

*The minutes presented within this document provide a summary of the discussion that took place at the Board of Education meeting. For the complete discussion of the agenda items, please view the video of the Board meeting on our website at [www.southingtonschools.org](http://www.southingtonschools.org). These minutes are considered a draft until approved at the following regular Board of Education meeting.*

## **SOUTHINGTON BOARD OF EDUCATION**

### **SOUTHINGTON, CONNECTICUT**

#### **REGULAR MEETING**

**APRIL 28, 2016**

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The regular meeting of the Southington Board of Education was held on Thursday, April 28, 2016 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 6:34 p.m.

Board members present: Mr. Robert Brown, Mrs. Terri Carmody, Mrs. Juanita Champagne, Mrs. Colleen Clark, Mr. David Derynoski, Mr. Zaya Oshana (*arrived at 6:45 p.m.*), Mrs. Patricia Queen. Absent: Mrs. Terry Lombardi.

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; and Mrs. Sherri DiNello, Director of Business and Finance.

**MOTION:** by Mr. Derynoski, seconded by Mrs. Clark:

**"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Student Expulsion, Personnel, Non-Renewals of Interim Teachers and Paraprofessional Negotiations, and upon conclusion reconvene to public session."**

**Motion carried unanimously by voice vote.**

#### **2. EXECUTIVE SESSION TO DISCUSS STUDENT EXPULSION, NON-RENEWALS OF INTERIM TEACHERS AND PARAPROFESSIONAL NEGOTIATIONS**

Mr. Goralski declared Executive Session ended at 7:20 p.m.

#### **3. RECONVENE MEETING ~ REGULAR SESSION**

The regular session was reconvened at 7:33 p.m. by Mr. Goralski, Chairperson.

Board members present: Mr. Robert Brown, Mrs. Terri Carmody, Mrs. Juanita Champagne, Mrs. Colleen Clark, Mr. David Derynoski, Mr. Zaya Oshana and Mrs. Patricia Queen. Absent: Mrs. Terry Lombardi.

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mr. Stephen Madancy, Assistant Superintendent; Mrs. Sherri DiNello, Director of Business and Finance; Mr. Peter Romano, Director of Operations; and Ms. Margaret Walsh, Director of Pupil Services.

Student Representatives present: Mr. Christopher Iverson, Miss Samantha Martins.

#### **4. PLEDGE OF ALLEGIANCE**

The student representatives led in reciting the Pledge of Allegiance.

Mr. Goralski called for a moment of silence in memory of the following people who recently passed away:

- 1) Joseph Cipollini was employed as a secondary science and gifted education teacher by the Southington Public Schools since August 1983 until his passing. He was the Emblem Advisor from August 2011 until January 2011 and Summer School Program science teacher from 2012-2015.
- 2) Mary Wielgosh was a retired food service employee who worked in the cafeteria at the former Milldale School.

#### **5. APPROVAL OF MINUTES ~ March 24, 2016**

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

**“Move to approve the regular Board of Education minutes of March 24, 2016, as submitted.”**

**Motion carried unanimously by voice vote.**

#### **6. COMMUNICATIONS**

##### **a. Communications from Audience**

There was no audience communication.

##### **b. Communication from Board Members**

**MOTION:** by Mrs. Carmody, seconded by Mrs. Clark:

**“Move to move Agenda Item 10.e ‘Curricula Approvals’ to Agenda Item 8.b.1.”**

**Motion carried unanimously by voice vote.**

**MOTION:** by Mrs. Carmody, seconded by Mr. Oshana:

**“Move to move Agenda Item 10.f ‘Textbook Approvals’ to Agenda Item 8.b.2.”**

**Motion carried unanimously by voice vote.**

**MOTION:** by Mrs. Carmody, seconded by Mr. Derynoski:

**“Move to move Agenda Item 10.h ‘Field Trip Approvals’ to Agenda Item 6.e.”**

**Motion carried unanimously by voice vote.**

**MOTION:** by Mrs. Carmody, seconded by Mrs. Clark:

**“Move to add Agenda Item 10.i ‘Student Expulsion 2015-2016-07’ to the agenda.”**

**Motion carried unanimously by voice vote.**

The Board members remarked on the following:

- The excellent way that central office administration and Kennedy School handled the recent passing of teacher, Joe Cipollini.
- The Southington Community Theater will be performing the play “1776” the end of June with several well-known school employees in the cast.
- The South End School students will be performing the “Wizard of Oz” over upcoming weekend.
- Nancy Chiero, a teacher at Southington High School, will be honored Saturday, April 30 by the Chamber of Commerce. Also, the Middle School Building Committee will be honored with the Beautification Award for the Middle Schools.
- The Board congratulated Miss Samantha Martins for her induction into the National Honor Society.

**c. Communication from Administration**

Administration reported on the following:

1. Professional Development and Evaluation Committee: Mr. Madancy noted that this committee was formerly called “T-Eval.” The committee administered the Standards Assessment Inventory across the district. On Tuesday, April 26 the committee held a full-day retreat that included identifying the initiatives that they would like to address.
2. District-wide Instructional Technology Committee: A Technology Integration Specialist at Kennedy and DePaolo Middle School is doing his internship with Mr. Madancy and, as his leadership project initiative, helping to resurrect this committee that existed several years ago. Mr. Madancy reported on the current accomplishments of this 20-member committee. Mr. Goralski noted that Mrs. Lombardi was designated as the Board of Education representative serving on this committee.
3. Ed Leader 21 East Coast Professional Learning Day: On April 1, 2016, Mr. Connellan and Mr. Madancy brought a team of individuals to the Ed Leader East Coast Professional Learning Day in Boston with the focus on critical thinking. The team is in the process of finding the best way to share this information with the district. Mr. Ken Kay, who was the leader of this professional learning day in Boston, came to Southington on Monday to speak to the district’s Administrative Leadership Team. Mrs. Queen is reading the book The Leader’s Guide to 21<sup>st</sup> Century Education written by Ken Kay and Valerie Greenhill. She offered to share it with any Board member who would like to read it.

4. BOE / Town Collaboration – Clean Energy Grant: Mr. Romano reported that two energy grants were awarded to the town and designated for work with Titan Energy, which includes heating work at Derynoski. He met with Mrs. Annette Turnquist, Town Engineer, and discussed using the money to buy materials with the Board of Education maintenance staff installing them. They would use the money saved on labor for other energy conservation items. Mrs. Turnquist met with the grant originator to ensure there would be no problems doing this, which was approved. As a result, they will be purchasing products with the grant to complete five other projects. The maintenance staff will be performing these installations during normal working hours.

**d. Communications from Student Representatives**

Mr. Iverson reported on the following:

- Mr. Brino will be attending the University of Hartford, School of Engineering and Mr. Iverson will be attending Quinnipiac University, School of Business.
- The National Honor Society inducted 53 new members, including Samantha Martins.
- Scholarship information will be available on Friday, April 29.
- Academic Awards Night is Wednesday, May 11.
- Scholarship Night with official presentations is Thursday, May 19.
- The high school will be hosting a Student Art Show on Monday, May 16, 6:00 p.m. through 8:00 p.m.
- Mr. Iverson has senior dismissal, but does not leave school. He stays period 8 to do the bookkeeping for the athletic office. He stated that the athletic office is in dire need of accounting software such as Quickbooks.

Miss Martins reported on the following:

- Mr. Brino put together the “Unlocker Challenge” and Southington High School placed 24 out of 100 schools.
- The field trips abroad were a good opportunity for the students to practice their language skills authentically.
- DECA is currently in Nashville, Tennessee.
- The Robotics Team won the New England Championship and they are now in St. Louis, Missouri.
- Project-Lead-the-Way Senior Night is May 27, 2016.
- Junior Prom is Saturday, May 7, 2016 and Senior Prom is May 21, 2016.
- The Girls Rugby Team won against Cheshire 51 - 7.

**e. Field Trip Approvals** *(formerly Agenda Item 10.h)*

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

**“Move that the Board of Education approves the field trip request for students to travel to Costa Rica, Chile, and New York, as presented by the administration.”**

It is understood that all education regulations and policies have been followed during the arrangement of these trips, including the funding that has been handled by the school

comptroller. Additionally, all perspective students who are considering the trip were informed that travel insurance will be required for this trip as the Board continues to have concerns over the continuously changing information being broadcast regarding the Zika virus and its potential impact on tourists. It was recommended that at least one chaperone that is accompanying the student groups on international field trips has an international phone package allowing texting and lines of communication between home and abroad.

**Motion carried unanimously by voice vote.**

## **7. REPORT OF THE SUPERINTENDENT**

### **a. Personnel Report**

**MOTION:** by Mr. Derynoski, seconded by Mrs. Carmody:

**“Move to approve the Personnel Report as amended by the Superintendent of Schools.”**

The resignation of Mr. Richter had been rescinded.

**Motion carried unanimously by voice vote.**

## **8. COMMITTEE REPORTS**

### **a. Policy & Personnel Committee Meeting ~ April 18, 2016**

The committee discussed acceptable temperatures and climate in school facilities and reviewed three sample policies of energy management and conservation and selected one for adoption by the full Board on May 12 because Southington does not have such a policy in place. The committee also reviewed and recommended changes to the job descriptions for the Instructional Technology Coordinator and Teacher Leader, which will go before the Board for approval. The committee discussed the CABA policy review and how to manage the work flow to effectively process the large volume of policies for review. They discussed subscribing to the CABA quarterly update service to stay current on policy as state legislation dictates.

### **b. Curriculum & Instruction Committee Meeting ~ April 19, 2016**

The committee reviewed the World Language revised curriculum and discussed the shift and design of the new curriculum and the textbooks to be considered for adoption. They also reviewed the business curriculum documents and discussed the career and technical assessments that will be occurring in May. The committee discussed the proposed field trips to Costa Rica and Chile and concerns regarding the Zika virus. The committee also discussed course enrollment numbers in the elective areas and the impact that the early dismissal option, which is now available to seniors, has on certain course offerings. At the next Curriculum meeting, administration will bring back a three-year history on enrollment in elective courses and the rationale for the change to early dismissal.

#### **b.1 Curricula Approvals (formerly Agenda Item 10.e)**

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

**“Move that the Board of Education supports the request from the Curriculum and Instruction Committee to approve the revised curricula for Business and World Language.”**

**Motion carried unanimously by voice vote.**

**b.2 Textbook Approval** *(formerly Agenda Item 10.f)*

**MOTION:** by Mrs. Carmody, seconded by Mr. Brown:

**“Move that the Board of Education approves the purchase of the Spanish, French, and Latin World Language textbooks and eTexts that are endorsed by the Curriculum and Instruction Committee.”**

**Motion carried unanimously by voice vote.**

**c. Finance Committee Meeting ~ April 20, 2016**

The committee reviewed the Self-Insurance Report, Athletic Training RFP award, Custodial contracts, driver’s education program rental agreement at the high school, the current operating budget projection and the 25% hold on school supply budgets. They also discussed language options for extending contracts on bid awards. Mrs. Lombardi recused herself from discussing and voting on the Athletic Training RFP Award because her employer was one of the bidders.

**1. Athletic Training RFP Award**

**MOTION:** by Mrs. Clark, seconded by Mr. Derynoski:

**“Move to award Select Physical Therapy a three-year contract with the opportunity for extensions.”**

**Motion carried unanimously by voice vote.**

**2. Custodial Contracts (SHS & Municipal Center)**

The committee requested that Southington High School, Municipal Center, DePaolo and Kennedy Middle School and Derynoski Elementary School be bid for the 2017-2018 school year.

**MOTION:** by Mrs. Clark, seconded by Mr. Derynoski:

**“Move to extend the contract for one-year with Performance Environmental per their proposal dated March 25, 2016 for Southington High School and the Municipal Center.”**

**Motion carried unanimously by voice vote.**

**3. Custodial Contracts (DePaolo, Kennedy & Derynoski)**

**MOTION:** by Mrs. Clark, seconded by Mr. Brown:

**“Move to extend the contract for one-year with Capitol Cleaners per their proposal dated March 28, 2016 for DePaolo and Kennedy Middle Schools and Derynoski Elementary School.”**

**Motion carried unanimously by voice vote.**

**4. Rental – Driver’s Education Program**

The Next Street driver’s education program, previously named All-Star Driver, lease agreement will be expiring on June 30, 2016.

**MOTION:** by Mrs. Clark, seconded by Mr. Brown:

**“Move to approve a new three-year lease agreement with The Next Street driver’s education program at \$1,500 per 30-hour sessions.”**

**Motion carried unanimously by voice vote.**

**9. OLD BUSINESS**

**a. Town Government Communications**

Mr. Goralski reminded the Board of the Town Council meeting on May 9, 2016, 7:00 p.m. at the Municipal Center when they adopt all budgets. The Farm Heritage meeting scheduled for April 27 was postponed and moved to Friday, April 29 when they will address the RFPs received for the farm land on Bellevue Avenue. The Facilities Advisory Committee is moving forward with advertising and seeking out potential sponsors.

**b. Construction Update**

Mr. Romano reported that the Derynoski Fire Alarm upgrade to the components was completed during the April spring break without and problems. The Southington Fire Department and Building Department has approved the work. He expected the closeout documents from the contractor next week.

The Board discussed Greenskies putting solar panels on the Hatton School roof, which is 15 years old with a 20 year life and whether the roof design could take the weight of the solar panels. Hatton’s roof was completed in 2003. Mr. Romano was concerned with placement over the cafetorium and gymnasium. The agreement is that Greenskies will produce a Connecticut stamped PE engineered drawing with the calculations to put the panels on that area, which he will have a local engineer review independently. It has to be made very clear as to who is going to cover the cost if the roof needs to be repaired or replaced.

**10. NEW BUSINESS**

**a. Mid-Year Report on Superintendent’s Objectives**

The superintendent’s objectives will be reviewed in September and January moving forward. The Board was pleased with the working document and the detailed cover letter.

**b. Southington High School Graduation Date**

**MOTION:** by Mrs. Carmody, seconded by Mr. Brown:

**“Move to approve Friday, June 10, 2016 as the date for Southington High School graduation.”**

**Motion carried unanimously by voice vote.**

**c. Non-Renewals of Interim Teachers**

**MOTION:** by Mrs. Carmody, seconded by Mr. Brown:

**“Move to non-renew the contracts of staff operating under the Elementary Counseling Grant; operating as one-year interim long-term substitutes; operating as substitutes over 40 days; operating as re-employed teachers under the Teacher Retirement Board re-employment rules, as presented by the Superintendent.”**

**Motion carried unanimously by voice vote.**

**d. SHS Civil Rights Compliance Review by State Board of Education**

Mr. Connellan explained that the State Board of Education does a periodic review at the high school initiated through the department that oversees Career and Technical Education (CTE), which was last reviewed 11 years ago. After the current review, the state issued a report detailing areas of non-compliance regarding certain aspects of civil rights and equity in programs. The administrative team is putting together a voluntary compliance plan to address this and will collaborate with other town administrative and policy making officials. Board members discussed the gifting of items from Booster Clubs that leads to inequity in programs. Mr. Connellan will address the unrealistic timeline with the Commissioner of Education for submitting a compliance plan.

**e. Curricula Approvals *(Moved to Agenda Item 8.b.1)***

**f. Textbook Approvals *(Moved to Agenda Item 8.b.2)***

**g. Job Description Approvals**

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

**“Move that the Board of Education approve the revised Teacher Leader job description and the proposed Instructional Technology Coordinator position as recommended by the Policy and Personnel Committee.”**



**Motion carried unanimously by voice vote.**

**h. Field Trip Approvals** (*Moved to Agenda Item 6.e*)

**i. Student Expulsion 2015-2016-07**

**MOTION:** by Mrs. Carmody, seconded by Mrs. Clark:

**“Move to expel student 2015-2016-07 as stipulated by the Superintendent of Schools.”**

**Motion carried unanimously by voice vote.**

## **11. ADJOURNMENT**

**MOTION:** by Mr. Derynoski, seconded by Mr. Brown:

**“Move to adjourn.”**

**Motion carried unanimously by voice vote.**

The meeting adjourned at 8:55 p.m.

Respectfully submitted,  
*Linda Blanchard*  
Recording Secretary