

**ENFIELD BOARD OF EDUCATION
REGULAR MEETING MINUTES
SEPTEMBER 22, 2009**

A regular meeting of the Enfield Board of Education was held at Town Hall in Council Chambers, located at 820 Enfield Street, Enfield, CT on September 22, 2009.

1. **CALL TO ORDER** The meeting was called to order at 7:30 PM by Vice Chairman Johnson.
2. **INVOCATION OR MOMENT OF SILENCE** Charles Johnson
3. **PLEDGE OF ALLEGIANCE** Charles Johnson
4. **FIRE EVACUATION ANNOUNCEMENT** Vice Chairman Johnson announced the fire evacuation announcement.
5. **ROLL CALL**

MEMBERS PRESENT Joyce Hall, Vincent Grady, Judy Apruzzese-Desroches, Tom Arnone, Patrick Droney, Greg Stokes and Charles Johnson

MEMBERS ABSENT Susan Lavelli-Hozempa, Andre Greco

ALSO PRESENT Dr. John Gallacher, Superintendent of Schools; Mr. Anthony Torre, Assistant Superintendent of Schools; Enrico Fermi Student Representative Meghan Ruff and Enfield High Student Representative Connor Spain

6. **APPROVAL OF MINUTES**

Mr. Arnone moved, seconded by Ms. Hall that the Regular Meeting Minutes of September 8, 2009 be approved. There were no corrections. Motion passed by a **show of hands 6-0-1** with Mr. Johnson abstaining.

7. **BOARD GUESTS**

a. Gary Rome

Vice Chairman Johnson welcomed Mr. Gary Rome. Mr. Rome is the owner of Rome Automotive. Mr. Johnson stated Mr. Todd Zenczak is also here to say a few words about Mr. Rome.

Mr. Zenczak stated that he is the Fermi Faculty Manager and the Enfield High Girls Varsity Soccer Coach. Mr. Zenczak thanked Mr. Rome on behalf of Enfield Public Schools Athletic Coordinator Barry Bernstein, all the coaches, students and parents for his generous donation to the Athletic Department. We would like to thank him for his time and dedication to the student athletes in Enfield.

Vice Chairman Johnson thanked Mr. Rome for his generous donation of \$1,000.

Mr. Rome thanked everyone for the recognition. Mr. Rome stated it is his pleasure to contribute to the Town of Enfield. Mr. Rome thanked Mr. Bernstein for allowing the students

to show off some of his automobiles at the July 4th celebration. Mr. Rome stated it is his pleasure to give this donation.

Vice Chairman Johnson presented a gift to Mr. Rome for your donation for past and future donations. Board members thanked Mr. Rome and Mr. Zenczak for coming.

8. CORRESPONDENCE AND COMMUNICATIONS - None

9. AUDIENCES - None

10. BOARD MEMBER COMMENTS

Mr. Arnone stated that former Fermi student Gregory Fay will be on a CNBC documentary called the *New Age of Wal-Mart* Wednesday, September 23rd from 9-10:30 PM. Mr. Arnone encouraged everyone to watch this documentary and see how other countries treat their youth.

Mr. Arnone stated tonight the Thompsonville Education Initiative was held at the Lamagna Center. They are trying to bring the Youth Center and Enfield High Students together. Mr. Duffy, Mr. Sargalski and Mrs. Santiesteban have done a great job bringing this program together to students in the Thompsonville area.

Mrs. Apruzzese-Desroches attended the Enfield High parent walk through and thanked the staff. Mrs. Apruzzese-Desroches is still amazed by how many parents attend.

Mr. Grady attended a school Picnic at Eli Whitney and had a great time.

Ms. Hall distributed cards from the fabulous family day regarding insects that are destroying our trees. Ms. Hall is wondering if we applied for the Opening Doors Program. Other districts have received funds from this program. The intention of the program is to increase math and science in the high schools with an emphasis with AP courses. This would be to our advantage to apply and it is not too late to apply.

Ms. Hall attended the fabulous Family Day on Sunday. Ms. Witbro stated that every year the weather for Family Day has been great. Ms. Hall spoke to a parent regarding problems on our website. Ms. Hall did a cursory review of calendars and several schools do not have anything listed. The calendars should have the most important events since this is where we direct parents to look for information. Ms. Hall asked on behalf of this parent, who is responsible for updating these calendars on the website.

