

**ENFIELD BOARD OF EDUCATION
REGULAR MEETING MINUTES
OCTOBER 13, 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 October 13, 2009.

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

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

MEMBERS ABSENT Susan Lavelli-Hozempa

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 Regina Casale

6. **APPROVAL OF MINUTES**

Mr. Droney moved, seconded by Ms. Hall that the Regular Meeting Minutes of September 22, 2009 be approved. There were no corrections. Motion passed by a **show of hands 7-0-1** with Mr. Greco abstaining.

7. **BOARD GUESTS**

a. Al Harrison, School Resource Officer

Chairman Greco welcomed former Board member and retired Enfield High School SRO Al Harrison to the Board meeting. Mr. Greco stated that he had the honor and privilege of working with Mr. Harrison first as a Board member, on the Policy Committee and Security Committee. Mr. Harrison was instrumental with the placement of the security cameras in the schools.

Mr. Droney recalled when Mr. Harrison and he started working together on the police force. Mr. Droney and Mr. Harrison have been friends for many years. Mr. Harrison has been a great role model for students. He has been a tremendous asset to the students and staff at Enrico Fermi High School. The police department has big shoes to fill when they replace Mr. Harrison as the SRO at Fermi. Mr. Droney presented Mr. Harrison with a plaque on behalf of the Enfield Board of Education in appreciation of his many years of service to the students and staff in Enfield. Mr. Droney also recognized Mr. Harrison's wife Kelly who was sitting in the audience.

Mr. Harrison thanked Board members and student representatives. Mr. Harrison stated he was instrumental in bringing student representatives back to the Board. Mr. Harrison thanked the Board for the recognition and support. Mr. Harrison worked as an SRO at Prudence

Crandall, Eli Whitney, and Enrico Fermi. He stated that he was committed to the students, staff and parents. Mr. Harrison personally thanked the Board, Town Council, Administration and Fermi staff. He enjoyed working with the students and staff and further stated that our SRO program is a model program. Mr. Harrison thanked Paul Newton, Dick Gray, Ed Bassett, Sandra Brassard, Lia Barnes, John Coccia, Brien Brown and Chad Ellis. Mr. Harrison thanked Joe Janisaitis, Bonnie Mazzoli, Altressa Cox-Blackwell, LeAnn Beaulieu, Timothy Van Tassel and Rick Askin. Mr. Harrison has truly enjoyed working with all these administrators. Mr. Harrison also thanked Richard Monterosso and Heather Murphy.

Mr. Harrison urged Board members to continue to support the SRO program and safety in our schools. His retirement from EPD was bittersweet and he knows that he will always be a part of the Fermi family. Mr. Harrison thanked Board members for the plaque and for recognizing him.

Board members thanked Mr. Harrison.

8. CORRESPONDENCE AND COMMUNICATIONS - None

9. AUDIENCES - None

10. BOARD MEMBER COMMENTS

EHS Student Representative Regina Casale stated seniors recently took their 2010 picture outside for the year book. We are getting into the senior spirit.

Mr. Arnone stated the SRO is not just a job. Thank you Al for everything you have done for the students, staff and town. Your emotions are shared by everyone. Many students have enjoyed your humor and the job you have done. Thank you.

Mr. Arnone stated that both Fermi and Enfield will hold their Safe Grad Auctions. Fermi's will be on December 4th & Enfield High's will be on November 7th. Both Safe Grad Committees are looking for donations. You can contact Patrick Droney, Vincent Grady or Thomas Arnone with any donations for both Safe Grad Committees. This is a great opportunity to help out the graduating classes.

Mrs. Apruzzese-Desroches congratulated Mr. Harrison and shared the sentiment that emotions are felt by everyone. The community and Board know what you have done. Mrs. Apruzzese-Desroches thanked Al and wished him the best of luck as he moves forward.

Mr. Grady congratulated Mr. Harrison. The SRO job is extremely important and we are fortunate to have great police personnel in our schools. Enjoy your retirement.

Mr. Grady attended the names program at Enfield High. This was a great program. Students were able to express concerns and situations they have been in. The program was very long. This was put on by the Youth Services Department and Mr. Grady hopes that Enfield High will continue with it. Fermi has held this program for the past five years. This is a great program.

Ms. Hall congratulated Mr. Harrison and stated that he will be missed. Ms. Hall stated on October 22nd, the ERfC program will host a program - *Lights on Afterschool 2009* at Henry Barnard at 4:30 PM. They will have special guests. Ms. Hall distributed a flyer regarding this event.

The Enfield for resources program for sports has started and both Crandall and Barnard students are participating. The program is held at both Barnard and Stowe schools. The schools have received numerous calls from volunteers wanting to work with the students.

Barnard held a bookfair where over 200 students and parents participated. This was one of their most successful events.

