



## **Stratford Board of Education**

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### **STRATFORD BOARD OF EDUCATION – OFFICIAL MEETING MINUTES**

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**Meeting Date: 10/24/2016**

**Meeting Location: Administration Center – Board  
Room**

**Approved: DRAFT**

**Recorded By: Teresa Lycoudes**

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## 1 ATTENDANCE

Name	Title	Location	Present
James Feehan	Board Chair		Y
Leonard Petruccelli	Board Vice Chair		Y
Theresa Sheehy	Board Secretary		N
Chris Barnaby	Board Member		Y
Maria Buturla	Board Member		Y
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	Administration Center	Y
Mike Fiorello	SEA President	SHS Instructor	Y
Lou Spetrino	Videographer		Y

## 2 MEETING LOCATION

Building: Administration Center / Board Room

## 3 MEETING START

Meeting Schedule Start: 7:15 PM

Meeting Actual Start: 7:16 PM

## 4 AGENDA

- **Opening Remarks by Chair**

1. Chairman Feehan called the October 24, 2016 Board of Education meeting to order at 7:16 PM. A quorum was confirmed, and Mr. Feehan asked everyone to stand and join **Board Member, Susan Lance**, for the Invocation and Pledge of Allegiance.
2. After the Invocation and Pledge of Allegiance, Mr. Feehan asked everyone to remain standing and join him in a moment of silence for Bob Baird (Stratford High School Athletic Director) who is out with an illness. Dr. Robinson also requested the same for a Board

of Ed employee, as well, whose family is going through a difficult time.

3. Mr. Feehan addressed the microphone system in the Board Room and informed the gathering the corrections / repairs were made, and the system is working properly. He thanked Mr. Zachery for seeing this project through.
- **Presentations** – Dr. Robinson, on behalf of the Board of Education, presented certificates of recognition to tenured staff. She also acknowledged **American Education Week** that will be observed during the week of November 14<sup>th</sup> through the 18<sup>th</sup>.
  - **Public Participation** – Two members of the public signed up to speak.
    1. **Olga Pena**, 452 Laughlin Road, Stratford CT – spoke about C.A.R.E. and student enrollment.
    2. **Michele Stanton**, 254 Hamilton Ave., Stratford CT – spoke re concerns at Victoria Soto School (lunch and recess).
      1. Dr. Robinson stated Recess is observed on a daily basis and cannot be taken away as a form of punishment.
  - **Student Representatives Report** – The 2016-2017 School Representatives to the Board of Education were introduced. **James Pellegrino represented Bunnell High School** and **Tristan Frownfelter (sitting in for Roula Kouvas)** represented Stratford High School. Each gave a brief report about their respective school.

Mr. Feehan called a recess of the Board meeting at 7:40 PM in order to hold a “Non-Meeting” of the Board for the purpose of discussing negotiations. He asked everyone to clear the Board Room with the exception of the Board members present, Dr. Robinson, Mr. Zachery and Atty. Floyd Dugas (BMD).

***The Board of Education meeting reconvened at 8:34 PM.***

- **Consent Agenda**
  1. Mr. Feehan entertained a motion for the items contained in the Consent Agenda (meeting minutes, overnight trips and personnel assignments).
    - **Item 1: Meeting minutes from October 24, 2016 regular meeting.**
    - **Item 2: Overnight Trip Request to attend Model UN Conference at Yale University – January 2017.**
    - **Item 3: Overnight Trip Request to Williamsburg, VA (SHS Music students) – April 2017**
    - **Item 3: Personnel Status Document.** – Mrs. Lance asked that a correction be made under Coaches (Daniel Romaniello). Mr. Romaniello will be located at Wooster

Middle School rather than Stratford High School, as noted. Human Resources will make the correction.

- A MOTION WAS MADE BY MR. PETRUCCELLI; SECONDED BY MR. BARNABY, TO ACCEPT AND APPROVE ITEMS THE CONSENT AGENDA. THE MOTION CARRIED UNANIMOUSLY (6:0).

- **Budget Transfers** – There were no transfers for this time period.
  
