Meeting recorded and minutes transcribed by:



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