Barnard is having a *Raising Reader's Club* on Monday's. They discuss books with students and how to look at them. On Wednesday's they meet with the parents to learn about reading and how to expand skills.

Ms. Hall stated that Barnard had an exciting opening of school that was sponsored by the PTO. The students felt extremely welcome.

The African Children's Chorus will be at Crandall on Friday, October 16th and at Barnard on October 23rd. The PTO's will provide lunch.

Ms. Hall stated the Crandall PTO will host a Halloween Party on October 30th with the focus on supplying can goods for the food shelf. Students will also make cards to send to service members and senior citizens. They will also collect candy for families. The grade four students will visit the Enfield Adult Day Care where they will sing. Ms. Hall also mentioned that several Crandall students have ridden a fire truck to school as part of several contests. The Crandall Art teacher is holding a contest to come up with a mascot. Ms. Hall will be a judge.

FHS Student Representative Meghan Ruff stated that Fermi will hold their homecoming festivities this coming weekend. Fermi Fest will be held in the gym on Friday, the parade, game and dance will be held on Saturday. The Fermi students will host a BOE Forum for all ten candidates on Wednesday, October 21st at 7:30 PM in the Auditorium. All events are open to the community.

Mr. Drony stated the Fermi floors were redone and they look great. Both high schools have nice gym floors.

Mr. Stokes thanked Mr. Harrison for his service to the community. Mr. Stokes met with the Stowe PTO and they will waive fees for families that are in need at Stowe. They will hold a bookfair/pizza party on Thursday, October 25th. Mr. Stokes stated the Jack-O-Lantern Festival will be held on Saturday, October 17th at 4:00 PM. They are looking for volunteers. Mr. Stokes remembered Paul Nabors, Sr. who recently passed away. Our thoughts and prayers are with his family. Mr. Nabors served on several Town committees.

Mr. Johnson congratulated Mr. Harrison and stated it was an honor to work with you and hopes his retirement is everything he is looking for. Mr. Johnson stated the Youth Vote will hold a TC forum on October 26th in the Enfield High Auditorium at 7:00 PM. The EHS NHS Induction Ceremony will be held on Thursday, October 15th.

Chairman Greco thanked Mr. Harrison for his service to the school and community and hopes when they choose the next SRO at Fermi, they solicit his advice.

Chairman Greco stated he participated in the Fermi Instrumental Music Golf Tournament and they raised a lot of money for them. It was a lot of fun and a great event.

11. SUPERINTENDENT'S REPORT

- a. Official Enrollment – as presented
- b. NHS Inductions – as presented
- c. Youth Vote Events – as presented
- d. Budget Update – as presented

Ms. Hall asked about ARRA Data Processing. Ms. Chemerka stated this is something Dr. Gallacher and her need to discuss further. This is not for the students. It is for compiling

information/assessments for the students. Ms. Chemerka stated documenting this information is required when using ARRA funds. Ms. Chemerka stated with Title I funds for Alcorn and Enfield Street we are working with CREC. Henry Barnard is a little different, their criteria is different. Dr. Gallacher stated they have modified it slightly. Now the school can set a cut rate and will give an assessment. Anyone that falls below that assessment and/or falls below a certain percentage, we can now work with them. Dr. Gallacher stated we would like to have some help with the data collection. In the past, Mary Henderson was tremendous with data assessment.

Ms. Hall asked about the competitive funding and have we done anything yet. Ms. Chemerka stated she has not seen anything regarding competitive funding.

Ms. Hall asked about the Title I pending funds. Ms. Chemerka stated some of the rules have changed due to ARRA. Changes are in place and we are hoping to get all the grants in on Friday.

Ms. Hall asked if we are close to the projected stimulus fund amounts. Ms. Chemerka stated yes and we should receive all the ARRA funds. Dr. Gallacher stated our grant writer has written and rewritten the applications several times due the continued changes with the grant applications. Ms. Hall further stated this is extremely frustrating. Ms. Chemerka stated the requirements continually are changing.

- e. ITPC Update – as presented
- f. Grants Update – as presented

Chairman Greco asked about the Carl D. Perkins Grant and what do we do with these funds. Ms. Chemerka stated the funds received fund the Business Department, Family Consumer & Sciences Department and IT Department. They will upgrade equipment like CAD items. Ms. Hall further stated these funds pay for most of their equipment items that are not included in our budget.

12. BOARD COMMITTEE REPORTS

Mr. Stokes reported that the Finance Committee met. We will have some accounts and payroll items that will be addressed later on the agenda. Mr. Stokes further stated that this will be the final Finance Committee Report for this Board's term unless something comes up between now and October 27th.