- **Superintendent’s “Status of the Schools” Report** – Dr. Robinson reported about the following items:
  1. **New Website** – Dr. Robinson reported that the District will be getting a new website powered by *Final Site*. She said the work will take some effort and it may not be ready until next school year. Dr. Robinson said it will be more user friendly and will provide easier access to information for parents and community members.
  2. **Let’s Talk Application** – Dr. Robinson said the district has been using the communications tool – “*Let’s Talk*”. She said the application provides an avenue for community members and parents to leave a question and provide feedback ratings.
  3. **Status of the Schools** – Dr. Robinson said the enrollment numbers are continuing to increase at the elementary level, and all indicators show that we are ahead of last year’s numbers.
  4. **Teacher Shortage Areas** – Dr. Robinson reported that the district is suffering from teacher shortages in the areas of World Language, Physics, Advanced Math, (Calculus) and Special Education. She said Human Resources staff is making every effort to recruit in these areas.
  5. **Fire Department – Drill Reporting** – Dr. Robinson reported that all drills were done, but apparently the reports did not get filed properly with the Fire Department. She said the information will be forwarded to the Fire Department.
    - *Chairman Feehan asked that the Board be notified when all appropriate reports have been filed with the Fire Department. He said he wants to be sure the Stratford Board of Education is in compliance always with the Fire Department.*
  
- **Items for Action**
  1. **Proposed: English / Language Arts G-12 Curriculum (Public Speaking and Activism) (pages 9a-9e of the agenda)** – Curriculum Committee.
    - A motion was made by Mrs. Buturla; seconded by Mrs. Lance to approve and adopt the proposed curriculum for

English / Language Arts G-12 – “Public Speaking and Activism”. The **motion carried** unanimously.

- 2. Proposed: Grade 12 English / Language Arts Curriculum – Grade 12 (Sports Literature / Sports Journalism) (pages 10a – 10e of the agenda)** - Curriculum Committee
  - A motion was made by Mrs. Buturla; seconded by Mr. Petruccelli to approve and adopt the proposed curriculum for Grade 12 English / Language Arts – “Sports Literature / Sports Journalism”. The **motion carried** unanimously.
- 3. Proposed: Grade 8 Social Studies – “U.S. History” (pages 11a – 11f of the agenda)** – Curriculum Committee
  - A motion was made by Mrs. Buturla; seconded by Mrs. Lance to approve and adopt the proposed revised curriculum for Grade 8 Social Studies curriculum – “U.S. History”. The **motion carried** unanimously.
- 4. Proposed: Social Studies – Grade 7 “World Region Studies” (pages 12a – 12f of the agenda)** – Curriculum Committee
  - A motion was made by Mrs. Buturla; seconded by Mrs. Lance to approve the proposed revised curriculum for Grade 7 “World Region Studies”. The **motion carried** unanimously.
- 5. Proposed: Resolution that the Board of Education approves the Victoria Soto School Photovoltaics project plans and authorizes signing of the SCG-042 by Chairperson in order for the project to be submitted to the State Office of School Construction Grants. State Project Number: 138-0094N Phase 5 of 5 / Victoria Soto School Photovoltaics**
  - A motion was made by Mr. Petruccelli; seconded by Mr. Lazaro. Mr. Zachery stated the document needs to be signed only by Dr. Robinson. He asked for a friendly amendment. The friendly amendment was accepted by both Mr. Petruccelli and Mr. Lazaro. The **motion carried** unanimously.
- 6. Proposed: Minority Recruitment Plan (2016-17)**
  - A motion was made by Mrs. Lance; seconded by Mrs. Buturla to approve adoption of the 2016-17 Minority Recruitment Plan. The **motion carried** unanimously.
- 7. Proposed: Tuition at 50% for Stratford Teachers’ children to attend Stratford Public Schools.**
  - A motion was made by Mr. Petruccelli; seconded by Mrs. Lance to approve the 2016-17 proposed 50% tuition rate for Stratford teachers considering bringing their non-resident children to Stratford Public Schools.



Mr. Petruccelli made a motion to retable Item 4; seconded by Mr. Lazaro, and carried unanimously.

- **Old Business**

Mr. Feehan made a motion to strike Item 2 from the agenda since it was addressed at the start of the meeting. Mr. Petruccelli made the motion; seconded by Mr. Barnaby, and carried unanimously.

1. **Update: Residency Verification** – Mr. Zachery updated the Board members on residency verification. As of last week 156 out of 554 responses have been completed. Another letter will be sent to the remainder families. Chairman Feehan reported the Board has authorized another letter to be sent out about residency verification. Mr. Feehan said it should be stressed that if families choose to ignore this request, they could face coming before the Board for a Residency Hearing. Mr. Petruccelli made a motion to table this item; seconded by Mr. Lazaro, and carried unanimously.

