

**EAST HAVEN PUBLIC SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES  
35 WHEELBARROW LANE, EAST HAVEN, CT 06513  
TUESDAY, MAY 13, 2008  
7:00 P.M.**

**PRESENT: MRS. VITALE, MR. DENUZZO, MR. FINKLE, MRS. GERACI-ANASTASIO, MR. HENNESSEY, MR. HAMMELL, MR. INGLESE, MRS. PADUA and MRS. VINEYARD**

**ABSENT: MR. JOSEPH TRAVAGLINO, DIRECTOR OF BLDGS. & GROUNDS  
MR. ARTHUR MARTORELLA, ASSISTANT SUPERINTENDENT**

**ALSO PRESENT: MR. ANTHONY SERIO, SUPERINTENDENT  
MR. FRANK MEOLI, ADMINISTRATIVE DIRECTOR TO SUPT.  
MRS. MARY ACQUARULO, DIRECTOR OF PUPIL SERVICES  
MR. PAUL RIZZA, FINANCE DIRECTOR  
MRS. PATRICIA LEWIS, FINANCE MANAGER**

**1. CALL TO ORDER**

Mrs. Vitale, Chairperson, called the regular Board of Education meeting to order at 7:07 p.m. in the Boardroom at the high school. Mrs. Vitale asked the Board Clerk, Janice Ball, to do a roll call.

Mr. DeNuzzo	Present
Mr. Finkle	Present
Mrs. Geraci-Anastasio	Present
Mr. Hammell	Present
Mr. Hennessey	Present
Mr. Inglese	Present
Mrs. Padua	Present
Mrs. Vineyard	Present
Mrs. Vitale	Present

**2. MINUTES**

Mrs. Vitale asked for a motion for the approval of the revised minutes for the regular Board meeting of April 22, 2008.

Motion was made by Mr. Finkle and seconded by Mrs. Geraci-Anastasio.

Any discussion on the motion? There was none.

Any abstentions? There were none. Motion carries.

### 3. **CORRESPONDENCE**

- **Chairperson, Mrs. Marilyn Vitale**

Mrs. Vitale spoke about the letter she had received from Shipman & Goodwin from Thomas Mooney. She then read the letter to the Board.

- **Superintendent, Mr. Anthony Serio**

Mr. Serio stated he had no correspondence this evening.

### 4. **SUBCOMMITTEE REPORTS**

- **Athletic Oversight, John Inglese, Chair**

Mr. Inglese stated he had no report this evening.

- **Building and Grounds, Lisa Geraci-Anastasio, Chair**

Mrs. Geraci-Anastasio stated they had discussed bids on the high school maintenance contract, the cleaning contracts, security contract and the possible rebid on the tennis court repairs.

- **Curriculum & Instruction, John Finkle, Chair**

Mr. Finkle stated they had discussed the funding for Story Town. He had nothing else to report.

- **Finance, Thomas Hennessey, Chair**

Mr. Hennessey stated he had no report this evening.

- **Food Service, Kristen Vineyard, Chair**

Mrs. Vineyard reported that she and Mrs. Padua were planning a joint PTA/PTO-Food Service Subcommittee but decided to wait until the beginning of next year. They would be sending out a little newsletter.

- **Grants, Frank Hammell, Chair**

A report was not given.

- **Legal/Negotiations, Frank Hammell, Chair**

The CABA meeting had been held under this subcommittee.

- **Policies and Bylaws, Ronald DeNuzzo, Chair**

A report was not given.

- **Personnel, Frank Hammell, Chair**

Mr. Hammell reported there would be several appointments this evening.

- **PTA / PTO Advisory Committee, Laura Padua, Chair**

This was discussed with Food Service.

- **Special Education, John Inglese, Chair**

A report was not given.

## 5. **REPORTS AND COMMUNICATION**

- **STUDENT REPRESENTATIVE/S**

There were no student representatives at the meeting. Mrs. Vitale asked that this item be removed from the agenda until the next school year.

- **SUPERINTENDENT**

There was no report given this evening.

## 6. **COMMUNICATIONS FROM THE PUBLIC**

Any communication from the public? There was none.

## 7. **SPECIAL RECOGNITIONS AND PRESENTATIONS –None.**

## 8. **OLD BUSINESS**

### 8.1 **Any questions or comments on Board Briefs of 4-22-08**

Any questions or comments?

There was discussion on the oil tanks and whether the deliveries were monitored and the tanks locked. The tank at the Academy was the only tank that deliveries were monitored and the only tank that was locked.

**Mr. Finkle stated after looking at the report, the question would be whether they were going to lock them and when they would be getting deliveries. Mrs. Vitale suggested that Mr. Rizza get involved in this.** There was discussion on the

cost of the locks and the possibility of purchasing bigger tanks. Mr. Rizza spoke about the cost of oil being out of control and how it would not make a difference at this point. Delivery of oil on weekends was brought up and Mr. Rizza stated that most deliveries were made on Fridays and Monday for the schools with smaller tanks. There was a question of whether underground tanks existed and Mr. Rizza explained that the 10,000 gallon tank was here at the high school and the other was a 5,000 gallon tank at Hays School. **There were drawings probably on the high school but Mr. Rizza did not know about Hays. Mr. Hammell felt they were worth looking into. Mrs. Geraci-Anastasio stated she would like to have that information as well.**

Any other questions? There were none.

## 9.0 NEW BUSINESS

### 9.1 Ratification of Appointments

Mr. Serio requested the Board ratify the following appointments with their contractual stipends:

- **EHHS Assistant Freshman Football Coach**
  - *Nick Gargano*
- **EHHS Girls' Cross Country Head Coach**
  - *Sue D'Amico*
- **JMMS Cross Country Coach**
  - *Ed Crisafi*

Motion was made by Mr. Hammell and seconded by Mrs. Geraci-Anastasio.

Any discussion on the motion?

Mr. Inglese questioned whether the coaches were required to have first aid because two of the applicants stated "pending". Mr. Serio responded that he just had a trainer at the high school certified to train all of their coaches in-house. **Mr. Inglese stated they should make sure someone signs off on them.**

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

Mr. Serio stated he would like to add the appointment of Head Cheerleading Coach at the high school.

Motion to add was made by Mr. Hammell and seconded by Mrs. Vineyard.

Any discussion on the motion? There was none.

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

- **Head Cheerleading Coach at EHHS**

Mr. Serio recommended the Board approve the appointment of Bernadette Palmese as the head cheerleading coach at EHHS.

Motion was made by Mr. Hammell and seconded by Mrs. Geraci-Anastasio.

Any discussion on the motion?

Mr. Hammell asked if she was in the system. Mr. Serio did not believe so.

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries

- **Permission to Post Summer School Positions**

Mr. Serio requested the Board's permission to **post for summer school positions**.

Motion was made by Mr. Hammell and seconded by Mr. DeNuzzo.

Any discussion on the motion? There was none.

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries

- **Tuttle School, Part-time Satellite Hostess**

Mr. Serio recommended the Board approve the appointment of Kathy Pearce as a part-time satellite hostess at Tuttle School.

Motion was made by Mrs. Geraci-Anastasio and seconded by Mr. Inglese.

Any discussion on the motion? There was none.

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

## **9.2 Request for Approval of Payment of Invoices:**

- **Dated May 14, 2008 for Fiscal Year 2007-08 in the Amount of \$548,101.86**

Mr. Serio requested the Board approve the payment of invoices dated May 14, 2008 for fiscal year 2007-08 in the amount of \$548,101.86.

Motion was made by Mr. Hammell and seconded by Mrs. Geraci-Anastasio.

Any discussion on the motion?

Mrs. Vitale thanked Mr. Rizza and Mrs. Lewis for giving them the balances on the accounts they had asked for. Mr. Rizza to create a simpler version.

Any further discussion? There was none.

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries. The bills were paid.

## **9.3 Request for Authorization to Bid on High School Maintenance Contract**

## **9.4 Request for Authorization on Bid on Cleaning Contracts at Middle and Elementary Schools**

## **9.5 Request for Authorization to Bid on High School Security Contract**

Mr. Serio recommended the Board approve the following authorizations for bid:

- **Request for Authorization to Bid on High School Maintenance Contract**

- **Request for Authorization on Bid on Cleaning Contracts at Middle and Elementary Schools**
- **Request for Authorization to Bid on High School Security Contract**

Motion was made by Mr. Hammell and seconded by Mrs. Geraci-Anastasio.

Any discussion on the motion?

**Mr. Hammell asked Mr. Rizza to provide copies of those bids to the Board. Mr. Rizza will provide them prior to them going out. Mr. Finkle asked if the security contract fell under Building & Grounds. At some point he would like to readdress the feasibility of looking at it again and doing something on their own.**

There was discussion on the pros and cons of keeping the security the way it was vs. hiring all of their own hall monitors. Mr. Finkle stated he was not looking at full-time positions. Mr. Finkle spoke about the SRO (School Resource Officer) and stated they had not had any budget meetings yet. **He felt this position needed to be discussed more in depth. He was not sure the \$50,000 they were given would give them a school resource officer. He stated it was the only area they could come up with something to model their security side of the budget. It was something he would like to see the Board take a look at before they dive back into the security contract.** Mr. Rizza stated the only problem was the contract ended on June 30<sup>th</sup>.

There was further discussion on whether the money was appropriated on the other side for the other 180 days the SRO would not be at the school working. Mr. Rizza stated that that was still up in the air. **Mr. Finkle felt the issue of hours needed to be worked out, otherwise they couldn't afford the whole salary of an SRO and the Board would have to look at other options. They could see if it was something that could be tied into their security package. They needed to do some research.** Mr. DeNuzzo asked if any monies had been appropriated from the police department. Mr. Rizza stated that currently there was not. Mr. Serio stated it was his understanding it would be a police appointment.

Mr. Inglese asked if the police department was up to staff. Mr. Rizza stated currently, yes. Would an additional officer be added to the force? Mr. Rizza was not sure. Mr. Inglese asked if a number of years down the road, they did not have the manpower to supply us with a police officer, would there still be funding for that position. Mr. Rizza stated he could not answer that question because the staffing of the police department was up to the Chief. Mrs. Padua stated she thought the Town Council had just approved another position because of overtime bills. Mr. Rizza stated they didn't, he did know that. Mr. DeNuzzo asked how

many people the \$120,000 represented. Mr. Rizza stated five at different points in time during the day.

Mr. Hammell asked how Mr. Rizza kept track of when the contracts were up for renewal. Mr. Rizza spoke about the O, R & L contract ending on June 30<sup>th</sup> and their option for a one-year extension at the Board's discretion. Mr. Hammell explained there were three contracts that were all up at the end of June, and it was now May and they were just beginning to talk about going out to bid. Mr. Rizza spoke about the process that had taken place last year and how everything had happened on time. It was not too late, unless they changed their focus on security or cleaning. Mr. Hammell asked if it would be advantageous to start the procedure in April. There was discussion on the budget and needing to know where they stood in order to make the decisions necessary to move forward with the contracts. If changes were to be made to a contract, they might want to discuss it earlier.

**Mrs. Vitale stated perhaps the Chair of Buildings & Grounds could have a meeting at the beginning of April and go through the contracts.**

Any further discussion? There was none.

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

## **9.6 Request for Authorization for Possible Rebid on Tennis Court Repair**

Mr. Serio requested the Board's authorization to possibly rebid on the tennis court repairs.

Motion was made by Mr. Hammell and seconded by Mrs. Geraci-Anastasio.

Any discussion on the motion?

Mr. Rizza stated they wanted to be more specific in their bids so the revisions of the courts would not reoccur after a severe winter. They were trying to put the specs together based on what they used for the Middle School tennis courts. Mr. Hammell asked if it was water that had caused the problems. Mr. Rizza stated it probably was because it was wet underneath.

Any further discussion? There was none.

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

## **9.7 Discussion and Possible Approval of Secretarial Contract 2006-2010**

Mr. Serio requested the Board approve the Secretaries' Contract for 2006-2010. If the Board had any questions, he could answer them.

Motion was made by Mr. DeNuzzo and seconded by Mrs. Geraci-Anastasio.

Any discussion on the motion?

Mr. Hennessey asked what the percentage of increase was for each year. Mr. Serio stated it was 3% each year. Mr. Hennessey asked if that was net three or was their longevity or steps that would make it 5.7%. Mr. Rizza stated there were steps in the back of the contract; most of their people came and stayed and when you reached five years, you were at the end. Mr. Hennessey asked how much of an increase they had received in their budget percentage wise. Mr. Rizza stated he thought around 3.2%.

Mr. Inglese asked what the cost was for this. Mrs. Lewis stated she was working on that. Mr. Rizza stated it would be around \$45,000.

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

## **9.8 Discussion and Possible Approval of Healthy Food Certification 2008-09**

Mr. Serio requested the Board approve the Healthy Food Certification for 2008-09 which would give them the additional reimbursement from the State for not selling junk food.

Motion was made by Mr. Hammell and seconded by Mr. DeNuzzo.

Any discussion on the motion?

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

## **9.9 Request for Approval of the Following Field Trips:**

Mr. Serio requested the Board approve the following field trips:

- **EHHS, Grade 12 to Six Flags New England on May 27, 2008**
- **EHHS, Three HOSA Students/Mrs. Tipping, Dallas, TX, June 18-22, 2008**

Motion was made by Mr. Hammell and seconded by Mrs. Geraci-Anastasio.

Any discussion on the motion?

**Mr. DeNuzzo questioned the chaperone ratio of 1:10 for the trip to Six Flags. Mr. Serio stated he would make sure the principal knew how many chaperones were needed.**

Mrs. Padua questioned what HOSA was. Mr. Serio explained it was a Health Occupation club for nurses.

Any other discussion? There was none.

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

## **9.10 Request for Approval of 2007-2008 Budget Transfers**

Mr. Serio requested the Board's approval of the 2007-08 budget transfers.

Motion was made by Mr. Hammell and seconded by Mrs. Geraci-Anastasio.

Any discussion on the motion?

Mrs. Vitale stated they had no report under Finance but she wanted to state they had discussed all of the budget transfers.

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

## **9.11 Request for Approval of Extension of the Comprehensive Professional Development and Evaluation Plan**

Mr. Serio requested the Board's approval for the extension of the Comprehensive Professional Development and Evaluation Plan.

Mr. Meoli spoke about the State Department of Education and the plan the district had developed back in 2001-06. In 2007 and 2008, they had not received requests to develop a plan. The plan worked to help improve teaching and learning. Some people were calling it an expired plan which troubled him. Next year they would convene a committee and spend a year developing a plan for 2009-2010. He was asking them to approve the extension of the plan they had in place right now until the end of the 2008-09 school year.

Mrs. Geraci-Anastasio asked if it was an expired plan. Mr. Meoli stated some might think it was. The staff had no problem with that? Mr. Meoli stated he had not heard anything yet.

Motion was made by Mr. Hammell and seconded by Mrs. Geraci-Anastasio.

Any discussion on the motion?

Mrs. Padua asked if this was done on Professional Development Days for continued training/education when the kids were off from school. Mr. Meoli stated yes, it linked their professional development to their education.

Any objections to the motion? There were none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

## **9.12 Request for Approval of the Adoption of New Reading Program Named *StoryTown* for Grades K-5**

Mr. Serio requested the Board's approval of the adoption of the new reading program named *StoryTown* for grades K-5.

Motion was made by Mr. Hammell and seconded by Mr. Finkle.

Any discussion on the motion?

Mrs. Vitale stated that this was discussed in Mr. Finkle's subcommittee. Mr. Finkle stated he did note that.

Any objections to the motion? There were none. Any abstentions to the motion? There was one (1) abstention which was Mr. Inglese.

Vote was eight (8) in favor with one (1) abstention. Motion carries.

### **9.13 Discussion of Interview Committee for East Haven Academy Principal Search**

Mr. Serio spoke about how in subcommittee there had been some concerns about the makeup of the search committee and whether the interview committee would include parents and teachers on the staff. Before they finalized the committee, to which he had appointed Mr. Meoli as chair, he would like some advisement from the Board as to what their wishes would be as far as how to pick that committee.

There was an in-depth discussion regarding how this committee should be set up. Mr. Serio had only received a small number of applications and a number of them were internal. There were a number of strong candidates from within, but Mr. Serio thought he would still place another ad in the newspaper. He would like a bigger pool of candidates to work with. Mr. Hammell asked if it was necessary. Mr. Serio responded he did not personally think it was necessary, but he was dealing with a lot of input from the parents at the Academy vs. how they had normally done business with the other schools in the district. He was just trying to appease everyone and pick the best candidate for the school.

Mr. Hammell felt it was important to treat this position the same way they treated any other school in the district. The whole district was equal. Mrs. Vitale asked whether they always had a parent on the committee. Mr. Serio stated they did have three parents of children that sat on the Board. The ultimate decision would come from the Board for approval. Mrs. Vitale stated she had made a commitment to some of the Academy parents that they should have at least a parent on the committee other than someone on the Board. She stated it would appear they had a special interest. She suggested they perhaps ask the president of the PTO/PTA and that person could be the voice of all of the parents. Mrs. Padua felt they would be setting a precedent and all of the other schools would want to do the same. She suggested they get a list from them of their concerns for an ideal candidate.

Mr. Serio stated if they did have a parent on the committee, he would like Frank Meoli and himself make a combined decision as to who that parent would be. It didn't necessarily have to be the president of the PTO. They would like someone with an educational background who had children in the Academy.

Mr. Hammell wanted to reinforce what he said before. He did not think it would be in the best interest of this Board or the district to sway from what they ordinarily did when looking for a principal. If they opened the door, it would be asking for trouble. There were three parents of the Academy on the Board, so the interest was there. He did not think they should go against what they had done in the past regardless of what was said.

There was further discussion on which way the Board members wanted to go with the process. Mrs. Vitale suggested opening it up to all of the schools but that was just her

opinion. She then stated she would go along with whatever the Board decided. Mrs. Vitale stated that Mrs. Padua's suggestion to get input from the parents as to what they were looking for was a great idea.

Mr. Inglese agreed with Mr. Hammell that they should not set a new precedent. He didn't feel they should sway from what was done in the past. This was one school in the district and they should not be treated differently. Mr. DeNuzzo concurred with it. Mrs. Geraci-Anastasio stated she did not feel Mr. Serio should feel obligated or pressured.

There was discussion on the role of the PTO's. Mr. Serio spoke about his reign as a principal and the role of the PTO during that time. Currently, the principals had good working relationships with their PTO/PTA's. He would like to see this direction and not open up a box of empowerment. This was something he wanted to hear from the Board. A single parent would not sway the entire committee. He could do it either way and they had done it both ways. They had done in trying to hire an Athletic Director which had not come to fruition. Mr. Serio stated then they were leaving it to his discretion. Mr. Inglese stated he should do whatever he had done in the past. Mrs. Vitale stated she thought this was an administrative decision and it was not up to them. They were a policy-making Board. Mr. Serio thanked them for their input.

Any further questions? There were none.

## **10. INFORMATION ITEMS**

Any discussion on the informational items?

Mr. Serio spoke about Mr. Martorella's retirement letter in their packets. He stated he would be remiss if he did not say what a valued asset he had been to the school system. Mr. Serio stated he may want to say something on his behalf when he comes to the next Board meeting.

### **10.1 Correspondence**

#### **10.1.1 Resignations/Retirements**

- **Michelle Spring, Preschool Special Education Teacher at Overbrook (Resignation)**
- **Patricia Pappas, 8<sup>th</sup> Grade Science Teacher at JMMS (Resignation)**

#### **10.1.2 School Newsletters**

#### **10.1.3 Letter from Art Martorella to the Board of Education Re: "Retiring"**

#### **10.1.4 Memorandum from Mr. Martorella to Mr. Serio Re: Oil Tanks**

#### **10.1.5 Cafeteria Financial Report – March 2008**

#### **10.1.6 Athletic Department Checkbook – Facility Account Statement, April, 2008**

#### **10.1.7 Athletic Department Checkbook – Regular Account Statement, April, 2008**

**10.1.8 Invitation to EHHS Scholarship Night, June 5, 2008 at 6:45 p.m.**

**11. EXECUTIVE SESSION**

Mrs. Vitale asked Mr. Serio who he would like in Executive Session. Mr. Serio stated it was just himself this evening.

Motion to go into Executive Session was made Mrs. Padua and seconded by Mr. Hammell.

Any discussion on the motion? There was none. There were no objections or abstentions. Motion passes.

Out of Regular Session at 8:05 p.m.  
Into Executive Session at 8:10 p.m.

**11.1 Discussion and Review of the Performance of the Interim Athletic Director**

There was discussion on Mr. Marone's performance as the interim athletic director.

**11.2 Discussion and Review of the Superintendent's Performance and Evaluation**

Mr. Serio handed out evaluation forms and his goals. He then left the meeting at 8:40 p.m. The Board met to discuss Mr. Serio's performance and evaluation.

Motion to go out of Executive back into Regular Session was made by Mr. Hammell and seconded by Mrs. Geraci-Anastasio.

Any discussion on the motion? There was none. There were no objections or abstentions. Motion passes.

Out of Executive Session and into Regular Session at 9:44 p.m.

**12. ESTABLISHMENT OF NEXT REGULAR MEETING**

**THE NEXT REGULARLY SCHEDULED MEETING OF THE BOARD OF EDUCATION – May 27, 2008 – EAST HAVEN HIGH SCHOOL, 35 WHEELBARROW LANE, EAST HAVEN, at 7:00 p.m.**

**13. ADJOURNMENT OF REGULAR MEETING**

Motion to adjourn was made by Mrs. Geraci-Anastasio and seconded by Mr. Inglese. Vote was unanimous in the affirmative. Motion carries. Meeting adjourned at 9:45 p.m.

**RESPECTFULLY SUBMITTED,**

**MRS. MARILYN VITALE, CHAIRPERSON  
EAST HAVEN BOARD OF EDUCATION**