Dr. Gallacher stated the principal along with the secretary are responsible. We update the district calendar and will address this with the principals.

Ms. Hall stated with open houses happening, they should be put on the schools' websites. This is an important task. We are constantly telling people to go to our website. If we don't update our schools' websites, people will stop visiting them.

EHS Student Representative stated that she along with several other students and Mr. Newton she will attend a Sportsmanship Conference. This is a great idea. The students that are attending will conduct an information session during the Winter and Spring parent's information night on sportsmanship. This is an important aspect of sports.

Mr. Droney thanked Mr. Rome for his involvement in the July 4th celebration. His donation of \$1,000 and the car for a Fermi student this year and Enfield High next year is great. Thank you for getting involved. You have gone above and beyond what Mr. Droney expected.

Mr. Droney stated that Fermi's SRO Al Harrison will retire at the end of this week from the Enfield Police Department. Mr. Harrison was also a member of the Board for four years. Mr. Harrison will be missed.

Mr. Stokes thanked Mr. Rome for supporting the district and the Town. Mr. Stokes also thanked and welcomed Jane Rome for being here. Mr. Stokes also attended the Family Day celebration on the Town Green. Mr. Stokes thanked Amy Witbro for another successful family day.

Mr. Stokes stated the Alcorn PTO will host an event at Friendly's on Elm Street Monday, September 28, 2009. Mr. Stokes encouraged everyone to support the Alcorn PTO.

Vice Chairman Johnson thanked Mr. Rome for supporting the students. Mr. Johnson stated PTO's at all schools will be starting up again and this is a good way to get involved. Enfield Street will hold a meeting on Wednesday, September 23rd at 7:15 PM.

Mr. Johnson attended the Family Day on the green and spoke to several students regarding the Spain Partnership program. They are holding an event at the Red Robin on Wednesday, September 23rd. The Red Robin will donate 10% to the Spain Partnership.

Board members welcomed EHS Student Representative Connor Spain to the Board meeting.

Ms. Hall stated the Avon Coach recently complimented our sportsmanship at a recent game. They arrived to the game an hour late and were greeted openly. Ms. Hall extended compliments to our entire sports department for developing this type of program and encouraging sportsmanship from our students.

11. SUPERINTENDENT'S REPORT

- a. Athletic Participation Fee Update – as presented
- b. October 9th No School for Students – as presented
- c. Columbus Day – as presented
- f. Connecticut – Spain Partnership – as presented
- g. Personnel Report – as presented

12. BOARD COMMITTEE REPORTS

Ms. Hall reported that she attended a CREC meeting last Wednesday. The Director's Report will be sent to you on-line. Ms. Hall stated that the lobbyists do not believe the in-school suspension issue will be addressed at this time. This can add to our fiscal problems.

Mr. Johnson reported that the Policy Committee met earlier this evening and will address this later on the agenda.

13. APPROVAL OF ACCOUNTS AND PAYROLL

a. For the Month of June FY2007-08

Mr. Stokes moved, seconded by Ms. Hall that the Enfield Board of Education accepts the superintendent's certification as follows: "I hereby certify that in the month of June FY2007-08, total expenditures amount to \$24,001.56 broken down between payroll totaling \$0 and other accounts totaling \$24,001.56. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show of hands 7-0-0**, motion passes.

For the Month of June FY2008/09

Mr. Stokes moved, seconded by Ms. Hall that the Enfield Board of Education accepts the superintendent's certification as follows: "I hereby certify that in the month of June FY2008-09, total expenditures amount to \$6,754,857.68, broken down between payroll totaling \$5,081,984.08 and other accounts totaling \$1,672,873.60. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show of hands 7-0-0**, motion passes.

b. For the Month of July FY2008-09

Mr. Stokes moved, seconded by Ms. Hall that the Enfield Board of Education accepts the superintendent's certification as follows: "I hereby certify that in the month of July FY2008-09, total expenditures amount to \$288,927.70 broken down between payroll totaling \$8,932.37 and other accounts totaling \$279,995.33. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show of hands 7-0-0**, motion passes.

