

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. These minutes are considered a draft until approved at the following regular Board of Education meeting.

**SOUTHINGTON BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT
REGULAR MEETING
JUNE 23, 2016**

The regular meeting of the Southington Board of Education was held on Thursday, June 23, 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 6:35 p.m.

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

Administration present: Mr. Timothy Connellan, Superintendent of Schools; and Mr. Steven Madancy, Assistant Superintendent for Curriculum and Instruction.

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

"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Legal Matter and Unaffiliated Employees, and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

2. EXECUTIVE SESSION TO DISCUSS LEGAL MATTERS AND UNAFFILIATED EMPLOYEES

Mr. Goralski declared Executive Session recess at 7:42 p.m.

3. RECONVENE MEETING ~ REGULAR SESSION

The regular session was reconvened at 7:50 p.m. by Mr. Goralski, Chairperson.

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

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent for Curriculum and Instruction; Mrs. Sherri DiNello, Director of Business and Finance; and Mr. Peter Romano, Director of Operations. Administrator absent: Ms. Margaret Walsh, Director of Special Services.

4. PLEDGE OF ALLEGIANCE

5. APPROVAL OF MINUTES ~ June 9, 2016

MOTION: by Mr. Oshana, seconded by Mrs. Lombardi:

“Move to approve the regular Board of Education minutes of June 9, 2016, as submitted.”

Motion carried by voice vote; six Board Members in favor and one Board Member abstained.

6. COMMUNICATIONS

a. Communications from Audience

The following audience members addressed the Board of Education regarding the nonrenewal of the Hartford Healthcare contract for Occupational Therapists and Physical Therapists:

1. Katrina Toce, 114 LePage Drive - Parent
2. Christopher Kelly, 18 Franklin Street – Parent
3. Kelly Judge, 38 Clover Meadow Court – Parent
4. Susan Spatafore, 11 Walkley Drive – Hartford Healthcare Employee

Three parents who were part of the audience spoke of their concerns of not renewing the contracted OT/PT services with the Hartford Healthcare Rehab Network and the school district hiring OT/PT employees to provide these services. A common concern amongst the group is the one-month transition time that is anticipated for the newly hired employees to work with the current contracted workers from Hartford Healthcare. The parents requested that the administration keeps open communication with the families and understand the importance of an effective transition plan. Other concerns mentioned were the number of employees they were looking to hire, the experience of new employees, the cost of the equipment that will be required to meet the needs of the students, and if the Board of Education has considered all costs associated with insourcing. They requested that the administration and the Board of Education consider having a meeting with parents who are affected by this change so they can share their concerns and have a two-sided dialogue.

Ms. Susan Spatafore, Occupational Therapist Supervisor currently working in the district, shared that she appreciated having the opportunity to serve in Southington. She stated that it has been a privilege to be part of the Southington Public Schools and believes that they have gone above-and-beyond to support the employees and students. She stated that it was important for her to take the opportunity to approach the administration and the Board of Education to express her thanks and gratitude.

Mr. Goralski stated that all concerns and questions should be directed to Mr. Connellan, Superintendent of Schools, and Ms. Walsh, Director of Pupil Services.

b. Communication from Board Members

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- Mr. Goralski stated that there is a Special Board of Education meeting on Monday, June 27, 2016. Five Board Members are planning on attending. Additional Members interested in attending should notify Mr. Goralski.
- Mr. Goralski plans on canceling the July meeting and he will ask Mrs. Albaitis to poll the Board regarding the August meeting. That meeting is scheduled for August 11, 2016; however, they may need to move the date to August 18, 2016.

c. Communication from Administration

1. Certified Staff Evaluations: Mr. Connellan reported that all certified staff evaluations are complete.
2. District Hiring Status - update: The district is in a great place with hiring. The majority of the existing positions are filled.
3. Instructional Technology Coordinator - update: Mr. Madancy announced that they hired Rebecca Savelkoul who currently lives in North Dakota and is moving to Connecticut this summer. She is working in the same role in a district twice the size of Southington and she was the clear choice for the committee. When she arrives in Connecticut, Mr. Madancy will coordinate her being introduced at a Board of Education meeting.
4. Mrs. DiNello was excited and proud to announce that Ms. Deborah Stevens, Southington Paraeducator of the Year, was selected to move forward as a semi-finalist for the Connecticut Paraeducator of the Year.

7. COMMITTEE REPORTS

a. Finance Committee Meeting ~ June 14, 2016

Mrs. Clark reported that the Finance Committee met on June 14 and they reviewed the self-insurance report, a bid award, as well as the purchase plan for the end-of-year balance. While they aren't sure of the amount of funds that will be available, the committee approved the request from the administration allowing them to use any end-of-year funds toward the purchase of new textbooks or supplies and furniture for a possible new kindergarten classroom.

1. Bid Award - #2017-BID-08 ~ Toilet Tissue, Rolled Hand Towels, Foam Hand Soap

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

“Move to award Bid#2017-BID-08 for Toilet Tissue, Rolled Hand Towels, and Foam Hand Soap as recommended by the Finance Committee.”

Motion carried by voice vote.

2. 2015-2016 Purchase Plan

MOTION: by Mrs. Clark, seconded by Mr. Oshana:

“Move to approve the 2015-2016 Purchase Plan as recommended by the Finance Committee.”

Motion carried by voice vote.

8. OLD BUSINESS

a. Town Government Communications

Mr. Goralski reported that he communicated with the full Board following the two special meetings he attended that week. The end result wasn't what they were hoping for and they are frustrated that the budget is still not resolved at the state level. Mr. Goralski believes that the state delegation is doing their best; however, by not having resolution, this did affect the district.

b. Construction Update

Mr. Romano reported that work has moving forward with high school atrium project and they are on schedule.

Mr. Goralski stated that there was another glycol mishap at Kennedy Middle School. He spoke with the contractor and they are taking care of the issues. There was a flaw with the fittings that were used for the project and they are currently repairing the problem. This repair is under warranty.

11. NEW BUSINESS

a. Reallocation/Adoption of 2016-2017 Operating Budget

Mr. Connellan stated that since the initial reduction, they have been working on finding solutions with the least impact in the classroom and allowing the district with the greatest amount of flexibility moving forward. They are confident that the document presented is the best solution.

Mrs. DiNello reviewed the reallocation plan for the 2016-2017 Operating Budget. The district is currently sitting with a 2.95% increase, leaving the Board with a reallocation amount of \$592,820. Mrs. DiNello reviewed each line item presented in the attached document (*Attachment A*).

There were some questions about the personnel positions. Mrs. DiNello explained that based on this reallocation plan, they have the FTEs set-aside so the administration can move forward in hiring staff as the enrollment changes throughout the summer. While hiring updates are normally brought to the Board for approval in August, this plan will not require the approval at the August meeting; therefore, changing the date of the August Board of Education meeting to August 18 will not affect the hiring of new staff.

MOTION: by Mrs. Queen, seconded by Mr. Derynoski:

“Move to adopt the 2016-2017 Operating Budget with the recommended adjustments as presented.”

There was additional discussion about what the administration would view as priority items to return to the budget if funds were available. Mr. Connellan explained that the first

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priority is personnel and class sizes, and then the administration would revisit the list and develop a plan. Everything on the list is important.

They Board questioned what the administration recommends in reference to the feasibility study. Mr. Connellan stated that they will need an in-depth enrollment study by an independent company. He believes that with the dollars they have budgeted, they can get the in-depth enrollment study that they need.

ROLL CALL VOTE: YES – Mrs. Clark, Mr. Derynoski, Mrs. Lombardi, Mrs. Champagne, Mr. Oshana, Mrs. Queen, Mr. Goralski. **Motion carried unanimously.**

b. Draft Policy #3524.1, Pesticide Application ~ Second Reading

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

“Move that the Board of Education approve the adoption of policy #3524.1, Pesticide Application, as recommend by the Policy and Personnel Committee.”

Motion carried by voice vote.

c. Draft Policy #5113, Attendance and Excuses ~ Second Reading

MOTION: by Mrs. Queen, seconded by Mr. Oshana:

“Move that the Board of Education approve the revised policy #5113, Attendance and Excuses, as recommended by the Policy and Personnel Committee.”

Motion carried by voice vote.

d. Compensation for Unaffiliated Employees for 2016-2017

Mr. Goralski stated that Compensation for Unaffiliated Employees would be discussed when they resume in executive session. He moved to agenda item 9 e., Year End Report on 2015-2016 Superintendent’s Goals.

e. Year End Report on 2015-2016 Superintendent’s Goals

MOTION: by Mrs. Queen, seconded by Mrs. Champagne:

“Move that the Board of Education accept the Superintendent’s 2015-2016 End of the Year Goals as presented.”

The Board recognized the work of the Superintendent and highlighted many of the accomplishments. It was stated that Mr. Connellan’s goals were ambitious and the Board requested that more information be presented at future Board of Education meetings. Items of interest include Personalized Learning, Mastery Based Learning, SchoolNet, and the District Technology Plan. Mr. Connellan will include curriculum updates at future meetings.

Motion carried unanimously by voice vote.

The Board reconvened to executive session at 9:00 p.m.

d. Compensation for Unaffiliated Employees for 2016-2017

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

“Move to approve non-union salaries and wages on the grid as presented by the administration.” (Attachment B)

Motion carried unanimously by voice vote.

f. Evaluation of Superintendent of Schools 2015-2016 and Compensation 2016-2017 (After Executive Session)

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

“Move to extend the Superintendent’s contract through June 30, 2019 with a salary commencing July 1, 2016 of \$191,000 and the Board’s contribution to his TSA increasing by \$1,000.”

Motion carried unanimously by voice vote.

Mr. Goralski stated that the Board has completed the Superintendent’s evaluation and he will prepare a press release (Attachment C).

12. ADJOURNMENT

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

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 11:00 p.m.

Respectfully submitted,

Michelle Passamano

Recording Secretary

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**Southington Public Schools
Operational Budget Recommended Adjustments
2016-2017**

BOE Operational Budget Request 2016-2017	92,901,729	3.61%
BOF Approved Operational Budget	92,651,729	3.33%
Town Council Approved Operation Budget (May 9, 2016)	91,782,992	2.36%
Appropriation (added June 22, 2016)	525,917	
Approved BOE Operational Budget	92,308,909	2.95%
Reductions Needed	592,820	

SALARIES

11300 New Personnel

SHS-Teachers FTE 2	0	} Available to reallocate back to elementary based on class size.
JAD-Teacher Technology Integration Specialist FTE .5	0	
JFK-Teacher Technology Integration Specialist FTE .5	0	
Teacher-Library Media FTE 1	0	
PES-Literacy Specialist FTE .5	(24,300)	
System wide Literacy Coach FTE .5	(48,684)	
System wide Math Specialist FTE 1	(48,600)	
System wide TESOL Certified Teacher FTE .4	(19,440)	
11300 Teacher salaries- Teacher Leader position vacant	(48,600)	} Will not fill until Elementary Class Sizes determined.
11300 Teacher salaries – (Turnover \$36,767*3)	(110,301)	
12150 Retirement Compensation-Accumulated sick payout	61,960	
12510 Athletic Trainer Services	(17,100)	

BENEFITS

20410 Unemployment Compensation	(15,000)
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PURCHASED SERVICES

32120 Electricity	(55,000)
32135 Contracted Custodial	(15,760)
CEN Internet connection (State funding eliminated)	14,772

SUPPLIES

41650 Gas Heat (Titan Energy projections received and reduction forecasted from their review)	(40,000)
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EQUIPMENT

54100 Kelley School-Chrome Books (pay from approved Technology grant)	(6,687)
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SPECIAL EDUCATION

New Personnel ~ Teacher salaries – add K-2 teacher	48,600
83370 Out of Town Tuition	(66,500)

**Southington Public Schools
Operational Budget Recommended Adjustments
2016-2017**

74000	MAJOR PROJECTS & EQUIPMENT		
	Smartboard Packages (pay from approved Technology grant)	(45,140)	} Fund via tech grant
	System wide Lease for Phone System upgrade	(41,040)	
	Technology Lease (reduced and hold until elementary class sizes are determined)	(47,000)	
	Contracted Painting	(50,000)	
	Feasibility Study	(25,000)	
	TOTAL ADJUSTMENTS	-592,820	
	BUDGET IN BALANCE	0	

Non Union Approved Salary and Wages

POSITIONS ~ CERTIFIED ADMINISTRATORS	2016-17 ~ ADOPTED
ASSISTANT SUPERINTENDENT	\$158,000
DIRECTOR OF PUPIL SERVICES	\$146,100
DIRECTOR OF BUSINESS AND FINANCE	\$142,000
CLASSIFIED ADMINISTRATORS	
OPERATIONS DIRECTOR	\$112,000
TECHNOLOGY DIRECTOR	\$130,875
SUPERVISOR of BLDG & GRDS	\$88,700
ACCOUNTING MANAGER	\$74,700
PERSONNEL MANAGER	\$80,050
OTHER STAFF	
TECHNOLOGY ANALYSTS	\$50,149-\$67,835
(lead tech analyst) stipend	\$2,175
SOFTWARE SPECIALIST	\$28.79
TECHNOLOGY ASSISTANT	\$14.35
AUDIO VISUAL TECHNICIAN	\$55,623
PAYROLL SUPERVISOR	\$30.43
MAINTENANCE FOREMAN	\$72,959
EXECUTIVE ASSISTANTS	
EXECUTIVE ASSISTANT SUPERINTENDENT	\$36.02
EXECUTIVE ASSISTANT ASST. SUPERINTENDENT	\$31.21
EXECUTIVE ASSISTANT DIR BUS & FIN.	\$29.29
PART TIME CERTIFIED STAFF	
SUMMER SCHOOL DIRECTOR	\$6,377
JUMP START DIRECTOR	\$4,646
CONT. EDUCATION DIRECTOR	\$13,218
OTHER STAFF	
BOARD MEETING SECRETARY	
PT. TIME CUSTODIAN	\$14.73-\$15.58
SCHOOL PHYSICIAN	\$ 12,755
MATRONS	\$ 16.58
CROSSING GUARDS	\$17.00 per shift
PART TIME CLERKS	\$15.66-\$19.86
ESY/ JUMPSTART AIDES	\$9.05-\$9.64
ESY/JUMPSTART PARAS (nonunion)	\$11.60-13.83
SUBSTITUTE PARAS	\$ 10.67
SUBSTITUTE CUSTODIANS	\$ 14.40
SUBSTITUTE NURSES	\$ 20.29
SUBSTITUTE SECRETARIES	\$ 12.80
TUTORS- MATH & LITERACY	\$ 20.12
ELL TUTORS	\$15.36-\$21.78
HALL MONITORS DES	\$ 11.10
SUBSTITUTE TEACHERS	\$85-\$100 per day
NON UNION LPN	\$ 22.31
MEETING VIDEOGRAPHER	\$100/Meeting
ABA PROGRAM	
BCBA	\$ 87,029
BCBA Assistant	\$ 62,912
ABA THERAPIST	
FUNDED OUTSIDE OF OPERATING BUDGET	
FOOD SERVICE DIRECTOR	\$ 68,957
SECY/BOOKKEEPER LUNCH	\$ 25.91
FOOD SERVICE CLERK	\$ 15.35
EARLY CHILDHOOD COLL. - DIRECTOR	\$ 41,208
EARLY CHILDHOOD COLL. - PROGRAM COORD.	\$ 18.72



SOUTHINGTON PUBLIC SCHOOLS

Press Release

For Release:

Brian S. Goralski, Board Chairman
Southington, Connecticut

**SOUTHINGTON BOARD OF EDUCATION
CHAIRMAN'S STATEMENT
REGARDING SUPERINTENDENT OF SCHOOLS
ANNUAL EVALUATION
June 23, 2016**

TIMOTHY F. CONNELLAN
SUPERINTENDENT OF SCHOOLS

STEVEN G. MADANCY
ASSISTANT SUPERINTENDENT
FOR CURRICULUM AND
INSTRUCTION

BOARD OF EDUCATION

BRIAN S. GORALSKI
BOARD CHAIRPERSON

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JUANITA CHAMPAGNE

DAVID J. DERYNOSKI

TERRY G. LOMBARDI

ZAYA G. OSHANA

PATRICIA A. QUEEN

The Southington Board of Education conducted their annual evaluation of the Superintendent of Schools, Timothy F. Connellan, on Thursday, June 23, 2016. This evaluation was based on Mr. Connellan's performance in the district from July 1, 2015 through the close of the 2015-2016 school year.

During the evaluation process, the Board evaluated Mr. Connellan on the following standards: *Community and Staff Relationships, Educational Programs, Business and Fiscal Management, Physical Plant Management, Personnel, Educational Leadership, Management Ability and Communication Skills.*

The Southington Board of Education determined that Mr. Connellan met, or exceeded, expectations in all standards. The Board recognizes and values Mr. Connellan's leadership in all areas of his work and that he has accomplished the yearly goals set forth for the 2015-2016 school year.

Mr. Brian S. Goralski, Board Chairperson stated, "*Mr. Connellan has been leading the district in the direction he promised at the start of his tenure as our Superintendent. The Board appreciates Mr. Connellan's intelligent, knowledgeable and thorough approach to the work of overseeing and leading the Southington Public Schools with a focus that is always student centered. The Board looks forward to continuing our work with Mr. Connellan.*"

Respectfully,

Brian S. Goralski
Southington Board of Education, Chairman

Attachment: 2015-2016 Superintendent's Goals

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