- ~~2. **Update: Microphone system in Board Room / Administration Center.** – Mr. Zachery reported that the technician will be coming out to assess the audio system in the Board Room.~~

- **New Business (For Information / Discussion)**

1. **School Enrollment** – Mr. Zachery reviewed the enrollment reports dated “As of October 4, 2016”. He noted the elementary numbers are steadily increasing. Chairman Feehan asked this question – “Is the Stratford Public Schools compliant regarding racial balancing”? Mr. Zachery stated this is correct. All schools are compliant. Mrs. Lance requested the letter from the State confirming Stratford’s compliancy be posted to the website.

- **Committee Reports**

1. **Athletic Review** – Mrs. Lance reported about the October 20, 2016 meeting. She said a new member (Drew Bodington) was introduced to the Committee, as well as the new Athletic Director, Wayne Thrall (Bunnell High School). Mrs. Lance reported that football game start times were discussed. She said the Athletic Review Committee is looking at requesting all games begin at 7:00 PM beginning in the 2017-2018 school year. She said this will be brought before the Board at a future meeting.

2. **School Plant / Planning Committee** – Mr. Barnaby reported that the October 10<sup>th</sup> meeting did not have a quorum; however, continued to meet for informational purposes only.
3. **Finance Committee** – Mr. Petruccelli reported about the special meeting that took place prior to the Board meeting (October 24<sup>th</sup>). He said the committee requested to see all invoices \$25,000 and above for review at the next Finance meeting (TBD).
4. **Curriculum Committee** – Mrs. Buturla (in Mrs. Sheehy’s absence) reported about the October 13, 2016 Curriculum meeting. Mrs. Buturla said in addition to the items presented for action, the committee was given a presentation from both high schools regarding “block scheduling”. She said implementation would take place for the 2018-2019 school year. Mrs. Buturla stated, for the record, she believes this will be a positive step forward for the district.

▪ **Other Committees:**

- **CABE** – Mr. Feehan reminded Board members about the upcoming CABE/CAPSS Conference set to take place November 18-19, 2016.
- **CES** – Mrs. Sheehy was not present to report.
- **Town / BOE Liaison** – Mr. Petruccelli reported the Town/BOE Liaison Committee held a special meeting on Wednesday, October 19, 2016. He said the Modulars are scheduled to receive students. He said several items for facilities were reviewed, as well, including the opportunity to install solar panels as roofs are repaired at various buildings.
- **Town Building Needs** – Mr. Petruccelli reported on the special meeting that took place on October 12<sup>th</sup>, and the regular monthly meeting of October 17<sup>th</sup>, 2016. He said DBS Energy will oversee the solar panel project for Victoria Soto School. Mr. Petruccelli also reported the approval of additional parking spaces at Honeyspot House.
- **PTSA** – Mrs. Lance reported the PTA Council met on October 6<sup>th</sup>; however, she was unaware of the meeting date and did not attend the meeting. Dr. Robinson said the PTA Council has a temporary Chairperson, at present. Mrs. Lance requested a list of the upcoming meeting dates.



- **Committee Appointments / Assignments** – There were no Committee appointments / assignments.
- **Board Goals 2016-18** – The Board Goals for 2016-18 were reviewed and updates and revisions were given by Board and administration. During this session of the agenda, Mr. Lazaro requested the Board be given a report regarding residency cases and status.
- **Good and Welfare** – The following items were reported:
  1. Meeting on October 26, 2016 to address Bridgeport Magnet School tuition with State Legislators.
  2. Cabaret Theatre visit with Victoria Soto School students and staff.
  3. Open House Events - Mr. Lazaro attended Nichols, Stratford Academy, and Wooster Middle School Open Houses. He said the event was well attended at each school. Mr. Feehan reported that Bunnell High School’s Open House was also well attended. Mr. Feehan requested that all Board Members attend the Open Houses for next school year (2017-2018).
- **ITEMS “TO DO”**
  1. Mrs. Lycoudes will send out a Residency Report update to the members of the Board.
  2. Racial Balancing letter of compliancy will be posted to the website.
- **ADJOURNMENT**
  - The meeting adjourned at 8:35 PM upon a motion made by Mr. Petruccelli; seconded by Mr. Lazaro, and carried unanimously.

The next meeting of the Stratford Board of Education is scheduled for **Monday, November 28, 2016**. The meeting will be located at the Administration Center (1000 East Broadway) and is set to begin at the normal start time of 7:15 PM.

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




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