Mr. Johnson reported that the Policy Committee met earlier this evening and we will address this later on the agenda. Mr. Johnson thanked everyone on the Policy Committee and everyone involved with policy changes and revisions. Mr. Johnson stated we have either reviewed or revised the entire policy book.

Ms. Hall stated she has been looking for information pertaining to committee meetings. We appoint (3) Board members to each committee, but when other members attend do they have the right to vote.

Mr. Johnson stated we do not have a policy regarding committee membership. Chairman Greco stated anything reviewed by committees will come before the entire Board for a vote. This is where the full Board has authority to ask questions and vote on a committee's recommendation.

Mr. Stokes stated that the Board committee membership members are the only ones that can make a recommendation. The entire Board can vote on that recommendation. Mr. Stokes stated that he will check Parliamentary Procedures regarding this for the next meeting.

Ms. Hall asked about the subcommittee membership for expulsion hearings. If four Board members are present will each Board member's vote count? Mr. Johnson stated yes, we do not have a standing committee for this subcommittee. We need to have a minimum of three present.

13. APPROVAL OF ACCOUNTS AND PAYROLL

a. For the Month of September 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 September FY2008-09, total expenditures amount to \$52,157.34 broken down between payroll totaling \$0 and other accounts totaling \$52,157.34. 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 8-0-0**, motion passes.

b. For the Month of September 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 September FY2009-10, total expenditures amount to \$4,431,000.06, broken down between payroll totaling \$4,210,989.11 and other accounts totaling \$220,010.95. 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 8-0-0**, motion passes.

c. Line Item Transfers, if any - None

14. UNFINISHED BUSINESS - None

15. NEW BUSINESS

a. Enfield Youth Services Survey

Mr. Droney moved, seconded by Mr. Arnone that the Enfield Board of Education approves the Enfield Youth Services Survey.

Discussion:

Mr. Torre stated there is another 140 questions that goes along with the survey. This is part of the State requirement for our Bullying policy that we develop a baseline data system. This baseline data will help Youth Services apply for grants that the Enfield Public Schools have benefited from. Mrs. Haughey works closely with the administration.

Ms. Hall asked how this survey will be distributed. Mrs. Haughey stated the survey will be distributed during a homeroom or a classroom. The survey will be conducted at school. Ms. Hall asked how the parents will receive the information. Mrs. Haughey stated it will go home with all students, it will be in newsletters, and it will be available in the school and on our website.

Mr. Grady asked if Board members can receive a copy of the data collected from the survey and how long will it take. Mrs. Haughey stated they will share the results from the survey. It will take a couple of months to get the information obtained from the survey back. We will present

the information to the community via the Board and Town Council meetings. Mr. Grady further stated this information can be helpful to the Security Committee.

Mr. Arnone asked if they can track school information. Mrs. Haughey stated they can track information by subgroups and gender.

Mr. Droney asked when the last survey was done. Mrs. Haughey stated in 2005 and 2000 surveys were conducted. Mr. Droney would like to know if there has been an impact after stopping the DARE program. Mrs. Haughey stated the schools were using Project Alert after the DARE program.

A vote by **roll call 8-0-0** passed unanimously.

b. Curricula Adoptions

Mr. Stokes moved, seconded by Mr. Grady that the Enfield Board of Education adopt the following curricula: English/Language Arts K-6; Career Math 1 (#104) and Career Math 2 (#105); Latin 3H (#308), Latin 3 (#304) and Latin 4 (#305); English 10 (#024, #025 & #026); Spanish 1 (#350), Spanish 2 (#351 & #352), Spanish 3 (#361 & #362), Spanish 4 (#371 & #372), Spanish 5 (#381 & #382), Spanish 6 AP (#391) and Spanish 6 UCONN #395). Mr. Stokes thanked everyone for working on these curriculum items.

A vote by **roll call 8-0-0** passed unanimously.

c. First Reading of Revisions to Policies #5125.2, #5131.1 and #9341.9

Mr. Johnson moved, seconded by Mr. Droney that the Enfield Board of Education approves changes to #5125.2, #5131.1 and #9341.9 as a First Reading.

Discussion:

Ms. Hall would like to make an additional change to policy #5125.2 Policy on Student Records & Confidentiality - line #7 to change the word pupil to student. Board members were all in agreement with this change.

A vote by **roll call 8-0-0** passed unanimously.

Mr. Johnson asked the administration to change the reviewed date to October 13, 2009 to the following policies:

Policy #5125.3 Directory Information; Policy #5127.3 Cross-Over Credits; Policy #8110 Definition – Role of the Enfield Board of Education; Policy #8251 Bylaws of the Board of Education; Policy #9120.1 Filling Vacancies; Policy #9130 Officers of the Board of Education; Policy #9130.1 Officers of the Board of Education (Removal); Policy #9160 Student Representatives; Policy #9310.1 Methods on Operation; Policy #9340 Meetings; Policy #9341.7 Quorum and Policy #9368.1 Meeting Procedures

d. Custodial MOU

Mr. Stokes moved, seconded by Mr. Johnson that the Enfield Board of Education authorizes Dr. Gallacher to execute the Custodial MOU on behalf of the Enfield Public Schools.

Discussion:

Ms. Hall asked if the MOU is in addition to the original agreement or is this replacing the original agreement. Dr. Gallacher stated this is in addition to the original agreement. This is referred in item #5.

Chairman Greco asked if it is needed in the MOU to house the Director of Facilities and his assistant at Central Office. Dr. Gallacher stated they are still located at Central Office and does not believe that is needed in the MOU.

Mr. Arnone stated the Town was going hire staff to take over the contracted building custodial work. Mr. Arnone stated our custodians are being used to clean Town buildings without additional staff. Our schools will be short staffed. When is the Town going to hire additional staff? Dr. Gallacher stated the custodians are Town employees. Administration's goal was to maintain or improve the level of cleaning at the buildings. We have not seen any problems. They have done everything we have asked. Dr. Gallacher is not sure about the Town hiring process and would have to check with Mr. Coppler.

Mr. Johnson stated they do have custodial jobs on the Town website.

Mr. Torre further stated that Mr. Peluso has been invited to the Secondary Principal meetings. We have worked through some ups and downs with the Town and Custodians.

Ms. Hall stated when this agreement was made Dr. Cooke was part of the negotiations. Are we as the Board still involved in the negotiations? Chairman Greco stated negotiations are listed in item #2.

Chairman Greco asked if the Custodian's are in active negotiations now. Dr. Gallacher stated he would need to check with Mr. Coppler. Chairman Greco would leave up to the Custodial Union if they would want the representation from either the Board or Administration. If they do, we would appoint someone.

A vote by **roll call 6-2-0** passed with Mr. Arnone and Mr. Drony in dissent.

e. Memorandum of Agreement for Head Middle School Cross Country Coach

Mr. Stokes moved, seconded by Ms. Hall that the Enfield Board of Education approves the Memorandum of Agreement with the Enfield Teacher's Association for the Head Middle School Cross Country Coach stipend position to the Teacher's Contract for the 2009-10 and 2010-11.

Discussion:

Mr. Stokes stated we do not have a badminton team. This stipend has already been budgeted. Mrs. Apruzzese-Desroches stated this will just replace the name of the team.

Mr. Johnson stated this is budget neutral.

Dr. Gallacher further stated as far as budget discussions for next year, this will be the same as the other stipends. It is not saying you will continue it for 2010-11 it will need to be decided if you would continue it or not.

A vote by **roll call 8-0-0** passed unanimously.

Chairman Greco stated the Board has the need to enter into executive Session.

16. EXECUTIVE SESSION

Mr. Droney moved, seconded by Mr. Johnson that the Enfield Board of Education enters into executive session to discuss:

- a. Matter(s) Related to Grievance – PE Teacher Assignment
- b. Confidential Student Matter

Motion passed by a **show of hands 6-2-0**, with Mr. Grady and Mrs. Apruzzese-Desroches in dissent.

Dr. Gallacher, Mr. Torre and Mrs. Parmelee-Blancato joined the Board in Executive Session at 8:50 PM.

Mr. Droney moved, seconded by Mr. Stokes that the Enfield Board of Education returns to Public Session.

A vote by **show of hands 8-0-0**, passed unanimously. No actions were taken while in executive session.

15f. Action if any, Regarding ETA Grievance

Mr. Stokes moved, seconded by Mr. Droney that the Enfield Board of Education finds that there were no violations of the Enfield Teachers' Association Contract terms in the decision to assign Karen Gowen, PE/Health teacher to Barnard School effective with the FY2009-10 school year. Therefore, Ms. Gowen's assignment remains at Barnard School.

A vote by **roll call 8-0-0** passed unanimously.

Add an Item to the Agenda Related to a Student Matter:

Mr. Grady moved, seconded by Mr. Droney that the Enfield Board of Education adds an item to the agenda - Appoint Hearing Officer.

A vote by **roll call 8-0-0**, passed unanimously.

15g. Student Matter

Mr. Grady moved, seconded by Mr. Stokes that the Enfield Board of Education hires a Hearing Officer for the student related matter.

A vote by **roll call 8-0-0** passed unanimously.

17. ADJOURNMENT

Mr. Grady moved, seconded by Ms. Hall to adjourn the Regular Meeting of October 13, 2009. All ayes, motion passed unanimously.

Meeting stood adjourned at 9:12 PM.

Joyce P. Hall
Secretary
Enfield Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary