

**ENFIELD BOARD OF EDUCATION
REGULAR MEETING MINUTES
OCTOBER 14, 2008**

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 14, 2008.

1. **CALL TO ORDER** The meeting was called to order at 7:32 PM by Chairman Greco.

2. **INVOCATION OR MOMENT OF SILENCE** Andre V. Greco

3. **PLEDGE OF ALLEGIANCE** Andre V. Greco

4. **FIRE EVACUATION ANNOUNCEMENT** Chairman Greco announced the fire evacuation announcement.

5. **ROLL CALL**

MEMBERS PRESENT Joyce Hall, Vincent Grady, Tom Arnone, Patrick Droney, Greg Stokes, Charles Johnson, Susan Lavelli-Hozempa and Andre Greco

MEMBERS ABSENT Judy Apruzzese-Desroches

ALSO PRESENT Dr. John Gallacher, Superintendent of Schools; Anthony Torre, Assistant Superintendent of Schools; Samantha Reid, Enrico Fermi High School Student Representative; Bryan William Dague, Enfield High School Alternate Student Representative

6. **APPROVAL OF MINUTES**

Ms. Hall moved, seconded by Mr. Stokes that the Regular Meeting Minutes of September 23, 2008 and Special Meeting Minutes of September 30 be approved. There was a correction on the September 23, 2008 minutes on page 9, Mr. Johnson was not in dissent and the heading for the September 30, 2008 needs to be change to a special meeting. Motion passed by a **show of hands 8-0-0.**

7. **BOARD GUESTS**

a. **CUNO - A 3M Company**

Chairman Greco introduced Mr. Keith Wesner from CUNO. CUNO has donated 34 digital media projectors to the Enfield public schools. Chairman Greco further stated that Enfield Public Schools Chief Technology Officer Mr. Russell will discuss the use of the projectors as our next Board guest. Chairman Greco recognized Mr. Wesner and 3M for their generous donation of just under \$100K and presented Mr. Wesner with a certificate of appreciation.

Mr. Arnone stated that the Enfield Division of 3M produces water filters. Mr. Wesner stated that is correct. Mr. Arnone further stated that 3M water filters have helped many people out with their water systems and polluted wells throughout the years. Mr. Arnone thanked Mr. Wesner.

Ms. Hall asked Mr. Wesner how 3M decided to donate to the Enfield Public Schools. Mr. Wesner stated as a plant, we decided to reach out to communities and make donations. Mr. Wesner

hopes that this is one of many opportunities for donations from CUNO 3M. Ms. Hall thanked Mr. Wesner for their donation of projectors.

Board members thanked Mr. Wesner.

b. ITPC

Chairman Greco introduced Chief Technology Officer, Paul Russell. Mr. Russell will discuss what will be done with the actual projectors donated by CUNO 3M; Web page update and a leasing program.

Mr. Russell thanked Mr. Wesner and CUNO 3M for their generous donation of projectors. This will be a springboard for technology for our students and teachers. Mr. Russell stated that we received 12 fixed units that will be mounted on a ceiling and will be located in either an auditorium or a technology lab. These will be used with our white boards that can be used as smart boards. Mr. Russell stated that we also received 22 portable LCD projectors. The portable projectors can project an image 60 feet. The projectors can also play DVD's. Both of these items will help teachers and students.

Chairman Greco asked where the fixed units will be located in the elementary schools. Mr. Russell stated they would be placed in the technology rooms. Mr. Russell stated the projector will be mounted on the ceiling 3-4 feet away from the white board. We will provide the wiring in-house. The white board will then be turned into a smart board which is an interactive way to teach students.

Mr. Arnone asked Mr. Russell to explain how the smart board works. Mr. Russell stated that an image is projected onto the white board. Teachers can then make notes on the white board that can be saved electronically or printed out.

Mr. Russell stated we are in the process of installing the first unit at Parkman and will develop a timeline to install the rest of the projectors.

Mr. Russell reviewed the website conversion process. We needed to be on the new website by September 1, 2008. We needed to recreate the entire website over the summer. Funding was not planned for this. Sharp School did provide a conduit to convert a lot of the information from the old website. When we went live, the provider's server went down. There was a host of errors. The website was up the day before school started. The technology teachers have been updating information on the website. Each school web page was looking different from each other. The secondary principals met with Mr. Russell and the new project manager to see where we can go. They have put together a subcommittee to decide on conventions and a common look on each school site. Scott St. Onge has made some changes to the look the website. Mr. Russell stated that we have a good plan in place. We will start on phase II in November and each school will provide a primary and secondary content manager to upload information on the website.

Chairman Greco asked if each school will be provided with Adobe readers. Chairman Greco commented on behalf of Mrs. Apruzzese-Desroches that we have documents on the website that are not in a PDF format. All documents should be in PDF. Mr. Russell stated we are looking into this and plan to have this addressed by November 1st.

Ms. Hall asked if the picture of the Wallop school can be labeled. Mr. Russell stated that each school will have their own school be pictured on their school site. JFK is set up the way all schools will be eventually displayed.

Mr. Arnone asked why you are not able to click and e-mail teachers with questions or concerns. Mr. Russell stated this will be fixed shortly.

Mr. Grady asked about the Rockville Bank logo. Mr. Russell stated Rockville Bank is developing a link to provide financial information. It will not be specific to Rockville Bank but as an educational link. Ms. Hall stated that when Board members were given examples prior to voting to accept Rockville Bank as a sponsor, the logo was faint or almost invisible. Can this change be done? Mr. Russell stated this can be done. Chairman Greco agreed that the Rockville Bank log and Sharp School logo should be watermarked.

Mr. Arnone asked if any other banks in town were consulted besides Rockville Bank? Mr. Russell stated that Rockville Bank was working with Finalsite and when we chose a different website provider, Rockville Bank still wanted to work with us to provide financial information. We have not solicited any banking institutions.

Mr. Russell stated to get back to the district home page from each school pages, click on the big E in the scroll found in the upper left hand corner. This will also be documented.

Mr. Russell stated that he has met with teachers regarding their technology needs. Mr. Russell presented Board members with a proposal to provide each teacher with laptops and replace computer labs with updated machines and add additional projectors in each school. One of the benefits of providing teachers with laptops would be for them to answer e-mails. Some of the computer labs have outdated machines and they would be replaced. The projectors on carts would be similar to the ones provided by 3M. Mr. Russell stated that one projector per 100 students would be provided.

Mr. Arnone stated that every high school history class should have a projector. They would make the classes more productive. History is changing rapidly and it is difficult to study out of a book. Projectors can enhance the learning process. Mr. Russell stated the projectors are mobile. Each school can decide on the placement of the projectors.

Chairman Greco would like to see one projector per grade level at the elementary schools and at least 10 at each secondary school. Mr. Russell stated this plan can be increased to reflect this. Chairman Greco stated the CIP funding for \$150K from the Town was to provide 100 units at \$1,500 each (projector, laptop and cart).

Chairman Greco asked what labs would be replaced. Mr. Russell stated the high school computer labs would be replaced and teacher units would be refreshed. Chairman Greco asked if we could recycle some of the high school computers down to the elementary level. Mr. Russell stated that is the plan.

Mr. Russell stated that he recommends the 4 year FMV leasing plan. Mr. Johnson stated that your recommendation is to not do the buy out plan. Mr. Russell stated that is correct.

Mr. Russell stated he would like to go forward with the plan. Request from Town Council a final number. Mr. Russell can adjust the number to 100 and will provide Board members with the numbers. Mr. Russell would like to get this approved in November and execute in December.

Ms. Hall asked about the labs at the elementary level that have Apple computers. Mr. Russell stated the computers were already updated. Each school will receive new Mac servers in January. The computers are relatively new and the new servers will give them extra horsepower.

Mr. Johnson asked if Apple computers would be part of the lease program. Mr. Russell stated we will work with a leasing company and could lease any type of computers.

Mr. Stokes asked Mr. Russell what do you need us to do next. Ms. Hall stated this is something we have been hoping for. Chairman Greco stated you will not get any complaints from us. Mr.

Johnson stated you will just need to reconfigure your plan with 100 projectors. Board members agreed, as long as the projector count is bumped up to 100, they are in favor of the leasing plan.

Mr. Russell stated he will provide Board members with an updated plan.

Mr. Torre stated that Mr. Russell has been extremely instrumental with ADCO and helpful with our E-School software program. The committee met again today and Mr. Russell and his team have been readily available for our needs. Mr. Torre thanked Mr. Russell for his help.

Chairman Greco thanked Mr. Russell.

8. CORRESPONDENCE AND COMMUNICATIONS

1. Document regarding Teacher Laptop, Computer Labs and Projector Plan 2008.

9. AUDIENCES - None

10. BOARD MEMBER COMMENTS

FHS Student Representative Samantha Reid stated that Fermi will host on Friday, October 17th their Fermi Fest starting at 5:30 PM. All clubs will be present and it is a lot of fun.

Mr. Drony congratulated Mr. Repucci and the Fermi Marching Band for coming in 2nd place at the USS Competition in Cheshire. Mr. Drony stated the students are doing an outstanding job.

Mr. Johnson thanked Mr. Wesner and CUNO 3M and Paul Russell. Mr. Johnson appreciates your donation and looks forward to seeing an updated plan from Mr. Russell.

Mr. Arnone stated that Nancy Lastrina reported that Enfield school lunches are one of the best in the State by providing low cost lunches to students. Our school lunch department deserves kudos. Mr. Arnone encourages Board members to view the article.

Mr. Grady stated that he will attend a workshop for emergency school planning and will report back to the Board.

Ms. Hall urged everyone to collect box tops for education and drop them off at any school. Ms. Hall congratulated Henry Barnard School for their space bulletin. All the planets are displayed and all the classrooms are competing to see how far they have traveled. Ms. Hall stated that the Barnard PTO is subscribing to Brain Pod which is an internet program that provides incentives for answering questions. Ms. Hall stated that she attended a book fair/ice cream social at Prudence Crandall that was very well attended. Ms. Hall stated that both schools are emphasizing reading as well as other schools are. Students are reading before classes start and when they are waiting for their buses. Ellen Philips from the Town Library has been visiting schools discussing their program One Book. At Prudence Crandall, the art teacher is conducting guided reading one day a week on the subject of art; the computer teacher is conducting guided reading in the computer lab; morning announcements are done by students recommending a book they have read and why they like it. Barnard would appreciate additional volunteers in and out of the classrooms.

Chairman Greco stated that he attended a Parent Leadership Academy meeting and they hosted a group from Toast Masters. It was actually a Toast Masters meeting and they would like to start a Toast Masters chapter in Enfield. If you would like additional information regarding this, contact Chairman Greco.

Chairman Greco urges everyone to support the referendum on energy/energy conservations. This is a wonderful program that will give us new equipment in our buildings without a tax increase. Chairman Greco stated that we will be contributing towards the green effort and urges community members to support this referendum.

Ms. Hall stated there will be a second referendum question. The State is looking for support regarding a constitution convention. Every 20 years this question comes up.

Ms. Hall stated that Fermi is sending students to work with students one-on-one at Prudence Crandall and Barnard. The Fermi students will earn ½ a credit for 60 hours of service provided per semester.

Ms. Hall stated that the Jack-O-Lantern Festival is this Saturday on the Town Green from 4:00 – 8:00 PM.

11. SUPERINTENDENT'S REPORT

- a. Parent Seminar – as presented
- b. Youth Vote Activities – as presented
- c. Fermi High School Homecoming – as presented
- d. Jack-O-Lantern Festival – as presented
- e. Fermi National Honor Society Induction – as presented
- f. Grant Report

12. BOARD COMMITTEE REPORTS

Mr. Arnone reported that the Fields Committee is wrapping up. Enfield High's grass is growing and the committee is confident that the grass will be strong enough for spring sports.

Mr. Grady asked about the drainage issue at Fermi High school. Mr. Arnone stated this has been corrected. They have addressed the rock issue on the varsity baseball field.

Mr. Droney reported that the security cameras at JFK are just about ready to go live, Fermi is progressing and they started at Enfield High. Mr. Droney stated that the second security grant has been submitted with the help of Chris Drezek. Mr. Droney stated the Building Security Committee met with some of the secretaries regarding camera locations. Mr. Droney stated that a policy is needed concerning the security cameras.

Mr. Stokes reported that the Personnel Committee met regarding the Audit Committee recommendations. We discussed the list of teacher absences. There is a list in your packet. If you have any questions, please contact Dr. Cooke. Regarding the Teacher Internship program, we would like to see if there is any interest by providing a seminar or workshop.

Mrs. Lavelli-Hozempa has spoken to Nick Maiorino from the University of New Haven and they will work with the Personnel Committee regarding setting up a forum.

Mr. Johnson reported that the Policy Committee met previously and a policy will be brought up on the agenda for a revision tonight. Mr. Johnson asked Mr. Droney to send him the Building Committee's policy concerns and they will add them to the next Policy agenda.

13. APPROVAL OF ACCOUNTS AND PAYROLL - None

14. UNFINISHED BUSINESS - None

- a. **2009 Graduation Site** (*Tabled on 09-09-08*)

Ms. Hall moved, seconded by Mr. Stokes that the Enfield Board of Education removes the 2009 Graduation Site from being tabled.

A vote by **show of hands 7-1-0**, motion to remove the 2009 Graduation Site from being tabled passes with Mrs. Lavelli-Hozempa in dissent.

Ms. Hall moved, seconded by Mrs. Lavelli-Hozempa that Enfield Board of Education have both the Enrico Fermi and Enfield High School Graduations at the First Cathedral in Bloomfield.

Discussion:

Mr. Grady stated that the Mayor was in favor of bringing the graduations back to Enfield. The fields are done and we have the money to purchase a protective cover. Mr. Grady stated he can see the concern for bringing all your family to the Cathedral but what about the students that can't or won't go to the Cathedral. This is not fair to the student even if it is just one student. Mr. Grady mentioned an article in the paper regarding State and Church and their auditing process. Mr. Grady is not comfortable going back to the Cathedral.

Ms. Hall stated that she did not attend the graduation ceremony at the Cathedral last year but was able to watch it on TV and received many positive e-mails regarding the graduations being held at First Cathedral.

Mrs. Lavelli-Hozempa echoed Ms. Hall. She heard from students and parents and they prefer the Cathedral. Mrs. Lavelli-Hozempa stated it also saves us money.

FHS Student Representative Reid stated that the majority of Fermi students would like to go back to First Cathedral.

EHS Student Representative Dague stated that 60% of the students want to graduate at EHS and 40% would like to go to First Cathedral.

Ms. Hall asked about the FHS student last year that came before the Board and stated she would not attend her graduation if it was held at the Cathedral. Did she attend?

Mr. Grady stated that the Cathedral has its advantages. The financial issue was never a problem. We are throwing tradition out the door. Mrs. Lavelli-Hozempa stated that we have discovered a less expensive way to do something. Ms. Hall stated when we first looked at the Cathedral it was not for saving money, but in our current economic situation, saving money anywhere will help. Ms. Hall stated by saving money we can purchase grade level reading books. Mr. Droney stated this does not have anything to do with saving money.

Chairman Greco stated by having the graduations at the Cathedral you do not have to worry about the weather or the number of people that can attend. This has nothing to do with money. Family members have earned the right to share the graduation experience also.

A vote by **roll call 6-2-0**, motion passes with Mr. Stokes and Mr. Grady in dissent.

b. Approve CIP Request for Visual Arts Instructional Equipment

Chairman Greco thanked Dr. Gallacher for getting the list from Mr. Fahey. Chairman Greco asked which high school will receive a kiln? Mr. Drezek stated the quote is for 11 but they will receive 12 kilns.

Mr. Stokes moved, seconded by Mrs. Lavelli-Hozempa that the Enfield Board of Education approves the list as presented by Mr. Fahey for \$32,690.00 for Instructional Equipment for the Visual Arts Department.

Discussion:

Ms. Hall stated if we add this amount to the amount of the music we will be over the \$90K and suggests that the motion be modified to the total amount limited to the \$90K.

Chairman Greco stated we would be over by \$80. Mr. Stokes stated that he is confident that administration can be creative by finding the \$80 in the budget. Mr. Stokes will keep his original motion.

Dr. Gallacher stated that we did purchase a kiln at the high school. Mr. Drezek stated we purchased glass kilns at the high schools.

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

c. Discussion on the Need for D Wing Improvements (Tabled 09/09/08)

Mr. Grady moved, seconded by Mr. Dronney the Enfield Board of Education removes the Discussion on the Need for D Wing Improvements from being tabled.

A vote by **show of hands 6-2-0**, motion to remove the Discussion on the Need for D Wing Improvements from being tabled passes with Mrs. Lavelli-Hozempa and Ms. Hall in dissent.

Mr. Grady stated that D Wing needs improvements and a feasibility study is needed.

Ms. Hall stated that Mr. Drezek was looking into the next steps. Dr. Gallacher stated the Demographic Advisory Committee will be looking into the school organizations and you might want their input first. Mr. Stokes agrees that we need the DAC input before any decisions should be made.

Mr. Dronney asked if there are any safety concerns. Dr. Gallacher stated that the building is inspected by the Fire Marshall each year and the building is safe. If there is something that is not working properly, they don't use it. The teachers will not use unsafe equipment, they will modify the experiment.

Mr. Grady asked about the costs. Dr. Gallacher believes it would be extremely expensive.

Mrs. Lavelli-Hozempa left at 9:10 PM.

Ms. Hall asked for a consensus regarding D Wing Improvements. Mr. Johnson stated it depends on what the building will be used for. Ms. Hall stated that the high school reform will require all students to take 2 lab courses. This has been approved by the State Department of Education and will go before the legislation this year. Ms. Hall believes it will be passed and they will start with 25-30 schools within the State and feels we need the DAC recommendation before we discuss this further.

Mr. Stokes agrees with Ms. Hall and is all for the improvements that are needed to our science wings. Ms. Hall stated that the State proposal has added an additional requirement in the areas of STEM (Science, Technology, Engineering and Math).

Mr. Johnson stated improvements are needed but they would cost around \$15 million.

15. NEW BUSINESS

a. Policy Revision #5141.1 Health Assessments (School Physicals) – First Reading

Mr. Johnson moved, seconded by Mr. Stokes that the Enfield Board of Education approves the policy revisions to Board Policy #5141.1 Health Assessments (School Physicals) as a first reading.

A vote by **roll call 7-0-0**, motion passes unanimously.

Mr. Torre stated that the Athletic Director and Nursing Supervisor will meet on October 15th to work on revising the existing administrative regulations for this policy.

b. CABE 2009 Proposed Resolutions

Ms. Hall asked Board members which resolutions they would like to have approved? There are several items regarding special education.

Mr. Johnson asked if Board members can e-mail their selections to Ms. Hall in order to save time. Ms. Hall stated that Board members were given this opportunity last year and no one e-mailed her regarding their choices. Board members unanimously agreed to e-mail Ms. Hall their recommendations prior to November 13th.

Ms. Hall discussed the plan to replace the BEST program. Ms. Hall stated the plan is extremely confusing. Dr. Gallacher agreed.

Dr. Gallacher stated he has a concern with the drinking age being lowered to 18. CAS and the CIAC are opposing this. Dr. Gallacher believes this may be discussed at the convention and would hope that the Board would not support this.

Dr. Gallacher stated there is a resolution regarding in-school suspensions. We received a DRAFT 38 page document regarding suspensions. The State Legislator and State Board of Education are taking over on what should be local decisions. Dr. Gallacher would also hope that the Board would support the in-school suspension resolution.

Mr. Stokes asked if it would be advisable for the Board to DRAFT a resolution regarding the drinking age being lowered and vote on it at the next meeting. We could then send it to the Town Council for their endorsement. Chairman Greco stated that he would endorse it. Dr. Gallacher recommends we use the resolution provided by CAS. Dr. Gallacher will e-mail it to Board members to view.

Mr. Torre stated it is a good resolution. It lists rational and the ramification of lowering the drinking age.

Mr. Stokes stated the drinking age should remain at 21. If it is lowered to 18, you will have problems with students that are 18.

16. EXECUTIVE SESSION

Mr. Dronney moved, seconded by Mr. Stokes to enter into executive session to discuss Matter(s) Related to Personnel and Matters Related to Personnel. A vote by **show of hands, 6-1-0** motion passes with Mr. Grady in dissent.

Mr. Torre, Dr. Gallacher and Mrs. Goldberg, Enfield Street Elementary School Principal joined the Board for Matters Related to Personnel.

Mrs. Goldberg was excused from Executive Session at 10:35 PM and left the building.

At 10:35 PM, Mr. Torre and Dr. Gallacher were excused from Executive Session and were asked to remain in the building.

At 10:55 PM, Mr. Torre and Dr. Gallacher were recalled to Executive Session.

At 11:06 PM, Mr. Stokes moved, seconded by Mr. Dronney to end the Executive Session and return to Public Session. Motion passed unanimously by a show of hands. No other action was taken in Executive Session.

17. ADJOURNMENT

Mr. Arnone moved, seconded by Mr. Grady to adjourn the Regular Meeting of October 14, 2008. All ayes, motion passed unanimously.

Meeting stood adjourned at 11:07 PM.

Joyce P. Hall
Secretary
Enfield Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary