

SOUTHINGTON BOARD OF EDUCATION

SOUTHINGTON, CONNECTICUT

REGULAR MEETING

September 25, 2014

The regular meeting of the Southington Board of Education was held on Thursday, September 25, 2014 at 7:30 p.m. in the Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut with Executive Session scheduled for 6:30 p.m.

1. CALL TO ORDER

Mr. Brian Goralski, Chairperson, called the meeting to order at 6:36 p.m.

Present from the Board: Mrs. Terri Carmody, Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Pat Johnson, Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mr. Zaya Oshana, and Mrs. Patricia Queen.

Present from Administration: Mr. Timothy Connellan, Superintendent of Schools, and Mrs. Karen Smith, Assistant Superintendent of Schools.

MOTION: by Mr. David Derynoski, seconded by Mr. Oshana:

"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing a Student Issue and Personnel, and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

The Board went into Executive Session at 6:36 p.m.

2. EXECUTIVE SESSION TO DISCUSS A STUDENT ISSUE AND PERSONNEL

Mr. Brian Goralski declared the Executive Session ended at 7:22 p.m. The Board recessed from Executive Session at 7:22 p.m.

3. CELEBRATION OF EXCELLENCE

At 7:25 p.m., Mrs. Smith introduced Mrs. Jennifer Paul as the 2013-2014 Southington Teacher of the Year. Mrs. Smith continued that she was honored to publicly acknowledge such a wonderful teacher who so proudly represented the Town of Southington as Teacher of the Year. Jennifer has had tremendous impact on strategies for all students. She has the ability to make reading come alive. Mrs. Smith stated that it's been such a joy to watch her grow as a professional, a mentor, a leader, and a coach. Mrs. Smith announced that Mrs. Paul is now a

semi-finalist for the State of Connecticut Teacher of the Year. The district is extremely proud and honored to have such an amazing teacher in the district.

Mr. Goralski recognized Mrs. Paul and gave her a plaque on behalf of the Board of Education and Town of Southington. He shared that he and the Board had the privilege to hear her speak at Convocation and that she represented the Board of Education well.

Mrs. Paul took a moment to thank the Board of Education, Administration, and her incredible teaching partners. She stated that it is such an amazing honor and this is not an award that is deserved for only one person. She recognized that it takes a team to make a difference. It's an honor. She shared that the students, staff, and administration have expressed positive energy toward reading. She thanked everyone for their support and shared how appreciative she is that the Board of Education approved a literacy specialist position at the high school. The results are apparent and the learning is exciting.

Mr. Goralski announced that there would be a brief recess that would allow Board Members to visit with and congratulate Mrs. Jennifer Paul, Teacher of the Year.

At 7:30 p.m., Mr. Goralski called for a recess.

4. RECONVENE MEETING ~ REGULAR SESSION

The regular session was reconvened at 7:45 p.m. by Mr. Brian Goralski, Chairperson. Board members present were Mrs. Terri Carmody, Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Patricia Johnson, Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mr. Zaya Oshana, and Mrs. Patricia Queen.

Present from the administration were Mr. Timothy Connellan, Superintendent of Schools; Mrs. Karen Smith, Assistant Superintendent; and Mr. Peter Romano, Director of Operations.

Student representatives present were Mr. James Brino and Mr. Chris Iverson.

There were approximately 8 people in the audience.

5. PLEDGE OF ALLEGIANCE

The audience recited the Pledge of Allegiance.

Mr. Goralski requested a moment of silence in memory of Mr. William Lavorgna, a retired Southington teacher, in recognition of the years of service he dedicated to Southington schools.

6. APPROVAL OF MINUTES ~ September 11, 2014

MOTION: by Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move to approve the regular Board of Education minutes of September 11, 2014, as submitted.”

Motion carried by voice vote, with Mr. Oshana abstaining.

7. COMMUNICATIONS

a. Communications from Audience

Arthur Cyr, 103 Berlin Avenue, stated that he was witness to another driver who went by a bus on Berlin Avenue. Mr. Cyr mentioned that this happens often and he would like to see the Board of Education follow-through on the safety of the children. He asked that the Board of Education have New Britain Transportation, a vendor, or the Board of Education reconsider putting cameras on buses.

Mr. Goralski stated that the Board of Education heard Mr. Cyr's request at their last meeting, and they are following up on the information provided. A report will be shared with the Board at a future meeting.

b. Communications from Board Members and Administration

MOTION: by Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move to add a student expulsion, 2014-2015-01, to the agenda as Agenda Item 10f.”

Motion carried unanimously by voice vote 9-0.

MOTION: by Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move to move Agenda Item 9c, 2013-2014 School Resource Officer Annual Report, to Item 7d on the agenda.”

Motion carried unanimously by voice vote 9-0.

MOTION: by Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move to move Agenda Item 10a, CMT / CAPT Science Results, to Item 7e on the agenda.”

Motion carried unanimously by voice vote 9-0.

Communication from the Board Members:

No reports.

Communication from Administration:

Mr. Connellan reported on the following items:

1. Transportation ~ Follow-up:

- Mr. Connellan shared that Mr. Romano continues to work very hard on transportation and is following-up on all concerns.
2. Strong Elementary School Playground ~ Follow-up:
 - Mr. Connellan stated that Mr. Romano has been working with his staff and they are working through some suggestions they received pertaining to the playground. Mr. Romano shared that they've been monitoring all schools, considering many of the schools have some issues with the bees. At Strong, they are forming a Bee Committee. The first meeting is scheduled for October 7, 2014. They recently dug some soil samples which will allow them to make an educated decision on how to proceed. They want to be sure that they do something this fall. It is something they are handling in-house as a first step with safety first. Mr. Romano will return to the Board with a full report. Mr. Goralski stated that he would be attending the meeting with the Bee Committee. It's the planning that takes the most time; the implementation will be quick.
 3. Collaboration with Area Districts: Wallingford, Cheshire, Meriden
 - Mr. Connellan and Mrs. Smith met with other districts and are engaging in some collaboration in the areas of curriculum and instruction and technology education at the middle school level. They are also working in partnership with the Connecticut Association of Public School Superintendents who will be providing districts with professional development opportunities. They are also looking at a possible solution pertaining to substitutes. Many districts have trouble obtaining substitutes and they are exploring an idea that may help. More information to follow at a later date.
 4. Personalized Learning ~ Conference Attendance
 - Mr. Connellan, Dr. Semmel, Mr. Pepe, and Mr. Madancy will be attending a Personalized Learning conference with a focus on Grade 6-12 collaboration. More information to follow.
 5. AESOP Automated Substitute Service (attachment):
 - Given the concerns with finding substitutes, the administration is looking for a solution. The district also is having trouble finding an employee who is willing to work from home and assign substitutes. They are currently using a full-time employee from the personnel office to temporarily assist with assigning subs. Mrs. Hunt did some research on automated systems and found that the best option is with the AESOP system. Included in Mr. Connellan's report is a packet about AESOP for the Board to review. The administration feels this is a very cost-effective, efficient direction to take. The cost increase to the district is approximately \$2,000 per year. The account would change from salary to a purchased services account. There is a time element associated with the request for approval of this service and the administration is hoping to move forward with AESOP as soon as possible.

It was explained that this request would normally be brought to the Finance Committee; however, the next meeting isn't scheduled until mid-October so the administration was hoping that the Board would make a motion to add AESOP to the agenda.

MOTION: by Mr. Derynoski, seconded by Mrs. Notar-Francesco:

“Move to add the discussion related to AESOP Substitute Service to the agenda as Agenda Item 10g.”

Motion carried unanimously by voice vote 9-0.

Communication from Student Representatives:

Mr. Iverson shared the following:

- **BYOD** ~ As the student representative of the Board, he received feedback from the student body pertaining to the Bring Your Own Device policy and regulation that was discussed at the last meeting. The students shared the following information:
 - Devices can be used as a substitution for notebooks. This would continue to move the district in the direction of paperless and would also decrease the amount of items that students carry in their bags.
 - Students would be able to do research in all classrooms. They would not have to be in the library or computer lab.
 - There is much more excitement in the classroom when students can use their own, personal device. It increases the amount of fun.
- **Professional Development Wednesdays** ~ The first shortened Wednesday was held on September 17, 2014 for staff to attend professional development. Mr. Iverson explained that the day was very productive. Students are being taught, students are still learning, and they do get homework on those days.
- **College Fair** ~ The College Fair was very successful. The cafeteria and atrium were both filled with students. There were students asking questions and it was great to hear the dialogue taking place between the students and the college representatives.
- **College Workshop** ~ The College Workshop was held for seniors only. The students were informed on how to apply to college and the steps they need to take to apply. He was told it could be overwhelming, but also reassuring. The seniors greatly appreciated this opportunity.

Mr. Brino shared the following:

- Mr. Brino publicly congratulated Mrs. Paul on behalf of the student body for being selected as Teacher of the Year. They feel what she does and brings to the building.
- National Honor Society is holding a Blood Drive on October 9, 2014.
- The high school had their Welcome Back Dance the previous week and it was a huge success. The dance was also profitable for the class of 2016.

Mrs. Queen asked the student representatives their opinion about using a cell phone as the device. She wondered if they felt a cell phone was too small and not a good source for research. Mr. Iverson said that he thought they could be used reasonably. He does recognize the potential abuse; however, he believes that it's important that the staff trust the students. If a student makes a poor choice and decides to text or send an email, it would only be detrimental to the student.

Mr. Brino agreed. He finds the cell phone as an amazing tool with the same capability. He uses both a tablet and a cell phone. The task on hand is what determines which device he chooses to use. If it is a simple conversion or looking up a word spelling, he would use his cell phone.

Mrs. Clark thanked them for their work. She explained that, when they are writing and reviewing policies, they always think of the effect it will have on the students. She further stated that she appreciates their comments.

d. 2013-2014 School Resource Officer Annual Report (formerly agenda item 9c)

Officer MacKenzie, Southington High School Resource Officer, shared his annual report. He stated that this was his third year at the high school, and he felt much more acclimated and involved. Last year, he was involved with security issues, speaking to classes, and assisting administrators with safety issues. He believes that there are still some areas that can be improved upon, and where they can tighten-up and work with students to see what they can do better. The normal course of business for him includes social media concerns, altercations, drug investigations on minor levels, and his involvement with the Juvenile Review Board.

He recently met with some teachers and assisted them with an Alternative to Arrest Program. He stated that they recognize that students will make mistakes, and sometimes mentoring and talking to students is what they need. He stated that it was a great year.

Mrs. Lombardi noticed that the area of Parking Lot Collisions seems to be getting more activity than others areas on his report and she wondered why he thought this was happening. Additionally, she asked what safety measures he thought needed to be put in place. Officer MacKenzie stated that the new teen driving laws play a role. Years ago, students were able to carpool. Today, all the students are driving to school because they can't have other students in the car. Therefore, the number of cars has increased; therefore, statistically, there will be more collisions. When he visits classrooms, he reviews safety measures with the students and also recommends that they back into the parking spot.

Mrs. Queen asked if the high school was planning on expanding the number of student parking spots in the lot. She noticed that it was rather congested and the number of spots is limited. Dr. Semmel explained that there are procedures in place. The seniors are the only students who are guaranteed a spot. Juniors are then entered into a lottery for the remaining few spots available. This is the same process that has been in place for years. In the spring, they begin to notice that students who aren't supposed to be bringing their cars are sneaking into the lot and taking the spots of other students. The administration has been enforcing this and making themselves visible to the students in the parking lot. This has made a difference. Additionally, they are painting an additional 20 spots for students. This will not solve the problem; however, it will add some opportunities for students.

Mrs. Queen commended Officer MacKenzie on the great rapport that he has with the students. She stated that he is someone the students can relate to and the Board is very pleased that he is continuing with the high school for another year.

Mr. Goralski also thanked Captain Lowell DePalma for attending the meeting, for the role he serves in this program and continuing to build the relationship between the Board of Education and the Southington Police Department.

e. CMT / CAPT Science Results

Mrs. Smith invited and introduced Mr. John Duffy, District Science Coordinator, who shared an update on the CMT and CAPT Science results from the spring of 2014 as well as what the district has to look forward to in the future in the area of science.

Mr. Duffy shared a PowerPoint presentation with the Board of Education. He explained that this was an overview and would be happy to present to the Board at another meeting a more in-depth look at the scores. Included are some of the highlights of his presentation:

Overall Highlights

- Test will be administered again in March 2015.
- Beyond this school year, there are possibilities that districts will continue with a form of CMT / CAPT and they might begin to transition to new standards. Districts are required to test students in Grades 5-10 by law. He will have more information following a state meeting in October.
- CMT / CAPT – The district's results were strong.
- The focus is on *At or Above Goal*. In Grade 5, the results were very strong. He believes that it's important to compare Southington to the other districts within the Demographic Reference Group (DRG). Southington is one of the largest districts within the DRG. When compared, Southington ranked sixth out of twenty-four districts *At or Above Goal*. Southington ranked third out of twenty-four districts *At or Above Proficiency*.
- In Grade 8, there was a slight upward trend *At or Above Goal* and *At or Above Proficiency*. They have moved more students up to *Proficient* and *Goal*. Southington ranked approximately tenth when compared to other districts within the DRG.
- In Grade 10, some fluctuation, but an upward trend, when reviewing the *At or Above Goal* scores. When reviewing the *At or Above Proficiency* scores, they are very solid. Southington ranked fifth out of twenty-four in *At or Above Goal* and tenth *At or Above Proficient*.
- CMT Grade 5 and Grade 8 started in 2008 so there are only two cohorts that have gone through. When you look at the cohort, the numbers show longitudinal growth.
- Comparing the percentages does not tell the story of the success that's taking place. He believes that the true success is when you see the ranking between the districts within the DRG.
- Mr. Duffy met with all administrative staff to discuss specifics at the schools, working to set goals.

Transitioning

- Transitioning to the new state standards.
- Some of the new science standards and are being embedded.
- They introduced Invention Convention with the Grade 4 students and are continuing that program.
- Engineering curriculum units are being blended and will be implemented into the classroom this year.
- At both middle schools, they are working with STEM units. Working within the standards, but developing STEM units. Schools are working and learning together.
- At the middle schools, they are bringing a Science and Engineering Fair. Details to follow. This is very early in the developmental stages.
- At the high school, they have a technology pilot.
- They are moving forward; however, the district is still bound by the current standards. Knowing the direction that the state is heading, they are incorporating the new into the current.

Mr. Duffy shared some examples of how the questions might change from the current CMT to one using the new standards. At the elementary level, the majority of the test questions are multiple choice and are specific to content knowledge. When reviewing a sample of a Grade 8 question, there is a great deal of reading comprehension. You need to understand the scientific process. The samples shared are what possible assessment items might look like for students.

Mrs. Carmody thanked Mr. Duffy for the presentation and stated that the Curriculum and Instruction Committee looks forward to working with him as they move forward with the revision of the curriculum.

Mr. Oshana understood and appreciated Mr. Duffy's presentation and update pertaining to the scores. He questioned the numbers. When compared to the DRG, numbers go up. However, if they compare the numbers to themselves, the numbers look different. When he reviews the numbers, it seems that the students' scores go down as they progress into the upper grade levels. Mr. Duffy explained that the tests are very different at the elementary, middle, and high school levels. Mr. Oshana would think that, as the students move into the higher grades, their tests would get harder and the students would be taught more, and learning more. He wondered why the numbers are actually going down. Mr. Duffy explained that, with the two cohorts, they aren't taking the same test in Grades 5, 8, and 10. State averages go down. This doesn't tell the story because the tests are dramatically different with different results.

Mr. Oshana asked if the district is expecting the grades to drop as the students get older. Mr. Duffy stated that is not the case. They need to focus on how many students went from *Basic and Below Basic* to *Proficient* and how many went from *Goal* to *Above Goal*. He believes that is the number that is better to consider. Ideally, at each grade level, he would like the scores to increase.

Mr. Goralski asked if the student preference would make a difference. For example, as students get older, science gets harder. Therefore, some students might get more involved with

language arts and others with science. Mr. Duffy stated that there are many factors. In science, they test everyone. That is not the same in other disciplines. This has an impact on the scores. He is proud that everyone is taking the test. All needs are addressed within the classroom. He believes that they have room to grow when moving students from *Goal* to *Above Goal*.

Mr. Derynoski shared that each year the Below Proficiency number seems to be getting smaller. He feels that is more significant improvement and would like to see those numbers in another presentation.

Mrs. Queen asked similar questions. When reviewing the grade levels and comparing it to the DRG data, the district increases in their ranking in terms of where they fall within the DRG. She wondered if there's a big leap in what's expected in Grade 10 as opposed to Grade 8. Mr. Duffy stated that there is a leap in the test. The test within the two-year span is more challenging. Mrs. Queen wondered if it is challenging to get the students to reach that leap. Mr. Duffy stated that it was more challenging, and there are a number of ways they are working to address that in the curriculum. There are very broad standards for ninth and tenth grade. There are difficult areas to reach in a single year. Teachers have commented that in April, May, and June, they are preparing them for a test in early March. They are giving up a full year of instruction to prep for this test. The CAPT test was designed as a measure of how well districts implement state curriculum. It was not designed to measure the proficiency of individual students. It hasn't been redesigned in ten years. Small modifications have been made, but they are not standards based. There are some weak spots within the standards.

Mr. Oshana is not criticizing and he is appreciative of the Mr. Duffy's work. He would like to see another report with longitudinal data in Southington. He doesn't know if comparing according to the DRG means anything. He feels that you go up and things get harder and the education gets more intense. He would expect to see grades stay at the same level or go up. Mrs. Smith stated that she had that data and would provide it to the Board.

Mrs. Lombardi shared that she believes that the district is in a good place. She appreciates all the data and what it's saying; however when she sees the enrichment program and the science programs in the district, it shows her the impact that Mr. Duffy and Ms. Riedinger are making.

Mr. Duffy stated that he would be happy to return to the Board in November to share a more detailed report.

8. Committee Reports

a. Policy and Personnel Committee Meeting ~ September 23, 2014

Mrs. Clark reported that the committee reviewed the Director of Technology position and the review of the Attendance Policy. The committee will be working with Mr. Connellan to review the director, network manager, and software specialist positions. The committee will be reviewing the job descriptions for these positions and additional information is forthcoming.

They also reviewed Attendance Policies #5112 and #5113. The guidelines set forth by the State Board of Education are rather detailed. It was agreed that the administration will work with a committee of principals to help with the revision of these policies.

9. OLD BUSINESS

a. Town Government Communications

Mr. Goralski shared that he and Mrs. Carmody attended the Planning and Zoning Plan of Conservation meeting the previous evening and they have an outstanding consulting firm that's handling the plan this year. They appear to have a solid plan for the future. Schools and public infrastructure of schools is one of the top three concerns.

Agenda item 10c signifies the start of the budget season for the Board of Education. He and Mrs. DiNello will meet to try to finalize the plan with the Board of Finance to address their current questions so they don't come up during the budget season.

b. Construction Update

Mr. Romano shared that the start of the school year was very successful. The construction at both schools is confined to specific areas and safety is priority. Work is ahead of schedule for the next phase, which is November 1. The auditorium at Kennedy Middle School is smashing.

Ms. Angela Cahill from Fletcher Thompson has left the firm for personal reasons and Mark Hopper is her replacement. He that feels this is a well-run team and they are in good hands.

Mrs. Johnson heard that the new technology was being rolled into the schools and she was surprised that the teachers will be using MacBooks instead of PCs. She also wondered if teachers would receive professional development on how to use the MacBooks. Mr. Goralski felt that this is more related to the technology plan in the district. Mrs. Smith stated that there was professional development for the high school staff, and the middle school staff has training scheduled.

The last meeting was postponed and they will be meeting on October 6.

c. 2013-2014 School Resource Officer Annual Report

Agenda item was moved to 7d.

d. Draft BYOD (Bring Your Own Device) Policy ~ Second Reading

MOTION: By Mrs. Clark, seconded by Mrs. Queen:

“Move that the Board of Education approve and adopt the Bring Your Own Device Policy, as presented by the Policy and Personnel Committee.”

Mr. Derynoski stated that the student representative brought up some interesting ideas and he would like the committee to review what they shared to ensure that their ideas are incorporated into the policy. It was explained that they would like to approve the policy, which is the first two pages, and the items mentioned by the student representatives would be included

in the regulations. The administration is responsible for the regulations, which are not required to be approved by the Board. Mrs. Smith stated that the policy adoption is the start, and the administration will review the regulations and share them with the Board at a future meeting. Mr. Goralski asked that the administration begin reviewing the regulations following the approval of the policy as soon as possible. Mr. Goralski asked that the administration consider adding to the section that states, “Devices cannot be used during assessments, unless otherwise directed by a teacher” the following words, “may be utilized for note taking.” Mrs. Smith stated that this is also being brought to the administration for their suggestions.

ROLL CALL: YES ~ Mrs. Carmody, Mrs. Clark, Mr. Derynoski, Mrs. Johnson, Mrs. Lombardi, Mrs. Notar-Francesco, Mr. Oshana, Mrs. Queen, and Mr. Goralski.

Motion carried unanimously by roll call 9 – 0.

10. NEW BUSINESS

a. CMT / CAPT Science Results

Agenda item was moved to 7 e.

b. Letter of Agreement ~ Grant Writer 2014-2015

MOTION: By Mrs. Lombardi, seconded by Mrs. Notar-Francesco:

“Move that the Board of Education extends the Letter of Agreement to Christine Boulanger to cover the 2014-2015 School Year, as presented.”

Motion carried unanimously by roll call 9 – 0.

c. Budget Assumptions/Priorities for 2015-2016

After lengthy discussion to review the assumptions and priorities the Board agreed to the following revisions:

- Bullet #4: Currently reads: “Salaries and benefits will increase based on commitments incurred through collective bargaining agreements.” Mrs. Lombardi proposed that they remove the word *increase* and replace it with the word *be*.
- Bullet #2: Keep the word *sequestration*.
- Bullet #2: Add to that bullet, “*Further reduced by sequestration legislation and reduction of grants and other supports to local communities.*”
- Bullet #4: Following the words, “...collective bargaining agreements,” add “*and other employment agreements.*”
- Under Priorities: Add a bullet to the end of the section that reads, “*Continue to monitor and update the security and well-being of the infrastructure of our facilities, student, and staff.*”

MOTION: By Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move that the Board of Education adopt the Budget Assumptions and Priorities for 2015-2016, as amended by the Board.”

Mrs. Johnson asked what the difference in revisions was from this year and last year. The administration will provide the Board with a copy of last year’s and a copy of this year’s that includes the recommended amendments.

ROLL CALL: YES ~ Mrs. Carmody, Mrs. Clark, Mr. Derynoski, Mrs. Johnson, Mrs. Lombardi, Mrs. Notar-Francesco, Mr. Oshana, Mrs. Queen, and Mr. Goralski.

Motion carried unanimously by roll call 9 – 0.

d. AFSCME Local 1303-140 of Council #4 Nurses Contract

MOTION: By Mrs. Notar-Francesco, seconded by Mrs. Queen:

“Move that the Board of Education approve the contract between the AFSCME Local 1303-140 of Council #4 Nurses and the Southington Board of Education.”

ROLL CALL: YES ~ Mrs. Carmody, Mrs. Clark, Mr. Derynoski, Mrs. Johnson, Mrs. Lombardi, Mrs. Notar-Francesco, Mr. Oshana, Mrs. Queen, and Mr. Goralski.

Motion carried unanimously by roll call 9 – 0.

e. Knightvertising Funding Request

Mr. Goralski stated that the Board received a copy of a letter sent to Mr. Connellan and referenced at the last meeting. Mr. Goralski provided a hard copy to the Board that includes all the activity from that Knightvertising account.

MOTION: By Mrs. Carmody, seconded by Mrs. Queen:

“Move that the Board of Education approve the request for Knightvertising funding to support completion of the concession stand at Southington High School with the installation of a hood and Ansell system at a cost not to exceed \$9,000, and that all invoices are submitted through the Director of Business and Finance. The remaining balance will be transferred to the Southington High School activity account under the direction of Dr. Semmel for other student needs at Southington High School.”

Mr. Oshana confirmed that the Knightvertising money had a specific purpose. This vote would say that we would move the money that was purposed to one item and transfer it to another account. Mr. Goralski referred the Board to the minutes from the Finance Committee meeting. When this was created, its intention was to make this a business entity for the business students. With that fund, 75 percent was going into an activity account as a holding space. The 25 percent allocated to the high school business department was spent and utilized. This information was confirmed by Ms. Pedrolini. The amount spent may actually have exceeded the 25 percent.

Mrs. Carmody shared that they had an advisory committee. The advisory committee always reviewed the money left and then would distribute the money to different organizations. No money was distributed over the past two years. They now have a request for \$9,000 for the concession stand, which will benefit the community. Mrs. Notar-Francesco explained that they did not have this information at the Finance Committee meeting when this was discussed. After gathering the additional information, it's clear that this request is worthwhile and should be supported.

Mr. DeFeo sent an email to Mr. Goralski and asked that he refer the Board to Mrs. Queen and if they have additional questions, to contact Mr. DeFeo directly. The Board thanked Mr. DeFeo for all his work. The information provided was very helpful. Mrs. Queen also stated that the water department donated time. This began with Ms. Helen Henne, and this funding will take this to the next level that is part of an ongoing vision. She is excited with everyone coming together to make this happen.

Mrs. Johnson asked about facility management. Mrs. Queen represents the Board on the Facility Use Committee. There are other groups that are currently using the facility. Of the groups using the concession stand, none are cooking. The logistics and procedures still need to be worked out. Mrs. Queen has a list of items to work on and will bring these items to the next Facility Advisory meeting.

Mr. Derynoski stated that it's still the Board of Education's responsibility because the concession stand is on school grounds. We need to identify who will be responsible for cleaning and maintaining. Mr. Goralski stated that it's a shared responsibility and it's not the responsibility of the Board of Education maintenance staff. If the bleachers need work, it will be a community discussion with shared responsibility.

Mr. Derynoski expressed that the Board still needed to be cautious because it is on school grounds. It was explained that this is part of the vision and why it's not called the turf advisory, but the Facility Advisory Committee.

Mrs. Queen stated that she would like to set up policies and expectations that include a checklist. Mrs. Clark stated that at the end of the day, with further discussion and groups involved and meeting with the committee, the entire community can benefit from this. However, the ground rules for use of the concession stand are not yet laid out, and they need to be.

Mr. Goralski stated that this will not be about making money; however, if a soccer booster club wants to use the concession stand to raise money for their group, they have that opportunity. Mrs. Queen will follow-up with the Board following her Facility Advisory Committee meeting.

ROLL CALL: YES ~ Mr. Derynoski, Mrs. Johnson, Mrs. Lombardi, Mrs. Notar-Francesco, Mr. Oshana, Mrs. Queen, Mrs. Carmody, Mrs. Clark, and Mr. Goralski.

Motion carried unanimously by roll call 9 – 0.

f. Student Expulsion, 2014-2015-01

MOTION: by Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move to expel student 2014-2015-01, as stipulated by the Superintendent of Schools.”

Motion carried unanimously by voice vote 9-0.

g. AESOP Services

MOTION: by Mr. Derynoski, seconded by Mrs. Notar-Francesco:

“Move to approve that the administration secures the AESOP Services, as submitted to the Board.”

Mrs. Hunt shared that they currently have a part time person who makes calls to secure substitutes. That position includes evenings and early morning hours. AESOP is an automated system that allows staff to login to the system and book their days in advance. They can state the days they are available and assign themselves to a specific school. If there’s a position that does not get filled, it will make an automated call to the substitute list and prompt them to press the number one if they are available and press number two if they are not available.

Mrs. Hunt spoke with surrounding districts that are extremely happy with the system. Another advantage of these services is that substitutes can book themselves into a slot one-month in advance. Principals will also have access to the system and can check on the status of substitutes at any time. Each morning, the personnel office staff will monitor the report for the day.

This system would replace a part time staffing position that is currently being temporarily filled by one of the full time employees in the personnel office. It will take time for staff to become familiar with the process; however, the system is very user friendly and Mrs. Hunt is confident that it will be a preferred method for staff.

Mrs. Notar-Francesco stated that this sounds like a very efficient system and likes that the reports can be generated. Mrs. Hunt confirmed that this would allow substitutes to better plan their schedules, which should result in better coverage for the district. Additional benefits are that it will help for tracking for health care and will link to the timecard program that the district is in the process of acquiring.

Mrs. Hunt explained that the company would take approximately four weeks to set up the district. This is an online program and there would be a train-the-trainer approach for implementation throughout the district.

MOTION: Mr. Derynoski amended the motion, and it was seconded by Mrs. Notar-Francesco:

“Move to approve that the administration secures the AESOP Services as submitted to the Board and send the transfer request from the Business office to the Finance Committee for review.”

ROLL CALL: YES ~ Mrs. Johnson, Mrs. Lombardi, Mrs. Notar-Francesco, Mr. Oshana, Mrs. Queen, Mrs. Carmody, Mrs. Clark, Mr. Derynoski, and Mr. Goralski.

Motion carried unanimously by voice vote 9-0.

11. ADJOURNMENT

MOTION: by Mr. Derynoski, seconded by Mr. Oshana:

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 9:52 p.m.

Respectfully submitted,

Michelle Passamano

Recording Secretary