

**EAST HAVEN PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING MINUTES
35 WHEELBARROW LANE, EAST HAVEN, CT 06513
TUESDAY, JANUARY 8, 2008
7:00 P.M.**

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

ABSENT: MR. ARTHUR MARTORELLA, ASSISTANT SUPERINTENDENT

ALSO PRESENT: MR. ANTHONY SERIO, SUPERINTENDENT
MR. FRANK MEOLI, ADMINISTRATIVE DIRECTOR TO SUPT.
MR. JOSEPH TRAVAGLINO, DIRECTOR OF BLDGS. & GROUNDS
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 7:00 p.m. in the Boardroom at the high school.

2. MINUTES

Mrs. Vitale asked for a motion for the approval of the minutes for the regular Board meeting of December 11, 2007.

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

Any discussion on the motion? There was none.

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

Vote was unanimous in the affirmative. Motion carries. The minutes were approved.

3. CORRESPONDENCE

- **Chairperson, Mrs. Marilyn Vitale**

Mrs. Vitale stated she had some correspondence and would have Janice distribute to the Board members.

- **Superintendent, Mr. Anthony Serio**

Mr. Serio had no correspondence this evening.

4. SUBCOMMITTEE REPORTS

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

Mr. Inglese stated he would like to set up a subcommittee for Thursday, January 17th at 6:30 p.m. He would contact Janice to set up an agenda.

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

Mrs. Geraci-Anastasio stated she had no report this evening.

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

Mr. Finkle stated he would set up a schedule with Mr. Serio in order to discuss some of the things they normally didn't discuss.

- **Finance, Thomas Hennessey, Chair**

Mr. Hennessey stated they would be meeting next Tuesday night to discuss the budget process. They would go over the bills this evening as well.

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

Mrs. Vineyard stated she did not have a meeting to set up at this point.

- **Grants, Frank Hammell, Chair**

Mr. Hammell stated he had no report this evening.

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

Mr. Hammell asked Mr. Serio where they stood with the negotiations that were pending. Mr. Serio stated he had talked with our attorney and informally met with the bargaining Unions and in good faith had given them some very fair offers for settlement. They did not seem to be able to come to an agreement. He had asked our attorney to contact their representatives in writing and let them know that they could reconvene for one last time and put it to bed or just look for dates for arbitration. The two Unions were the custodians and the secretaries.

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

Mr. DeNuzzo reported there were some troubling issues at the high school which involved crime. Since the beginning of this school year, there were 22 arrests and for the entire year last year there were 14 arrests. He would like to have a discussion about an SRO.

Mrs. Vitale brought up the issue of a parent who had a child with a peanut allergy and she would like to see this researched. Mr. Serio stated he had looked into it and had surveyed all the Superintendents throughout the State. They had emailed him back and no one bans peanuts throughout their entire district. The cafeterias did not serve peanut products and every measure had been put in place regarding the student with the allergy. Mr. Serio would be meeting with the parent during the next week.

Mr. Hammell felt that the dress code at the high school had slackened off again. There was some discussion on this issue. **Mr. Serio would check with the high school staff regarding this issue.** Mr. Hammell asked if there was a dress code policy for the teachers. Mr. Serio stated he did not believe so. **Mr. Hammell thought perhaps this should be looked into.** Mrs. Vitale stated it might become a Union problem.

- **Personnel, Frank Hammell, Chair**

Mr. Hammell stated there were a number of appointments this evening.

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

Mrs. Padua stated she had no meetings at this time. Mrs. Vitale stated there was a meeting at the Academy. Mr. Serio and the Mayor were there as well as herself. It was good to hear the parents participate and share their views. It was shown on the 10 o'clock news on Channel 8. Mr. Serio had spoken about having communication forums during the year.

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

Mr. Inglese stated he had nothing to report this evening.

- **Channel 19 Broadcasting Oversight, John Finkle, Chair**

Mrs. Vitale asked Mr. Finkle if they really needed this committee. There was some discussion on monies that were supposed to be shared between Channel 19 and Public Access. **Mr. Finkle would be writing a letter and give it to Mrs. Vitale for approval and send it to ETV. They had been requesting monies for two years in a row to buy new equipment and help to offset the cost of the program.**

Channel 19 would no longer be a subcommittee, but Mr. Finkle would monitor it.

5. **REPORTS AND COMMUNICATION**

- **STUDENT REPRESENTATIVE/S**

The student representative, Victoria Daniw, reported on some of the activities at the high school. There was a group that was formed called ROPES and an assembly was held in which the students were not very respectful. Another assembly for a talent show had been held and the students had been warned to be respectful or they would be kicked out of the auditorium. The students were better behaved. The Honor Society held their annual Penny War and collected over \$1,000. They were able to adopt five or six families and fund them to get the gifts they wanted. They were trying to get healthy snacks for after school in one of the vending machines. Students participating in sports had nothing to eat when staying after.

- **SUPERINTENDENT**

Mr. Serio had nothing to report this evening.

6. **COMMUNICATIONS FROM THE PUBLIC**

Any communication from the public? There was none.

7. **SPECIAL RECOGNITIONS AND PRESENTATIONS**

7.1 Power Point Presentation of Little Jacket's Program by Cathy Finkle, Director and Little Jacket's Financial Report by Paul Rizza, Finance Director

Cathy Finkle and Elizabeth Hume gave a report on the Little Jacket's Program. Information was given regarding the hours the program was open and how the program ran. There were before and after-school programs for school-age children at four sites. The hours were 7 a.m. to 9 a.m. and 3 p.m. to 6 p.m. for elementary children in grades 1-6. The Early Learning Centers at Hays and Overbrook had a program for 2 yrs. 9 mos. to 5 years old and was open from 7 a.m. until 6 p.m. Mrs. Finkle directed both programs. Mrs. Hume spoke about the curriculum and both Mrs. Finkle and Mrs. Hume discussed how they scheduled the

children's activities throughout the day. Field trips were taken and the children enjoyed these. They worked with ACES to do benchmarking and conferences and report cards were sent home as well. The Board members asked a couple of questions and were thankful for the information they had learned about the program. They had a better understanding of what the program entailed now. The Board and Mr. Serio complimented them on what an outstanding job they did with the program. They thanked Mrs. Finkle and Mrs. Hume for a wonderful presentation.

Mr. Rizza gave a financial report on the Little Jacket's Program. It was classified as a special revenue fund because it generated its own revenue and paid for its own expenses. He had handed out a financial sheet which gave them a 4-year snapshot starting with July 2003 and ending with June 2007. The Little Jacket Program was part of the Town and Board audit. Outside auditors reviewed it each year. The finances were handled through the business office and checks were cut there and their records were also kept there. Purchase orders were approved through the same process as were the general fund expenditures. The Program paid for custodial overtime, benefits, field trips, arts and crafts, instructional supplies, curriculum materials, textbooks, office supplies and a fairly large amount of snacks. The Board oversees the Program. Mr. Rizza stated that Mrs. Finkle had been there nine years and it had grown and flourished. It was very well run and it was a self-sustaining program.

Mr. Finkle wanted to state that it was a 12-month program and the monies made during the 10 months of school helped to sustain the program during the summer when fewer children were in attendance. The only time they were closed was for a week to clean the schools and the holidays that schools were closed. Mr. Hammell wanted to thank them for educating them about the program.

7.2 “Working Towards Mastery on CMT’s” – Anita Ruff, Principal Tuttle School

Mrs. Ruff handed out a packet to all Board members. She gave the Board an overview of the Language Arts CMT test requirements by strand and sub-strand. She then explained how to collect and analyze the data to form intervention groups and provided examples of strategies used to increase student proficiency related to specific weak areas. She showed examples of student work to demonstrate how her teachers use formative assessments to track student growth towards the desired goal. Mrs. Ruff discussed the importance of parental involvement to help develop the critical elements of language development (background knowledge and experience) needed by students in order to be able to adhere to the very high expectations we hold them to.

Mr. Finkle questioned the aides working with the kids in reading and identifying the problems they were having specifically. He asked Mrs. Ruff if it was the reading consultants charge to say, Mrs. Ruff, you are overseeing math and science and my focus is reading. What is my specific charge? Was it their charge to make sure that their matrix was doing something specific in your building? What was it that they were missing? The reading consultants were not there every day. Was it time? What was the missing piece that they were not seeing the reading scores grow as quickly as math or some others? There was some

discussion on this issue and Mrs. Ruff stated there was a lot of work to do with some of the students with language. They saw this more in the reading and also in the math problem solving portion.

Mr. Serio spoke about the summit meeting he had attended. Mr. Serio stated it was not just an East Haven problem. The vocabulary piece was another common core problem the State had identified. Another issue they had discussed was not allowing kids to start kindergarten before they were five years old.

8. OLD BUSINESS

8.1 Any questions or comments on Board Briefs of 12-11-07

Any questions or comments?

Mrs. Vitale asked if Mrs. Boak received a copy of the minutes she had requested. Mrs. Vineyard stated yes. **Mrs. Vitale asked about the contract books and was told they would be delivered to the Board members.**

9.0 NEW BUSINESS

9.1 Ratification of Appointments

▪ Special Education Paraprofessional at Carbone School

Mr. Serio recommended the Board approve the appointment of Katharine Dougherty as a special education paraprofessional at Carbone. This was a replacement position for 30 hours a week at \$13.39 an hour.

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

Any discussion on the motion? There was none.

Any opposition to the motion? There was none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

▪ ELL Aide at Carbone School

Mr. Serio recommended the Board approve the appointment of Maria Melillo as an ELL aide at Carbone School. This was a new position for 20 hours a week at \$15.45 an hour.

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

Any discussion on the motion? There was none.

Any opposition to the motion? There was none.

Vote was unanimous in the affirmative. Motion carries.

- **FRC Assistant Head Teacher at D. C. Moore School**

Mr. Serio recommended the Board approve the appointment of Nancy Perrozzo as a replacement FRC assistant teacher at D. C. Moore at \$13 an hour for 30 hours a week.

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

Any discussion on the motion? There was none.

Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

- **Cafeteria Satellite Hostess at JMMS**

Mr. Serio stated this item had to be taken off the agenda because the person had taken another position.

Mr. Serio stated he would like to add one item to the agenda which was an appointment for an Account Clerk in the Business Office.

Motion to add was made by Mr. DeNuzzo and seconded by Mr. Finkle.

Any discussion on the motion? There was none.

Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries.

- **Account Clerk in Business Office**

Mr. Serio recommended the Board approve the appointment of Kelly Reynolds as a replacement account clerk.

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

Any discussion on the motion? There was 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 January 9, 2008 for Fiscal Year 2007-08 in the Amount of \$842,821.39**

Mr. Serio requested the Board approve the payment of invoices dated January 9, 2008 for fiscal year 2007-08 in the amount of \$842,821.39.

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

Any discussion on the motion?

Any opposition to the motion? There was none. Any abstentions to the motion? There were none.

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

9.3 Discussion and Approval of Whitson's Food Service Contract for 2007-08

Mr. Serio requested the Board approve the Whitson's Food Service Contract for 2007-08.

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

Any discussion on the motion?

Mr. Serio explained it had come to his attention that he had not signed the contract for the 2007-08 school year. This was something that had to be filed with the State Department of Nutrition. It did not change any of the options they were currently operating in this year. It was not a renewal for 2008-09.

Any opposition to the motion? There was none. Any abstentions to the motion? There were none.

Vote was unanimous in the affirmative. Motion carries

9.4 Possible Approval of Legal Issues/Attorney

Mr. Serio stated he would like to go into Executive Session to discuss this and then possibly come back and take action.

Mr. Serio stated he would like to have Mr. Meoli, Mrs. Acquarulo and himself in the meeting.

No action was taken after the Executive Session.

10. INFORMATION ITEMS

Any discussion on the informational items?

10.1 Correspondence

10.1.1 Resignations/Retirements

- **Patricia Ferraiolo, Secretary in Central Office, Oct. 2008-Retirement**
- **Debbie Thompson, Secretary in Pupil Services, Jan. 15, 2008 – Resignation**

10.1.2 School Newsletters

Motion to go into Executive Session was made by Mrs. Vineyard and seconded by Mr. Finkle. Motion carries.

Out of Regular Session at 8:55 p.m.

Into Executive Session at 9:05 p.m.

11. EXECUTIVE SESSION

11.1 Discussion of Legal Issues/Attorney

There was discussion on legal fees. No action to be taken.

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

Vote was unanimous in the affirmative. Motion carries.

Out of Executive Session at 10:06 p.m.

Into Regular Session at 10:06 p.m.

12. ESTABLISHMENT OF NEXT REGULAR MEETING

THE NEXT REGULARLY SCHEDULED MEETING OF THE BOARD OF EDUCATION – JANUARY 22, 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 Mr. Hammell and seconded by Mr. Finkle. Vote was unanimous in the affirmative. Motion carries. Meeting adjourned at 10:09 p.m.

RESPECTFULLY SUBMITTED,

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