For the Month of July FY2009/10

Mr. Stokes moved, seconded by Ms. Hall that the Enfield Board of Education accepts the superintendent's certification as follows: "I hereby certify that in the month of July FY2009-10, total expenditures amount to \$1,052,005.40, broken down between payroll totaling \$736,876.25 and other accounts totaling \$315,129.15. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show of hands 7-0-0**, motion passes.

c. For the Month of August FY2008-09

Mr. Stokes moved, seconded by Ms. Hall that the Enfield Board of Education accepts the superintendent's certification as follows: "I hereby certify that in the month of August FY2008-09, total expenditures amount to \$126,998.25 broken down between payroll totaling \$.00 and other accounts totaling \$126,998.25. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show of hands 7-0-0**, motion passes.

For the Month of August FY2009/10

Mr. Stokes moved, seconded by Ms. Hall that the Enfield Board of Education accepts the superintendent's certification as follows: "I hereby certify that in the month of August FY2009-10, total expenditures amount to \$3,695,510.58, broken down between payroll totaling \$2,198,919.46 and other accounts totaling \$1,496,591.12. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show of hands 7-0-0**, motion passes.

d. Line Item Transfers, if any - None

14. UNFINISHED BUSINESS

a. Action, if any, on the Town Council's Approval for New Financial Software

Ms. Hall stated the Board addressed this at the last meeting. Mr. Stokes stated the Town Council was looking for consensus that we were in agreement.

Mrs. Apruzzese-Desroches moved, seconded by Mr. Stokes that the Enfield Board of Education Secretary execute a letter thanking the Town Council for purchasing the software and making it available to the Board.

A vote by **show of hands, 7-0-0** passed unanimously.

b. Copier Agreement

Ms. Hall moved, seconded by Mr. Dronney that the Enfield Board of Education accept the copier agreement as proposed by our Business Manager.

Discussion:

Ms. Chemerka and Mr. Gondek from Advanced Copy addressed Board member concerns with the contract from the last Board meeting.

Mr. Stokes asked for clarification regarding the bidding process. Ms. Chemerka stated the Connecticut Consortium for Cooperative Bids allows the Board more flexibility. RFP and RFQ's go out to bid listing the schools needs and questions the bidders need to answer that relate to school systems. After going through this process only 6 bidders qualified and Advance Copy won the bid. The Connecticut Consortium bid is specifically for schools. The State bid was not in the best interest for the schools.

Mr. Stokes asked if flat bids are used. Mr. Gondek stated the Consortium contract covers the requirements needed by the school as a whole. The State bid looks at each machine individually and can cost you more in the long run. The State bid did not meet any of the requirements needed by the school. There are monthly minimum and overage charges. The Consortium contract was put together by 15 CASBO administrators and allows you more flexibility. We look at what your needs are. This gives you great buying power.

Mr. Stokes stated with the economic times, he wants to make sure that we are placing copiers where they are really needed. Mr. Stokes would have liked to see the other bids. Mr. Gondek stated he does quarterly studies to monitor use.

Ms. Hall stated the consortium was made available to us by CREC. Schools have saved money from other areas besides copiers, paper and computes. It is definitely in our best interest to participate with the consortium.

Mr. Grady asked how long it will take to replace the copiers. Mr. Gondek stated it will take 2 weeks to roll out the new copiers. Advanced Copy IT staff will work with the Schools IT staff.

Mrs. Apruzzese-Desroches stated that if we did something with the bids, it would put Advanced Copy at an unfair advantage. Mr. Gondek stated if you wrote bid specifications, we would have bid through your specifications. It would have put us at an advantage. We donate the

equipment to our grant program after we have paid them off. This is a win-win for everyone. The machines are given to non-profit organizations.

Mr. Arnone thanked Mr. Gondek for the information regarding the bid process. We seem to be right in the ball park with machine numbers compared to other districts. Mr. Arnone asked why Alcorn only has 2 copiers. Mr. Gondek stated we try to right size each school with school usage. Mr. Gondek explained the difference with copier speeds.

Vice Chairman Johnson stated that it could be beneficial to Advanced Copy if we went out to bid. Mr. Gondek stated yes, anyone else would not do what we are doing by paying off the machines. This is an investment. We purchase the machines.

Mr. Arnone stated this went out to bid, but not a local bid. The consortium is the largest bid in the country.

A vote by **show of hands 5-2-0** passed with Mr. Stokes and Mr. Johnson in dissent.

15. NEW BUSINESS

a. Approve Contract for Mobile Dental Services

Mary Farnsworth and Lori Clavette gave Board members an overview of the Community Health Center, Inc. (CHC) operation of preventative dental care to Enfield students.

Mr. Arnone stated this is a fantastic program. Dental and health care go hand in hand. You can't go to the emergency room for dental care. Preventative dental care is important.

Mr. Grady moved, seconded by Ms. Hall that the Enfield Board of Education approves the Community Health Care (CHC) Dental Services Contract.

Discussion:

Mr. Stokes asked for Ms. Farnsworth to explain how the program at the school works. Ms. Farnsworth stated the students come two times a year for cleanings. We come with a full set of dental equipment including a chair. We see about 10 students a day. Ms. Clavette stated we do cleanings, fluoride treatments, sealants and x-rays. The dentist can do some restorative work if needed. Students are called out from class and are then returned back to class. Each appointment takes around 30 minutes

Vice Chairman Johnson asked what if a student has insurance. Ms. Farnsworth stated if students have State insurance, there is no fee. If a student has insurance, we try to encourage them to use their own dental provider, but if someone is in need they will not be turned away. Each procedure has a flat fee. Ms. Clavette stated the goal is not to take away from any Dentists but to provide those in need with dental services.

Mr. Arnone stated the hygiene screening is free, a cleaning is \$30, sealants are \$25, dental exam is \$18 and fillings are \$50.

Vice Chairman Johnson asked how the students are called down. Ms. Clavette stated at the high school passes are given out. In the elementary schools a schedule is put in place and the students are called down one at a time. Mr. Johnson stated if testing is going on in a classroom, do you wait to pull those students out of class. Ms. Clavette stated they would check with the teacher first and if testing is happening, they would go onto the next classroom. They will not pull students if they are taking tests, they will wait until they are done.

Ms. Farnsworth stated they have someone that works with the school secretaries to have the lists in place to avoid disruptions.

FHS Student Representative asked how the students are notified about this program. Ms. Clavette stated the forms are dropped off at the schools and some schools have mailed them home. Ms. Farnsworth stated notifying parents statewide is a big challenge. The form has been redone and is in both English and Spanish.

Mr. Grady asked if we can put the form on our website. Dr. Gallacher referred this to Kathy Zalucki. Mrs. Zalucki stated she will scan the brochure and will put it on our website under Pupil Services - Health Services section.

Ms. Hall stated this program has been well received at the Head Start program. Dental care is not readily available nationwide to many of the students. Ms. Clavette stated she is now seeing first graders now that she had seen first at Head Start last year. The program is working.

Mr. Arnone stated they are also seeing patients at the Senior Center. The numbers being serviced are amazing.

A vote by **roll call 7-0-0** passed unanimously.

b. In-School Suspension

Dr. Gallacher stated this is on the docket for discussion and is a very unpopular State mandate. Dr. Gallacher has e-mailed Senator Kissel's aide today and they are still waiting to hear if this will be discussed. If it is, the legislator's can vote on it. Dr. Gallacher stated that if the implementation date for the In-School Suspension is not pushed back, that we re-introduce the in-school suspension rooms at the high schools. Dr. Gallacher stated there are a couple of legislator's that are strong holding this initiative. There is also language that we would be required to provide counseling to the students that are suspended. We have a room in place at JFK and the elementary schools will continue to hold their in-suspensions in the principal's office.

Mr. Droney asked if we know who is in favor of this. Ms. Hall stated the Senate Co-Chair of the Education Committee (Senator Gaffney) is holding this up. Mr. Droney would be happy to write a letter.

Mr. Arnone asked if we can do something with Youth Services for the in-school suspensions. Dr. Gallacher stated we have discussed this but we would have to get the students to the site. The buses would be traveling all over Town and would be constantly changing. Mr. Arnone stated this is yet another un-funded mandate. Keeping the students in school is a good thing. We need to find away to keep them in school as cheaply as possible.

Mr. Stokes is concerned with the unfunded mandate. In-school suspension is warranted for some students. Parents need to join the ranks and reinforce good behavior in school.

FHS Student Representative Ruff agrees with Mr. Stokes. Some students look at being out of school as a good thing. This should not be mandated.

Mrs. Apruzzese-Desroches agrees leaving them in the high school is the best idea. The additional cost of busing them to one location is not a good idea.

Ms. Hall moved, seconded by Mrs. Apruzzese-Desroches to instruct the Administration to take any action that they deem appropriate should we not have in-school suspension delayed.

Discussion:

Mr. Stokes stated there is language that may require counseling. By voting on this are we endorsing what is coming. Dr. Gallacher would like to see us add paraprofessionals to the budget and stop at that point to wait and see what the Legislation does next.

Mr. Stokes asked if it would be better to give you a consensus rather than vote on this. Mr. Johnson agrees with Mr. Stokes.

Mr. Grady believes we are being proactive. How long would it take us to put the in-school suspension program back in place? Dr. Gallacher stated the State believes we are running it now. We are not in compliance now.

Mr. Stokes stated we do not have to do anything, this is being mandated.

Ms. Hall asked how much was taken out of the budget for in-school suspension paraprofessionals. Dr. Gallacher stated it was \$36K. Vice Chairman Johnson asked where we will make that up from. Dr. Gallacher stated this is where the Finance Committee comes into play and will make line item transfers.

Mr. Stokes stated he will vote no.

Mr. Arnone asked what will happen if we are out of compliance. Dr. Gallacher stated they can withhold our State funding.

Ms. Hall stated the legislators are aware of how the schools feel about the in-school suspension mandate and how it will affect us. We need to give our Administration the opportunity to plan for whatever minimum requirements they can meet at this particular time should the in-school suspension not be delayed or we could have a real problem.

Vice Chairman Johnson stated someone should make a stand and not do this. Mr. Arnone stated we take State Aid and will live and die by the sword. We would have to say no to State Aid.

FHS Student Representative Ruff stated if it is mandated you should probably do it. If she was a voting member, she would not endorse it if we don't know where the \$36K will be coming from.

Mr. Grady asked Ms. Chemerka if she believes we can find the \$36K in the budget. Ms. Chemerka stated if it has to get done we will find the money for it. It is an unfunded mandate.

Mrs. Apruzzese-Desroches asked if we know how much we are out of balance. When we voted on the budget we knew we were at least \$250K out of balance. Ms. Chemerka stated she does not know yet. She will have an answer after October 1st.

Parliamentary Procedures:

Vice Chairman Johnson asked in order to bring this topic back up for discussion at a later date; someone has to vote in favor of this motion. Mr. Stokes stated that is correct.

A vote by **roll call 5-2-0** passed with Mr. Stokes and Mr. Droney in dissent.

c. Review of Multiple Policies in the 4000 & 5000 Series

Mr. Johnson moved, seconded by Mr. Droney that the Enfield Board of Education rescind policies 4216.1 Attendance Supervisor; 4231.1 Temporary Personnel; 5145 Administration of Prescribed Medicine; 5128 Progress; #5131.a Level of Discipline and 5131.3 Additions to Student Discipline Policy.

A vote by **roll call 6-0-0** passed unanimously. Mr. Grady was not present at the time of the vote.

Mr. Johnson asked the administration to change the reviewed date to September 22, 2009 to the following policies:

4115.3 Athletic Coaches; 4122 Substitute Teacher; 4210 Employment Termination; 5111 Age of Initial Entrance into the School System; 5118 Non-Resident Students and Students Relocating; 5118.1 Collaborative Special Programs; 5127.1 Purposes of the Weighted Grade System; 5127.4 World War II Veteran's Diploma; 5130 Activities; 5131 Student Discipline; 5131.6 Substance Abuse Policy; 5131.61 Student Conduct Smoking/Tobacco Restriction Policy; 5131.7 Anti Hazing Policy; 5132 Dress Code; 5140.1 Child Abuse/Neglect; 5140.3 Suicide/Prevention/ Intervention; 5141 Immunizations; 5141a. Tuberculosis Detection and Prevention; 5141.2 Health Screenings; 5141.21 Administration of Prescribed Medicine; 5141.211 Blood Glucose Self-Monitoring in School; 5141.23 Prohibition on Recommendation for Psychotropic Drugs; 5141.27 Use of Automatic External Defibrillators (AED's) by School Personnel; 5142 Policy on Safety; 5145.124 Students – Use of Alcohol Detection Devices; 5145.2 Desk and Locker Searches and 5145.4 Policy Prohibiting Sexual Discrimination and Harassment.

16. EXECUTIVE SESSION - None

17. ADJOURNMENT

Mr. Grady moved, seconded by Mr. Stokes to adjourn the Regular Meeting of September 22, 2009. All ayes, motion passed unanimously.

Meeting stood adjourned at 9:02 PM.

Joyce P. Hall
Secretary
Enfield Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary