



**TOWN OF ROCKY HILL
BOARD OF EDUCATION
MEETING MINUTES/MOTIONS**

In order to comply with Connecticut General Statutes regarding minutes of meetings, the following will be used to record information during all public meetings that take place. An original must be submitted to the Town Clerk of Rocky Hill within 48 hours of the meeting being adjourned. Motions should be complete, showing the maker and second of the motion as well as how each member voted. Unanimous votes may be listed as unanimous.

NAME OF PUBLIC BOARD OR COMMISSION	Board of Education
DATE MEETING AGENDA POSTED	October 10, 2008 (Revised October 14, 2008)
LOCATION	Rocky Hill Town Hall Council Chambers
DATE OF MEETING	October 16, 2008
TIME MEETING STARTED	7:00 p.m.
PERSON PREPARING MEETING MINUTES	Jo-Anne Booth, Recording Secretary (Absent from meeting)
VERBATIM NOTES TAKEN	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
AUDIO, VIDEO OR LIVE TRANSMISSION OF MEETING	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

MEMBERS PRESENT AT MEETING

1. William MacDonald, Chairman	2. Nadine Bell
3. Raffaella Calciano-Coler	4. Charles McMonigle
5. Maria Mennella	6. Frank Morse
7. Catherine Vargas	8. Charles Wisnioski

NUMBER REQUIRED FOR QUORUM 5 QUORUM PRESENT Yes No

TEXT MOTIONS AND RESULTS VOTES

1st MOTION Passed Failed Tabled

Moved by Nadine Bell, seconded by Raffaella Calciano-Coler, to approve the minutes of the September 10, 2008 Facilities Committee meeting and the September 18, 2008 Board of Education meeting.

**FAVOR: ALL
MOTION CARRIED**

2nd MOTION Passed Failed Tabled

Moved by Catherine Vargas, seconded by Charles McMonigle, to accept the Consent Calendar of October 16, 2008.

**FAVOR: ALL
MOTION CARRIED**

3rd MOTION Passed Failed Tabled

Moved by Raffaella Calciano-Coler, seconded by Charles McMonigle, that the Board of Education accept the contract as recommended by the Personnel and Negotiations Committee and as ratified by the Teacher's Association this afternoon.

**FAVOR: MacDonald, Bell, Calciano-Coler, McMonigle, Mennella,
Morse, Vargas
ABSTAIN: Wisnioski**

MOTION CARRIED

4th MOTION Passed Failed Tabled

Moved by Charles McMonigle, seconded by Frank Morse, to waive the reading (with regards to the first reading of the Bullying Policy).

**FAVOR: ALL
MOTION CARRIED**

5th MOTION Passed Failed Tabled

Moved by Catherine Vargas, seconded by Raffaella Calciano-Coler, to adjourn the meeting at 9:05 p.m.

**FAVOR: ALL
MOTION CARRIED**

LINK TO WORKING NOTES (will be attached if available)

ACTION

CORRECTION(S) (will be attached if available)

TIME MEETING ADJOURNED: 9:05 p.m.

TIME DELIVERED TO TOWN CLERK: _____.

**TOWN OF ROCKY HILL
BOARD OF EDUCATION
MEETING OF OCTOBER 16, 2008**

Members Present: William MacDonald (Chairman)
Nadine Bell
Raffaella Calciano-Coler
Charles McMonigle
Maria Mennella
Frank Morse
Catherine Vargas
Charles Wisnioski

Members Absent: Rene (Skip) Rivard

A meeting of the Board of Education was held on Thursday, October 16, 2008 in the Council Chambers of the Rocky Hill Town Hall. Chairman William MacDonald called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Moved by Nadine Bell, seconded by Raffaella Calciano-Coler, to approve the minutes of the September 10, 2008 Facilities Committee meeting and the September 18, 2008 Board of Education meeting.

**FAVOR: ALL
MOTION CARRIED**

CORRESPONDENCE

Superintendent Dr. Villar said Dr. Gail Thibodeau recently had an article published in the *Journal of Adolescent & Adult Literacy*. Dr. Thibodeau's article is part of the Board of Education members' packets. Superintendent Dr. Villar congratulated Dr. Thibodeau for this recent publication.

Superintendent Dr. Villar said a thank you card was sent by Peg Spelas thanking the Board of Education for the generous gift it gave to her in recognition of her retirement.

Superintendent Dr. Villar received an e-mail from Mr. Ed Chiucarello. Mr. Chiucarello wanted Superintendent Dr. Villar to thank the administration for having evening

conferences scheduled at the school where his children attend. Mr. Chiucarello wanted the Board of Education to be aware that he found this to be very helpful.

Superintendent Dr. Villar said this was all that he had for correspondence.

Mrs. Bell said she understood that someone from the Parent Advisory Board wrote a letter with regards to summer reading. Superintendent Dr. Villar said he would be reporting on this in his Superintendent's Report this evening.

AUDIENCE PARTICIPATION

Meeting Open to the Public

Chairman MacDonald asked if there was anyone from the public who wanted to speak. Mr. Chris Casasanta, 98 Whitewood Drive, R.H. said he was with the Rocky Hill Lacrosse Booster Club. There was support earlier in the year from the Board of Education for this club to form a lacrosse program at Rocky Hill High School. During the budget process, the funding for this got cut. He wanted to point out that there has been support from over seventy students for this for the past three years. These students expressed a desire to play lacrosse. Lacrosse is a growing national trend and it is one of the fastest growing high school sports in the country. Lacrosse also has one of the largest scholarship abilities with high school sports. There is a strong parent organization growing now in Rocky Hill with regards to this. There are a lot of people from other towns who have moved into this town and they had lacrosse programs in the towns they came from. Those parents are behind this 100%. There are also a lot of businesses in this town that are willing to sponsor this program. He mentioned how the Rocky Hill Football Booster Foundation received a grant from this state for athletic enhancements at all levels. He guessed that a portion of this could go towards lacrosse. This would be a co-ed program and it would benefit the Title IX requirements. Lacrosse for boys would require padding and helmets, etc. Lacrosse for girls would require minimal equipment which would be a stick and a face cage. This would have to start as a club sport initially but they are hoping to be at Junior Varsity and Varsity status within a year. The Rocky Hill Lacrosse Booster Club is coming to the Board of Education first and if they get the Board of Education's approval then they can go to Superintendent Dr. Villar and the Athletic Director. Mr. Casasanta said he personally played lacrosse in high school and it is a great sport. If soccer, hockey and football were to be combined into one sport then it would be lacrosse. Lacrosse is called the "fastest sport on two feet". He thought there would be a huge interest by a lot of soccer players in this town as well as for football players. He told the Board of Education that the Rocky Hill Lacrosse Booster Club is just looking for their support and he told the Board of Education members that he appreciated them listening to him this evening.

Chairman MacDonald thanked Mr. Casasanta. Mr. Wisnioski asked where lacrosse would be played. Mr. Casasanta said a football field or soccer field could be used because basically there are just a few extra lines on a field for lacrosse. Mr. Wisnioski

asked Mr. Casasanta if he has spoken to Rocky Hill's Parks and Recreation Director about this. Mr. Casasanta said they haven't approached the Parks and Recreation Director yet because they are looking for approval first. The fields at the high school can be used for lacrosse at the high school level. The future goal is to develop a strong youth program to feed the high school like it is being done for the football program. He is involved with this now and the Parks and Recreation Department has been great with him with this by providing fields every time that they can. He explained that the football program is able to support the high school football team as well as four or five youth football teams and it is able to share the fields. If they are able to develop a high school lacrosse program then they would need the high school fields only and maybe one or two soccer fields. If this did develop into a youth program then every soccer field in town could be lined for lacrosse. Mr. Wisnioski asked what the dimensions are for a lacrosse field. Mr. Casasanta said the dimensions are basically what they are for a soccer field and these are 100' X 50'. There would be an attack box, a midfield line and a crease which is the goal which would be a 10' diameter circle. Mr. Wisnioski said this is a spring sport and he referred to the track at the high school. Mr. Casasanta said this would fit in within the track the same way. Mr. Wisnioski asked what the relationship would be between people doing hurdles, etc. and the lacrosse ball sailing around. Mr. Casasanta said he wouldn't know but he said the same chance would be taken as that of getting hit by a soccer ball. Mr. Wisnioski said as a Board of Education member that this is something that he would want to know. He said he is not against this and this is a great sport. He asked Mr. Casasanta if there would be two fields for lacrosse eventually and if there would be two coaches. He asked if there would be a coach for the girls and a coach for the boys. Mr. Casasanta said yes. He said the goal isn't to "jump on" the football field and that the soccer fields behind it will work just fine. Lacrosse would be played better on grass than it would be on the football field. Mr. Wisnioski encouraged Mr. Casasanta to be able to fully inform the Board of Education as to all of the issues as well as the potential risks that are related to it. Mr. Casasanta said most definitely. Mr. Wisnioski said they have a hard enough time storing the existing athletic equipment they have. Mr. Casasanta said the only things for lacrosse that would have to be stored are the goals and the children would take the lacrosse equipment, which is very light, with them home.

Mr. Wisnioski asked Mr. Casasanta what other high schools within a reasonable driving period from here there are that have lacrosse and if there is a league already. Mr. Wisnioski said this would be one of the things that would help him as a Board of Education member to support Mr. Casasanta. Mr. Wisnioski wanted to know the unfolding plan of what he is looking for. Mr. Casasanta said they could definitely put this together for the Board of Education. Mr. Wisnioski asked how many lacrosse team players are on the field. Mr. Casasanta said there are nine players on the field at a time but eighteen to twenty children would be looked for to make a good squad. Mr. Wisnioski asked how many referees there are. Mr. Casasanta said there are two referees. Mr. Wisnioski asked how many games they are thinking of having. Mr. Casasanta said maybe nine games during the spring. Mr. Wisnioski said this kind of information brings

this more to reality from the concept. He is not against lacrosse but he is against it if he doesn't understand it.

Mr. Casasanta said they understand that Rocky Hill is a small town and how there is the debate as to whether one sport is going to steal from another sport. He thinks there are enough children in the high school to have many sports and to try to offer to the children as many things as possible. There might be twenty children in the high school who find that lacrosse is the sport they fall in love with. He feels that if there is anything that can be offered to children then it might as well be offered.

Chairman MacDonald complimented Mr. Casasanta and the other Rocky Hill Lacrosse Booster Club members for understanding where the Board of Education was during the budget time. Chairman MacDonald told Mr. Casasanta that since then, he has spoken to him and other people as to how the Rocky Hill Lacrosse Booster Club can be proactive. Chairman MacDonald said the Board of Education can't fund this and this might require the Rocky Hill Lacrosse Booster Club or any club to fund something for a couple of years first. It is a compliment to the Rocky Hill Lacrosse Booster Club that it is rallying, coming to the Board of Education and letting the Board of Education members know where this club is at. He also told Mr. Casasanta that it is a compliment that they haven't talked to the Athletic Director or the principal yet because he thought that would have been inappropriate. Chairman MacDonald said he thinks it is appropriate to go through the proper process and to go through the Board of Education first to see if there is an interest. He told Mr. Casasanta that he is going through the proper process to see if there is an interest from the Board of Education to continue its support that it had when it thought there was funding. Chairman MacDonald said through Superintendent Dr. Villar that he would be in favor of asking to continue having this looked at to see if this is feasible but he thinks this is something that would require the new Athletic Director to provide the input to. Chairman MacDonald told Mr. Casasanta that before he went to the Athletic Director, he did the right thing by coming to the Board of Education and seeing what the Board of Education thought.

Mr. Casasanta felt they can raise the money. He is sure that all of the fundraising that had been used to raise money for football and other sports can be applied to this.

Mrs. Bell thought lacrosse is a great sport and she said her family has followed lacrosse over the years. She asked Mr. Casasanta if this was to go forward, what he sees the money going towards with regards to the grant money that he has. Mr. Casasanta said originally the money would go towards equipment such as shoulder pads, helmets and shirts. Mrs. Bell asked about coaching. Mr. Casasanta said at the beginning, they are hoping to get some volunteer coaches. They know there is going to be a little bit of an expense up front but they do have the support of the coach from the Rocky Hill High School football team as well as a few others who have coached the girls' program in the past. On the coaching side, they are trying to keep the costs low and they are trying to put the money into the equipment. Most of the lacrosse sticks are purchased by the players.

Mrs. Bell referred to the funding. She said that she would hate to see all of this enthusiasm, have all of the equipment purchased and then in a year or two for them to look to the Board of Education for a Junior Varsity team and a Varsity team to be funded when they might be fighting to save teachers and the core academics because of the current economy as well as what she is hearing from the state level about ECS funding, etc. Mr. Casasanta said this is understandable. Mrs. Bell said she would hate to see them invest money and look to the Board of Education in a year or so and it is potentially not able to fund this. Mr. Casasanta understands that this is a tough time for everyone. He said they are confident that in one way or another they will raise the money if they get the support from the children and they will minimize the amount of times that they will have to come to the Board of Education to ask for money. They will do whatever it takes to raise the money (i.e. golf outings, etc.) and he thinks most of the parents will pitch in also.

Mrs. Vargas asked Mr. Casasanta if they anticipate starting this, this spring. Mr. Casasanta said they are hoping to. Mrs. Vargas asked Mr. Casasanta, in conjunction with Mr. Wisnioski's questions, if they are going to put together some type of a proposal because she wants to make sure that money they will be getting from donations of businesses will correspond to what their expenses are. Mrs. Vargas said she wants to also know what type of liability there might be to the Board of Education. Mr. Casasanta said most definitely. He explained that this evening was his initial introduction. Next time he will come to the Board of Education and he will have a game plan. He wanted to "throw this out there" at them this evening to know that he has the interest of the Board of Education at least.

Chairman MacDonald told Mr. Casasanta to leverage off of Mr. McCabe and the professionals that have been hired as the Athletic Trainers. Mr. Casasanta said his next move will be to approach them. If they can get the support of the Board of Education and know that the members of the Board of Education are behind them with this then he will make everything happen.

Mrs. Vargas said she would like to see the proposal first. She didn't know if using the staff to do this would be the right way to do this and she asked Superintendent Dr. Villar about this. Superintendent Dr. Villar thanked Mr. Casasanta for the information because this is the first he is hearing about lacrosse and what some of the constraints will be around this sport. Superintendent Dr. Villar agreed that he is concerned about long range funding which is important because if the children are exposed to an activity that they really enjoy then he wants to make sure that they keep giving it to them. With the support of the Board of Education, Superintendent Dr. Villar said he would like to hold a meeting with Mr. Casasanta, the high school administration and the Athletic Director to "flush out" what this would be so that there could be a comprehensive understanding of it. Superintendent Dr. Villar said he wants to feel comfortable that this can exist for more than just one year because if not then he would be concerned for the children. Mr. Casasanta understood.

Mr. Wisnioski knew that the fields are not entirely under the Board of Education's control. There are a lot of demands with regards to the scheduling of McVicar Field. He wasn't sure how the Parks and Recreation Department will be tied into the meeting that is being suggested by Superintendent Dr. Villar but he said the field is a big issue.

Mr. Casasanta said he would prefer not to use McVicar Field and they would prefer to use the soccer fields in the back of it. He said that he could speak to Mrs. Lisa Zerio (Parks and Recreation Director) about this. Mr. Wisnioski said this part needs to be resolved and this aspect is beyond the Board of Education. He explained that they have the first right to the fields but they have to be scheduled in a certain way.

Mr. McMonigle told Mr. Casasanta that he probably has all of the moral support that the Board of Education members can give him. Mr. McMonigle said lacrosse is a great sport but he told Mr. Casasanta that he would hate for him to read the moral support as a guarantee for financial support. Mr. Casasanta understood and he said on his end, he is trying to get the financial support.

Chairman MacDonald thanked Mr. Casasanta for coming to the meeting this evening. Mr. Casasanta told the Board of Education members that he appreciated their time.

Chairman MacDonald asked if there was anyone else from the audience who would like to speak. Mr. Bill Pentland, 325 Old Main Street, R.H. referred to the Rocky Hill High School Marching Band's Show that was held. He thanked the Board of Education, the central office staff, Superintendent Dr. Villar, the high school administration, as well as the Athletic Director who were all on the field. Mr. Pentland also thanked the town side from the Town Manager through all of her staff. The Parks and Recreation staff did a wonderful job. The Town Manager had put together a meeting for Mr. Pentland because they had to worry about the possibility of holding this inside due to the weather being forecast. Mr. Pentland said at this point that unfortunately this needs further discussion but the support that he received was unbelievable so he thanked everyone. He also thanked the public, all of the alumnae as well as the people who came to help out and support this. Everything turned out alright with regards to the weather and the event was able to be done. Everything worked very well. He mentioned how Cheshire had recently celebrated twenty-five years of doing their band show.

Mr. Pentland said the championships are on Saturday, October 25, 2008. Channel 30 invited the Rocky Hill Marching Band to perform at the Health and Wellness Fair at the Convention Center. Channel 30 saw a video of the performance of the band on the website and that is why the band was asked to join them. The visibility of the band has become outstanding. They just did the Columbus Day Parade for the first time and the band will be doing the Veterans Day Parade. He thanked everyone for their support.

Chairman MacDonald said it is nice seeing the band at all of the home football games. It brings the Friday night town spirit together and he said from everything he is hearing, the band director is doing a fabulous job. Mr. Pentland said they are looking forward to the homecoming game that will be played the evening before the championships.

Chairman MacDonald asked if there was anyone else from the public who wanted to speak. Ms. Karen Tabshey, 80 Hunters Ridge, R.H. said she sent a letter to Chairman MacDonald and she cc:d Superintendent Dr. Villar with regards to the summer reading program at Rocky Hill High School. Ms. Tabshey wanted to make sure that this letter had been received and she was told yes. Ms. Tabshey said she understands that there is a Curriculum Committee. People are maybe working on trying to reform it or give it a little “facelift” so that the children have more of an appreciation. The biggest goal that can possibly be given to these children is that they appreciate reading and that they engage in it together. Hopefully they will be able to engage in it by themselves and understand literature too. Ms. Tabshey said her only concern is that she is hoping there is some type of timeline. It is hoped that at some point this can be established so that everyone knows they are moving forward. There are plenty of parents and students, etc. who want to be part of this. Hopefully some type of decision can be come to and some timeline will be able to be drawn up so that this doesn’t continue year after year.

Chairman MacDonald said Superintendent Dr. Villar will talk about this during his report this evening. Chairman MacDonald said it is his expectation that this new revamping or whatever is being done will be effective for this upcoming summer. He has a son who is participating in this program and one son that will be coming up to it. People can’t wait year after year. He applauded Ms. Tabshey and her group in raising some of the questions and concerns. He knew this is something that has been talked about in the past. This is something they all take very seriously and they are committed to making anything that they do better, including this. Ms. Tabshey thanked everyone and she told everyone that she appreciated them for understanding.

Mr. Wisnioski said he is the Chairman of the Curriculum Committee. He was on the Board of Education years ago when the summer reading program was created. He told Ms. Tabshey that he wasn’t sure of the nature of her concerns or the other parents’ concerns but there is a new Curriculum Coordinator. Assistant Superintendent Hourigan is very well aware of the issue. There is also a new Reading Head for K-12. Superintendent Dr. Villar has spoken about curriculum and there was a discussion last week with the principals of the elementary schools, the middle school and the high school. Reading should be one of the subjects that is taught that is understood and encouraged. He assured everyone that by the next Curriculum Committee meeting, there will probably be the initial part of this. Mr. Wisnioski said he would like to get a copy of Ms. Tabshey’s letter. Ms. Tabshey gave copies of this letter out to the Board of Education members.

Chairman MacDonald asked if there were any other public discussions. There weren’t any other ones.

Report of Student Representatives

Superintendent Dr. Villar said Jonathan McKenna and Tanya Mital would be reporting about events from Rocky Hill High School. Superintendent Dr. Villar reviewed the

Bylaws of the Board of Education which stated that there should be high school representatives reporting at these meetings on a regular basis so he invited high school membership. He also intends on including elementary age students as well as the middle school students. He will work with the elementary and middle school principals to insure that those students will participate at well.

Tanya Mital introduced herself and she said that Jonathan McKenna was also supposed to be present but he wasn't. The 2008-2009 school year has gotten off to a great start with sports, extracurricular activities and Lend-A-Paw. Lend-A-Paw was a huge success clocking over a thousand community service hours in the Greater Hartford area. This Monday, Homecoming Week will be starting and she mentioned the events that this will include and she explained how the students will show their school spirit. All of the Rocky Hill sports teams are doing well and many of them will be coming to an end for the season. The biggest football game of the year will be on Friday and this will be held in Berlin. Many clubs and activities are off to a great start. There will be a Blood Drive this year and if anyone is interested in donating blood to the American Red Cross, as long as they are over 17 years of age and over the weight of 110 lbs. then they can sign up through the Student Council Committee or its Advisor. The Shakespeare Classes went to the Hartford Stage to attend Midsummer Night's Dream. The groups that will be going to New Orleans and Ireland are still in the planning modes with regards to working out the logistics, costs for the trips and fundraisers. Rocky Hill High School is planning on having a great year with the newly renovated administration team as well as studying hard and enjoying the many activities that Rocky Hill has to offer.

1. **Consent Calendar**

Moved by Catherine Vargas, seconded by Charles McMonigle, to accept the Consent Calendar of October 16, 2008.

**FAVOR: ALL
MOTION CARRIED**

COMMITTEE REPORTS

3. **Policy**

Mrs. Mennella said this Committee met last week. The members discussed that they had to address Public Act 08-160 which is the Bullying Policy. This Committee wanted to recommend to the Board of Education that it adopt the Bullying Policy which excludes off campus activity. There was also a discussion at this Committee meeting about a Policy Manual being brought up with CABE on the Board of Education's website. Hopefully this will be updated annually. This will be discussed with Superintendent Dr. Villar through CABE.

4. **Finance**

Chairman MacDonald said that Mr. Rivard was not present this evening because he was ill. Mr. Rivard had asked Chairman MacDonald to make a couple of points about the Finance Subcommittee report that he sent to him. Chairman MacDonald said the Finance Committee meeting was held on October 6, 2008. The annual budget calendar was adopted. There was discussion over the need for additional network computer storage. Superintendent Dr. Villar will research alternatives as well as cost and get back to this Committee. Quite a bit of discussion had taken place over the new elementary school with regards to the range of potential operating cost additions if this should pass through the referendum. Through Superintendent Dr. Villar's report at this Committee meeting, the range of \$350,000 to \$500,000 was established. This is in addition to the costs for all day kindergarten that were already previously discussed. Chairman MacDonald asked Superintendent Dr. Villar if he could spend a moment talking about this and then he had some more items that Mr. Rivard wanted him to mention.

Superintendent Dr. Villar said he and Finance Director Turansky worked the numbers again by looking at the most recent financials that they had. A range of positions are included in this because it is unclear seeing this is being projected out quite some time. There are a few variables involved. Even with the referendum passing, the fastest timeline in opening the building would be in three years and more than likely in four years. They would have to look at and estimate what the cost would be with new teacher contracts looking at the enrollment projections of the district and special education needs of students, etc. They would have to try to estimate what the staffing would be based upon all of these variables. They came up with some ranges of potential specialists in particular going from 0 to 3. This is where there is the range of \$350,000 to \$500,000. For caution's sake, he extended this to almost \$600,000 at the top end of it. It is difficult for them to give a solid number but they want the residents of Rocky Hill to know what the potential high point is as well as the potential low point. He referred to the staff that will be needed. They tried to bring all of this in when coming up with this range and they also separated the cost of kindergarten because this is a separate piece. Mrs. Bell asked about the all day kindergarten. Superintendent Dr. Villar said the cost would be \$229,000 for the first phase and the cost will be an additional \$207,000 for the second phase. These are guesstimates at this point. Mrs. Bell confirmed that Phase II is a net additional and Superintendent Dr. Villar said that is correct.

Chairman MacDonald said Mr. Rivard wanted him to report on a couple of other items from the Finance Committee meeting. There had been a discussion over the need for a Quarterly Bearings Analysis Report. This will be provided, with commentary, to the Board of Education. The Financial Report will be amended so that the headings will be more user friendly and clearer as to the content. There was a discussion held also with regards to a Third Party Administrator for Tax Shelter Annuity Plans. He asked Mrs. Mennella and Mrs. Vargas who are both members of the Finance Committee if they had anything else to add and they didn't.

Superintendent Dr. Villar apologized to the Board of Education members and he said the headings in the Financial Report that was passed out to them this evening are traditional

headings. They have not made the edits that had been discussed during the Finance Committee meeting but they will make sure that this happens for the next set of reports. A quarterly report will also be phased in as well. He said they certainly will put all of this into place.

5. Curriculum

Mr. Wisnioski said he would comment briefly on this and that he would ask Superintendent Dr. Villar or Assistant Superintendent Hourigan to help him. Mr. Wisnioski said a Curriculum Committee meeting had been held last week. This Committee's members were present as well as a number of other Board of Education members. Sixth Grade math was discussed as well as the text that is being used for this. There was a discussion of the elementary school reading program. There was a general discussion about the high school courses and this touched upon the uncertainty of what will be required by the state of high schools particularly in this economic situation. He asked Superintendent Dr. Villar and Assistant Superintendent Hourigan to touch upon their broad overview of what will be the basis of how specific issues are looked at. Superintendent Dr. Villar said he began that meeting sharing a vision for a curriculum development with the Committee that he feels this town should be following. This gets to having curriculum becoming viable and guaranteed. He explained more about this. They will be working to write specific curriculum that they believe will be fully aligned with the state standards. They also know that they have to access learning by having the guaranteed curriculum. They are in the process of creating a system of assessment across the district. He said it was important for the public know that testing is a form of assessment but it is not the only type of assessment educators need to do. He explained what is meant when assessment is talked about. In the future, he will be able to provide the Board of Education a better picture of where they are on these types of things. Superintendent Dr. Villar said they are also engaging in activities of making sure that all students are engaged learners in the classroom and that all students (i.e. English Language Learners and Special Education) have the same equal access to the curriculum as well as support within these classrooms. They also feel that it is very important to have a positive learning environment. They will be bringing to the Board of Education information about ways that this can be incorporated. Assistant Superintendent Hourigan said she will be talking a little more about this later in this evening's meeting when they come to what they have been doing to address the CMT and CAPT results. She said this will be specific curriculum.

2. Personnel and Negotiations

Mrs. Calciano-Coler said the Personnel and Negotiations Committee continues meeting on a regular basis. They are still in the process of negotiating with the four Unions and are making progress.

6. Professional Development

No report was given.

7. **Facilities**

No report was given.

8. **Technology**

No report was given.

9. **Transportation/Accommodations**

No report was given.

10. **Liaison**

No report was given.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

11. **Staff Recognition**

Superintendent Dr. Villar asked Principal Cori DiMaggio to assist him in recognizing a valued employee. Principal DiMaggio said they invited Ms. Peg Lawlor, who retired on August 29, 2008, to this evening's meeting. Ms. Lawlor had worked for the Rocky Hill Board of Education for 18 years, 8 ½ of which were spent in bookkeeping and 9 ½ of which were spent at West Hill School as the front office secretary. Principal DiMaggio said Ms. Lawlor is the ultimate organizer and multi-tasker. Ms. Lawlor has her own alteration business and she comes back to West Hill School as part of the senior volunteer program. Principal DiMaggio asked Ms. Lawlor to come forth so they could honor her in her retirement.

Assistant Superintendent Hourigan said she was going to introduce two student staff members. She introduced Ms. Heidi Bikowski who is working in the guidance department at Rocky Hill High School. Ms. Bikowski had been a guidance intern at Suffield Middle School in the 2007-2008 school year. She obtained her Master's Degree from the University of Hartford for school counseling. She worked in Human Resources at Aetna before becoming a school counselor. She has an eleven year old daughter. Assistant Superintendent Hourigan welcomed Ms. Bikowski.

Assistant Superintendent Hourigan introduced Mr. Mike Stevens. Mr. Stevens is returning to Rocky Hill as a Fifth Grade teacher at Stevens School. Last year, he was a long term substitute in Fifth Grade and prior to that he was a consortium substitute. He was a student teacher in Fourth Grade in the fall of 2007. He has his Bachelor's Degree from Eastern Connecticut State University and his Master's Degree from the University of New Haven. Assistant Superintendent Hourigan welcomed Mr. Stevens.

Chairman MacDonald congratulated Ms. Bikowski and Mr. Stevens and welcomed them aboard.

12. Approval of Contract and Rocky Hill Teacher's Association

Superintendent Dr. Villar said the Negotiations team recently reached an agreement and mediation with the Teacher's Association. He found out this evening that the Teacher's Association has affirmatively ratified this contract so this will now be up to the Board of Education to approve this.

Moved by Raffaella Calciano-Coler, seconded by Charles McMonigle, that the Board of Education accept the contract as recommended by the Personnel and Negotiations Committee and as ratified by the Teacher's Association this afternoon.

**FAVOR: MacDonald, Bell, Calciano-Coler, McMonigle, Mennella,
Morse, Vargas
ABSTAIN: Wisnioski**

MOTION CARRIED

Under the process, Chairman MacDonald asked Superintendent Dr. Villar if he will deliver this to the Town Clerk in the near term. Superintendent Dr. Villar said this was correct. Chairman MacDonald thanked him.

Mrs. Bell asked if the Board of Education should discuss the contract for the benefit of the public. Superintendent Dr. Villar said this is something that he is not accustomed to doing but he wanted to thank the Association for being very easy to work with during this process. He saw a high level of professionalism and he found it to be a very good experience. He thanked them.

Chairman MacDonald believed that this also has to go in front of the Town Council which he believes has thirty days to act on this. He would prefer that they go through the proper process and then this can be brought up at a future point to talk about it. He thinks there would be a very good discussion on this but this can probably take place a month from now.

13. Bullying Policy (First Reading)

Superintendent Dr. Villar told the Board of Education members that the Bullying Policy is included this evening as a First Reading. Earlier this evening, they heard the recommendation from Mrs. Mennella who is the Chairperson of the Policy Committee that it be accepted by the Board of Education. This will be brought back for a Second Reading next month and at that time he will ask for a motion. At this point, this is in everyone's packets for informational purposes as well as if there are any questions or concerns to be raised then those could be brought back to the Policy Committee as necessary.

Chairman MacDonald asked the members of the Board of Education if they had any questions. Mr. Wisnioski said he has been attending Subcommittee meetings. He has been given the present policy (dated February 6, 2003) and this is in a format that all of their policies are in. He also has been given a generic one from the lawyer. He asked when they see this the next time if some of the blanks that are on the generic one will be filled in. He asked if the Bullying Prevention Coordinator will be the Director of Pupil Services.

Superintendent Dr. Villar told the members that with regards to the packet they have for this, the first two pages are the actual policy. This will be formatted to fit within their Policy Manual. The larger and more substantial pages behind these two pages are the draft administrative procedures. Once the policy is accepted by the Board of Education then these procedures will be completed and put in place with all administrators. The policy requires a substantial amount of administrative action to adhere to.

Mr. McMonigle referred to the third page of this packet and he read aloud what it states in the italics which is "This version excludes off campus behavior from the definition of bullying". He asked if they have other policies that will address this or he asked if this is completely beyond their scope. Superintendent Dr. Villar said the Policy Committee spent a great deal of time discussing this. The Legislation does provide if a Board of Education is interested in attempting to police activities off school grounds that this could be considered as part of the policy. It was his recommendation and the Policy Committee supported that this not be included in the policy and that a policy be adopted that focuses on in-school activities. He explained that this doesn't mean that the school doesn't have the authority to be involved in issues that occur outside of the school at times. He mentioned the clear set of case law that is long established in this state. The Board of Education would lose no authority in this.

Chairman MacDonald asked if this actually has to be read or if the Board of Education can just accept it. Superintendent Dr. Villar said his understanding is the Board of Education Bylaws require this to be brought to the Board of Education twice for approval.

Moved by Charles McMonigle, seconded by Frank Morse, to waive the reading (with regards to the first reading of the Bullying Policy).

FAVOR: ALL

Mr. Wisnioski referred to the present policy under “Purpose” and he read part of the second sentence. He said in looking at the new policy that it seems student focused and not all bullying in schools is student initiated. He asked what the intent is here and if there are other policies that would apply to non-students in the schools. Superintendent Dr. Villar said the intent of this actual policy is to maintain compliance with Connecticut Statutes. There has been a substantial change in the requirements with regards to dealing with reports of bullying in school systems. He explained more and he said this is a focus on student behavior. Inappropriate adult behavior absolutely needs to be dealt with through administrative channels and it would result in disciplinary policies being put in place that have always existed. Inappropriate behavior on the part of any adult that works in the school system will not be tolerated. Mr. Wisnioski said his concern is that in adopting the new policy there is less than what was in the old policy that stated “any individual”. He needs to feel comfortable that their policies are expressed clearly. Superintendent Dr. Villar understood and he said under Connecticut State Statutes and teacher certification that a teacher engaging in bullying or any type of negative behavior towards a student would risk not only their employment but also their certification. This could also result in a reporting of this to the Department of Children and Families and ultimately the license of this individual could be revoked by the Commissioner. This is a form of child abuse and it wouldn’t be tolerated.

Mrs. Calciano-Coler referred to the top of the old policy and she told Mr. Wisnioski that it states “students”. This policy applied only to students in the past.

Mr. Morse asked if the new policy is going to be made available on the website so that parents can read it before the Board of Education approves it. Superintendent Dr. Villar said he is not used to putting policies on the website before they are approved but if it is something that the Board of Education wants then it could be put up. Mrs. Bell suggested having it labeled as a proposed policy. Superintendent Dr. Villar gave one caution and he said the Board of Education can certainly change perhaps some parts of it but the law is very specific and prescriptive so it won’t have a lot of leeway.

14. Class Size Analysis

Superintendent Dr. Villar told the members of the Board of Education that they have a Class Size Analysis Report which essentially follows the format that the Board of Education has historically been accustomed to. This document displays the number of students found in each classroom across the district. At the elementary level, there are no classes that exceed the Board of Education’s class size guidelines. He went over the student enrollment for each elementary school as compared to last year. At the middle school, there are twelve classes in Grade Six that exceed the Board of Education’s class size guidelines. In Grade Seven there are sixteen classes and in Grade Eight there are nine classes that exceed the Board of Education’s class size guidelines. These all exceed the class size guidelines in a minimal way. He would not recommend that the Board of

Education take any action to address this given the current status and looking at some of the tuitions and issues that are being dealt with in the Finance Committee. If this was to change drastically then he might change his recommendation. At the high school, there are thirty-two classes that are above the Board of Education class size guidelines. Twelve of these are for PE for students in Grade Eleven and Grade Twelve. He also was concerned and interested with the courses at the high school that had fewer than ten students in them. There are thirty-six of these courses. Five of these are AP courses. Nine were in PE which is clearly a scheduling issue at the high school. He went into more detail on this. It is very complicated but they are hoping to do a better job. Mrs. Bell referred to gym and she hoped that as the Master Schedule is rebuilt that priorities would be given to core academics. She would rather have gym class over or under in class size as compared to English or Chemistry, etc. Superintendent Dr. Villar agreed and he said that gym has the capacity to handle a larger number of students in a safer environment. He said eight music classes had less than ten students in them. The other classes this occurred in were two basic level courses, four technology education courses, pre-calculus, and two world politics courses. He went over the enrollment for the high school as compared to last year.

Chairman MacDonald asked the members of the Board of Education if they had any questions. Mr. Wisnioski said he didn't believe that the enrollment number was given for the middle school. Superintendent Dr. Villar gave this number. Mr. Wisnioski asked what the enrollment was for the entire district. Superintendent Dr. Villar said the NESDEC projection enrollment numbers are important for them to be monitoring. NESDEC will take the current numbers and they will generate another projection which is an ongoing service that they will provide. There is a difference of 39 students by the NESDEC projection at the elementary level and by their projection the elementary students are up by this amount. At the middle level, it is up 17 students by NESDEC's projection and at the high school level it is up 10 students. Districtwide, it is 66 students higher than predicted from the projection. From the actual enrollment from last year to October 1, 2008, the school district is up 17 students.

Assuming that the Class Size Analysis Report for October 1, 2008 is correct, Mr. Wisnioski said there is a lot of material in it that hopefully will generate discussion about curriculum as it is and as it may be under a state mandate or where Superintendent Dr. Villar and Assistant Superintendent Hourigan as well as the new academic staff think this should go. Mr. Wisnioski asked that there be some data, specifically about AP courses, for students who attend magnet schools in order to make the analysis complete. He referred also to the Greater Hartford Academy of Math and Science and the Performing Arts. He asked Superintendent Dr. Villar where else students attend something part time and Superintendent Dr. Villar believed the two that Mr. Wisnioski already mentioned were the two programs that the students participate in part time. Mr. Wisnioski said it should be looked at as to what is being offered, who is taking what is being offered and what happens. He gave an example of this. He knows their staff has a lot to do and there are fewer of them but more questions. This is a point of beginning as the budget is being done for next year. As the curriculum is discussed, it should be questioned what is going

to be offered when the high school program of studies is put together. He understands that there is a process for this that was laid out at the Curriculum Committee meeting. This is an area of varying opinions but he thinks this is an area that needs to be continued on with.

Mr. McMonigle referred to the kindergarten enrollments at Stevens School and at Moser School. There is a whole range of class sizes. He asked if one of the bus runs could be adjusted to equalize this. Superintendent Dr. Villar said this would be very difficult to do and he gave reasons for this. He wouldn't recommend doing this because extra bus routes would end up being run. When looking at the budget for next year, there might be .5 too many kindergarten teachers at this point. He said they will be careful and mindful as they bring any of these types of recommendations to the Board of Education. He told Mr. McMonigle that right now this is absolutely a function of address and of some preference as to why the kindergarten classes are the way they are.

Chairman MacDonald asked Superintendent Dr. Villar to see if there is a way it would be possible to combine classes if there are similar activities or similar disciplines. Chairman MacDonald then referred to a watercolor paint class with five children in that class and he said it begs if this is something that can be combined with another type of an art program or if there is something else that may be more attractive to the students. Everybody needs to get a good handle on all of this before they start the budget process and start budgeting for classes of two, four and five students. Superintendent Dr. Villar recognizes this and he said they will certainly look at this. Another area being looked at is online learning and this might help provide some of the options for students. He had attended a meeting at CREC about this.

Mr. Wisnioski asked if high school students still have an opportunity to do an independent study. Superintendent Dr. Villar said yes. Mr. Wisnioski asked if the members of the Board of Education could have a listing as to how many high school students are taking independent studies along with whatever details can be given. Mr. Wisnioski told Superintendent Dr. Villar that he thinks he said some of these courses are offered by the same instructor in the same classroom and he thinks this was briefly discussed at the Curriculum Committee meeting. He asked if this could be identified. He gave an example of twenty-one courses listed in the tech ed area but there are three instructors and they teach five courses. He asked if some of these are either for the second semester or if some of these are doubling up with the same instructor at the same time. Superintendent Dr. Villar said he went through the Master Schedule in the tech ed department and this is a function of semester courses that results in twenty-one courses being listed with three teachers each teaching five courses. He gave more detail about this. Mr. Wisnioski said somehow somebody needs to express this as a matter of fairness to the Board of Education members reading this information and to the high school administration. He asked Superintendent Dr. Villar when he is talking about semesters if he is talking about after January. Superintendent Dr. Villar said that was correct and he said he has a printout of the Master Schedule that he had distributed earlier on in September. He told the members of the Board of Education that he can print a new copy

of this that lists Semester 1 and Semester 2 on it. This would allow them to see each teacher's class and the number of students assigned to it, etc. This is a check and balance that he uses to ensure that all employees who are supposed to have five classes have them. He said he can distribute this to the Board of Education. He mentioned how he also asked the technology department to see if they can generate a report that will put this same information into a matrix that will be a little more user friendly. Another thing that might be done is that this Class Size Analysis Report might be modified. Mr. Wisnioski asked if some courses are second semester ones and Superintendent Dr. Villar said yes. He will forward the Master Schedule to them and he will share the matrix with them once he has it. Chairman MacDonald said that would help and he said that would be fine.

15. Curriculum & Instruction

Assistant Superintendent Hourigan said she was going to provide an update with regards to what has been done with curriculum and instruction so far. The 2008 CMT and CAPT results have been analyzed at the district level as well as at the school level. Teachers and administrators have identified areas of focus. District and school level teams have been drafting school improvement plans to focus on these areas and they will be due to Superintendent Dr. Villar by October 31, 2008. Students who have achieved a below basic, basic and proficient have been identified. Plans are being identified in order to address the needs of these students as well as continuing the best practices that have been used to help the other students to achieve. She, the Math Implementation Specialist and the Language Arts Coordinator have assisted school level teams with the drafting of their procedures and plans. The data teams are the ones who are spearheading this work. They will be monitored by central office administrators as well as by building level administrators.

Assistant Superintendent Hourigan said the program review of language arts at the elementary level has begun. She and the Language Arts Coordinator have worked together and they have created and administered an anonymous language arts program online survey to all elementary teachers this week. The teachers have until Tuesday to complete this. This survey is grade specific. She gave more detail about the survey. The Language Arts Coordinator will go over the results of this survey on October 24, 2008 with the teachers.

Assistant Superintendent Hourigan said they are very excited about piloting some new state benchmark assessments in Grade Three, Grade Four and Grade Five. It was realized that districts would like some interim measures before the CMT. This will be a multiple choice format and it will be administered three times per year in the fall, winter and spring. Students will complete these tests online. The teachers and the school will get these results immediately. The state is hoping to have this for everyone next year.

Assistant Superintendent Hourigan said there is a co-teaching model that has been established at the middle school level. This has been established with the special educators and general educators working together for math and reading. There are also

targeted reading and math classes established for children with Special Needs. On November 4, 2008, the math department is going to begin working on math curriculum. The goal is to align the curriculum to the new grade level standards and expectations as well as to infuse the inquiry model into the current instructional practices to meet the needs of all of the learners. The professional development plans are focused on the identified areas of need for this year. All of the staff received in-service on PowerSchool and on data teams in August. Middle school teachers and elementary school teachers also received training on differentiated instruction. In a few months, there will be more professional development. The Language Arts Coordinator has already trained elementary teachers on the administration of the DRA 2 in order for them to be able to access the reading levels of students in Grade One and Grade Two. The Language Arts Coordinator's professional development will focus on guided reading and small group instruction on October 24, 2008. Assistant Superintendent Hourigan explained what the professional development will be focusing on in November 2008 and in March 2009. As of July 1, 2009, the discrepancy model to identify students for Special Education will not be used. There was an in-service in the middle school on co-teaching and coming up there will be effective teaching strategies. The teachers have already had some in-service on Mathscapes. They will also be doing some math curriculum writing and RTI. The high school will be focusing on NEASC this year.

Assistant Superintendent Hourigan said Title I money was received this year which is based on economic need as to how it is going to be distributed. Rocky Hill hadn't received this for a number of years. This will be used to purchase guided reading materials for Moser School and for Stevens School. An additional math paraprofessional for Stevens School is going to be looked for because of the high level of need.

Assistant Superintendent Hourigan said this school district qualified to apply for a grant for Immigrant Grant money. This will be used to provide additional after school instruction for qualified students at all of the grade levels. The program will be called "Read to Achieve". In order to qualify for this, the students have to have immigrant status. This will focus on reading instruction and language development for students.

Assistant Superintendent Hourigan asked the members of the Board of Education if they had any questions. Mr. Wisnioski said he knew the teachers were having difficulty with regards to getting online to answer the survey. He referred to the pilot program that the school district will be participating in and he asked if the students will be doing this online. Assistant Superintendent Hourigan said the state is going to be having the students do this online. Mr. Wisnioski asked what computers the students will be using. Assistant Superintendent Hourigan said the students can be brought to the computer labs one class at a time and there are also laptops available that they will be able to use. Mr. Wisnioski confirmed that the students won't be using the computers in the classrooms and Assistant Superintendent Hourigan said no because all of the students wouldn't be able to be on them at the same time. Mr. Wisnioski understood that there are some difficulties with the computers. Superintendent Dr. Villar said the oldest computers are the individual computers in a classroom. Some of these are seven and eight years old so

it is time to replace them. It will be part of the budget request to do this. The priority has been to make sure that the computer labs have the latest machines and the highest technology as well as a course that would require a higher end computer. The elementary schools also have much newer laptop carts that are available for use for the assessment. The issues with the Pentium IIIs are that it takes them a long time to boot and modern software is cumbersome for them. Mr. Wisnioski didn't want them to lose the benefit of the pilot program through a technology problem. He assumed that someone will test this before a student is put in front of it. Assistant Superintendent Hourigan said absolutely.

16. Monthly Financial Report

Finance Director Turansky said at the last Board of Education meeting in September, he had identified two areas of concern. Following the Finance Committee meeting in October, a variance was provided through August showing other variances that had been identified. He was happy to report that the first quarter was ended with no other significant negative variances identified. The information that he had already provided to the Board of Education constitutes all of the reportable variances. If there had been any more variances identified at this point then he would have provided a written report to the members of the Board of Education for tonight. He told the members of the Board of Education that he would be happy to try to answer any questions that they had.

Mr. Wisnioski said he didn't understand the variance for \$68,900 for estimated magnet school transportation which was encumbered for the entire year. The budget equals \$0 because the account was fully funded by a state grant that was received later in the year. He asked Finance Director Turansky what this meant. Finance Director Turansky said back in January when the budget reviews were done, one of the items that had been identified in transportation was the cost for magnet school transportation for GHAMAS and the Arts Program. The state does provide a grant that covers the transportation for this but it is done under a reimbursement basis. Zero ends up being budgeted for this amount because it is known that the state is going to provide all of the necessary funds but the costs have to be paid to the vendor during the course of the year. The reimbursements come from the state in February and in June. Right now the costs are being fronted and then the district will get reimbursed later in the year for these costs. A zero expenditure is expected for this account once the funds from the state are received then the charges from the general fund will be transferred against those grant monies. Mr. Wisnioski asked if this is a one time payment of \$68,900. Finance Director Turansky said no and he said it has been estimated as to what the entire costs will be for the year. He explained more. Mr. Wisnioski asked who the payment was made to. Finance Director Turansky said no payment has been made yet but when it is going to be made then it will be made to the vendor. This is an encumbrance which means it is a reservation of funds in anticipation of making payments in the future. As invoices come in on a monthly basis then payments will be made to the vendor which is the bus company. Mr. Wisnioski asked if it is the district's own bus company and Finance Director Turansky said yes.

Mr. Wisnioski referred to the variance for the post office box rental. He still doesn't understand why the school district has to have a post office box rental for West Hill School. Superintendent Dr. Villar said he had a conversation with Mr. Sullivan, who is the Postmaster, and they are getting to the bottom of this. Superintendent Dr. Villar said he has to continue his conversation with him to finalize this. Superintendent Dr. Villar said there is no real barrier to moving and changing this practice and in years past he wasn't sure if there was cooperation or a regulation that changed because of the distance of the driveway or the security related to where a mailbox would be placed. Mr. Wisnioski asked if the post office box is planning on being eliminated. Superintendent Dr. Villar said this seems to be the direction headed in unless he learns something differently in his conversations with Mr. Sullivan that makes them rethink this.

Chairman MacDonald referred to the grant summary that Assistant Superintendent Hourigan had gone through. There are \$167,000 worth of grants. Chairman MacDonald asked if this is tracked in finance or if it is tracked by Assistant Superintendent Hourigan. Chairman MacDonald asked how the members of the Board of Education can get an updated report with regards to what the "spend" versus what the grant is on an ongoing basis. He assumed that all of the items that are going to be provided for by these grants are distinct and separate from what has been budgeted for. Assistant Superintendent Hourigan said the items are separate and distinct. Finance Director Turansky said this is tracked through the same financial system as the general fund. There is a separate accounting for each of the grants which are audited on an annual basis. Chairman MacDonald asked if the Board of Education members receive these financials on an ongoing basis. Finance Director Turansky said these have not been provided to the Board of Education in the past. Chairman MacDonald referred to the funds that he assumes are from a government agency that are being provided in services to the children of the district. The Board of Education is responsible for insuring the adequate schooling of them. He would have as much a desire to know where they are in the grants and to spend in those as he would on the other amounts. He asked if this can be added. Superintendent Dr. Villar said they certainly can provide this information because it is in the same system. He wanted to reiterate that these grants are also very closely monitored by the state as well. They are audited annually and they are very specifically governed by regulations on how the funds can be expended. He said one of the questions was if these were for additional services for students. Most often this is the case where district funds can't be supplanted in the use of a grant to provide additional services. The school district has to be very careful and Assistant Superintendent Hourigan is monitoring these to make sure this isn't being done. Chairman MacDonald said he isn't asking for anything that hasn't been done. His understanding is that they have the preparation and the spreadsheet. He is asking that this be shared with the Board of Education members. He wants to know on an ongoing basis where the "spend" is. Assistant Superintendent Hourigan said that is fine.

17. Update on Copier Machine Status

Finance Director Turansky said this is an area of great concern on a number of levels. Ongoing conversations have taken place with the sales representative, the service manager and the service technicians. Superintendent Dr. Villar is aware of some very strongly worded communications that have gone over to the company. The last of these raised a specter of legal action to dissolve the contract if the company couldn't perform to the standards that are being required. Finance Director Turansky said the service technician made him aware that there has been some abuse of the machines and this is probably from a lack of training. The service technician provided Finance Director Turansky with some parts. The company is not trying to dispute that these machines aren't performing the way that the school district would want them to. Given the concerns though, Finance Director Turansky had scheduled some training at the schools but the sessions were not that well attended unfortunately. The situation will continue to be monitored and if more is seen of what is suspected to be that the machines are not being treated properly then more follow-up will be done. Some training might have to be mandated for people.

The company is starting to do field overhauls. A significant rebuilding of the machines is being done on site which requires extensive parts replacement. This process has been completed at West Hill School and this is in process now at Stevens School. After this, this process will be done at the high school, the middle school, Moser School and the central offices as well. This overhaul process will make the machines run. This is the last year of the contract for them and it is being hoped that this overhaul will let the machines function the way they are expected to for the remainder of the contract period.

Chairman MacDonald asked the members of the Board of Education if they had any questions or comments. Mr. McMonigle asked if the performance is any better on the machine that has been overhauled. Finance Director Turansky said he is going to follow up with the school to track this.

Mr. Wisnioski said they are at the end of the lease term for these machines and this equipment had a useful life that was less than the lease term. There have been issues about maintenance and he asked if some actions are being taken to investigate alternative companies for the future when this lease ends. He heard that tests weren't given at the high school because the teachers weren't able to copy the tests so there were other costs to the district. He mentioned something also about having to pay for the shipping of the machines that is under the equipment return section. Superintendent Dr. Villar understood that there is a buyout dollar end lease on this machine. Finance Director Turansky believes that it is fair market value and he believes a good case would be able to be made that there is no value left in these machines at this point considering their performance. Mr. Wisnioski confirmed that this was fair market value and he asked if there was any sense as to what this might be. Finance Director Turansky said this hasn't been investigated yet. Mr. Wisnioski said the company unfortunately might have the right to determine fair market value. He thought this is something that needs to be looked into.

Superintendent Dr. Villar said the process will also have to be begun to engage a different company and to do this the RFP will have to be developed and it will have to be put out.

Chairman MacDonald referred to the section that stated purchase option. He said that end lease purchase option is a dollar in Section 18 of all contracts. He told Finance Director Turansky that maybe he could check into this. Finance Director Turansky referred to the front page and he believed that it states fair market value.

Chairman MacDonald referred to the memo Finance Director Turansky had provided to the Board of Education about a five year performance guarantee that was dated 2004. Since he has been on the Board of Education, he has heard about significant issues with a lot of the machines that would have “triggered” non-compliance with this guarantee. He said there are broken pieces that were brought in and there are machines that are undersized for the amount of work that was performed on them. There is also the performance guarantee that it seems the district has not been applying to. He was trying to reconcile these pieces. Superintendent Dr. Villar said one of the objects that has to be “juggled here” is the potential cost of challenging this legally versus bringing this lease to term and moving it to a different company. Their legal budget doesn’t anticipate the expenditure of \$400 per hour in attorney fees to begin to work on this. He said they have at least gotten the company’s attention because of the fact that they are at least rebuilding machines. He agreed with Chairman MacDonald and thinks the machines are undersized. Superintendent Dr. Villar understood that there were financial implications in trying to keep this within a certain range in the beginning of the lease. As they go out to bid for different machines, they have to consider the volume of copies that are done on the machines as well as the length of the term because five years is a long time for this type of equipment. He thinks this is part of the problem they are dealing with.

Superintendent Dr. Villar gave his personal philosophy about the broken machines. He said he doesn’t want to spend too much time training his professional teachers as to how to unjam a copier. He wants their time spent in a classroom working with the children. He wants the office staff and other support staff to be able to assist with these procedures. The same goes for technology and the troubleshooting of a computer. Teachers are hired and are paid a good salary because they are wanted to work with children. This has to be balanced and he said he understood the company’s concern about machines not working. He told the gentleman that he met with that he didn’t care why a machine isn’t working but he just cared that a machine is not working.

Chairman MacDonald said Mr. McMonigle brought up a good point. If there are still issues with the machine that has been refurbished then they should know this. It would take this to a whole other level. Chairman MacDonald thinks this is impacting the children now and he personally believes that enough is enough with the copiers.

Mr. Wisnioski said the box was checked that states fair market value for the contract that this school district entered in and not the box that states a dollar. If Section 18 is looked at, the company determines the fair market value. If these were just refurbished then the

company won't let these go for a dollar. There is an end cost here that needs to be considered. He said maybe the best machines will be supplied and generally transportation, etc. is waived. He thinks something has to be done about this. Some of these companies have just merged unfortunately as will happen in much of the economy. There will be fewer options. He referred to the notification clause in the contract and if the district is not going to renew the lease then the company has to be notified.

Mr. McMonigle assumed that when the RFP is developed that it will go through the Finance Committee and that the same thing will happen when the bids are received. He said it is not uncommon when these types of vendors are switched that they know there are some back-end costs so they will work with people on these. They will build some incentives in and maybe take the moving cost, etc. He is looking forward to this when the proposals will be received.

18. Superintendent's Report

Superintendent Dr. Villar said the Board of Education was aware that he sent out a link with regards to the website. This work is just about finished and it will be able to be moved onto the servers to make this a live site. This is a work in progress. With the Board of Education's approval, he said they are hoping to have a vendor come onboard who is willing to maintain this website for \$100 a month. This individual would collect information and post it to the website. The expectation over time is to continue to add utility to the website. Superintendent Dr. Villar said he will be venturing into the cyber link of blogging and hopefully he will be communicating with the public some of the events that he is involved with. The intention is to make the district more user friendly and to bring information to people. Over time, they will take suggestions, make changes and add pages.

Superintendent Dr. Villar is planning on scheduling a meeting with regards to summer reading. He had several meetings in the spring and he heard very clearly and very loudly from people that they want this program looked at. He pledged support to look at it at that time and he continues to pledge this support. It is clear to him that the Board of Education wants some recommendations brought forth through the Curriculum Committee to the full Board of Education. This process is beginning. With regards to a timeline, he would like to have a meeting in November. During that meeting, he would like to establish the year long timeline to get this work done. There are a lot of initiatives that they are involved in but this one is equally important and the public clearly wants them to address this. They are going to continue to work on this.

Superintendent Dr. Villar referred to the Title I funds and he told everyone how they heard that a paraprofessional is planned on being added to Stevens School. This is part of their initiative to make sure that the needs are being addressed equitably across the district and not equally.

Superintendent Dr. Villar told everyone that they heard about the school improvement plans that will be coming forward.

Superintendent Dr. Villar said he had the opportunity to attend the band show and it was a really good time despite the weather. It was wonderful to see the large number of community numbers and he was really impressed.

Superintendent Dr. Villar said slides from a recent presentation on the CMT and CAPT test from the last Board of Education meeting have been posted on the website. This is on the old website.

Superintendent Dr. Villar said the final state plan by the State Board of Education passed with regards to high school graduation requirements. He had distributed to the members of the Board of Education a draft copy of this. He is working on a comparison to this district's current graduation requirements. He is trying to create a matrix so everyone can see how this links up. This has to be brought to the State Legislature and colleagues of his are somewhat cynical on how these changes will go forward. There are financial implications and in Rocky Hill there is a relationship to what is being considered at the high school as far as the building project. This will continue to be monitored and this will be brought for more discussion to the Board of Education when appropriate.

Superintendent Dr. Villar said they attended the online workshop at CREC on the virtual high school or overall online learning. A couple of alternatives that are out there are being explored. A meeting has been scheduled with the people in administration so more specific information can be obtained for Rocky Hill. He thinks this can be done with a reasonable investment and a significant gain can be obtained from this investment. More will be learned about this. This will be brought to the Board of Education as policy implications as well as maybe graduation requirement implications. Multiple Committees might have to be involved.

Superintendent Dr. Villar said he had a meeting today with Dr. Ken Roy, who is a consultant who does school safety, particularly science safety. Dr. Roy is OSHA certified and he has many years of experience involved in doing school safety audits. Superintendent Dr. Villar arranged this meeting because of the high school science storage area concerns. He is waiting for a proposal from Dr. Roy of which he will share with appropriate Subcommittees of the Board of Education. Superintendent Dr. Villar anticipates this being more expensive than what he will be able to engage in but these services need to be looked at hard and long. It wants to be made sure that all of the safety protocols are being followed that are required to be followed under law. He will bring more information to the Board of Education with regards to this when he has it.

Superintendent Dr. Villar said he is very happy overall with the work of the school administrators adhering to the new changes in the school improvement process. He left last week's Curriculum Committee meeting feeling good that there is a cohesion of the team. Members of the team who have been in Rocky Hill for a long period of time such

as Principal Rick Watson and Principal Cori DiMaggio have “jelled” with the newer people. Superintendent Dr. Villar said this was obvious for people who attended that meeting. He feels they have a synergy moving forward. He thanked them for the hard work that they do every day.

Chairman MacDonald referred to the summer reading program and he knew there will be a working group that includes students, administrators and teachers. He also asked that parents be included as well as other individuals who have taken the initiative to be involved, such as Ms. Tabshey. He thinks there is a lot of value. He thinks at times that it may be thought that just the students and the administrators, etc. know all of the answers but he thinks the parents, the PTO and different organizations should be actively involved in this. Superintendent Dr. Villar said absolutely.

Chairman MacDonald asked when the website is scheduled to go live. Superintendent Dr. Villar said this has to be coordinated with the current tech staff, Mr. Ames, as well as with the individual who has developed this site. This has to be moved from an off site server to an on site server. This can be done within a day. Superintendent Dr. Villar said he has waited to make sure all of the major changes have been made. He thinks they have them all. Chairman MacDonald thinks this is a great step forward. As additional associated costs for this are looked at, he thinks these have to be looked at holistically as a new platform. He said this should be talked about through the Finance Committee first.

19. Board Chair’s Report

Chairman MacDonald spoke about Election Day which will be held on November 4, 2008. Hopefully everyone received a flyer which was about the referendum question which will be Question # 3. He fully supports the referendum for the townwide elementary school system improvements. He encouraged everyone to vote at the election. He thinks the elementary plan was approved by the Board of Education unanimously. He personally recognized the tough economic times but the children are the true investment which everyone must support. He thinks everyone needs to get out there and vote. As far as use of public funds are concerned, there are restrictions and this is why many people in the public are asking him why the children aren’t bringing flyers home and why there aren’t open houses in the school where the deplorable conditions, in his personal opinion, can be shown. He said legally this can’t be done. The members of the Board of Education have all been briefed as to what is allowable and what isn’t. Individual’s opinions will never be taken away. He said that he can tell his opinion and he hopes that everyone will vote for the referendum.

Chairman MacDonald said on October 21, 2008 at the Zoning Board of Appeals meeting and then following on November 5, 2008 at the Planning and Zoning meeting, there is an item on the agenda for both of these meetings that includes new signs at the high school. The first one is for a new entry sign at the high school and the other one is for “Rocky Hill” which would be a nameplate on top of the announcing box on McVicar Field. These items have been championed by Mr. Almeida, who is the new principal at the high

school along with great support by Mrs. Lisa Zerio. He encouraged everyone to attend these upcoming meetings and support this.

Chairman MacDonald said a College Fair is being held next Monday at Glastonbury High School. There will be over two hundred colleges and universities represented. He sees this as another positive step from the Guidance Department in communicating back to the parents.

Chairman MacDonald said there will be a Food Share Yoga Fundraiser which will be held on Thursday, November 6, 2008 at the Rocky Hill Community Center. The Parks and Recreation Department and Core Power which his wife runs are doing something to try to raise money for the Food Share. People at the Food Share are indicating that the people who used to give are now the ones who need it. Food Share can feed someone for an entire month for \$30. He asked everyone to try to attend this.

Mrs. Bell drove by the high school this past weekend for the soccer bash. She noticed there were bags over the "No Parking" signs along the school along Chapin Avenue. She asked if Superintendent Dr. Villar could explore this with the town. She asked why they can't do the same thing when there are open houses or big athletic events. She understands that there would have to be some planning with the Police Department and with the town for this. There have been many nights where parents have gotten tickets or announcements have been made over the PA system with regards to people having to move their cars. She thought if this can be done for the soccer bash then she didn't know why the same can't be done for high school events. Chairman MacDonald agreed and he asked Superintendent Dr. Villar if he could check on this and report back on this in his weekly report. Superintendent Dr. Villar said he actually has a meeting with the Police Chief tomorrow.

**Moved by Catherine Vargas, seconded by Raffaella Calciano-Coler,
to adjourn the meeting at 9:05 p.m.**

**FAVOR: ALL
MOTION CARRIED**

Respectfully submitted,

Jo-Anne Booth
Recording Secretary
(Absent from this meeting)

Accepted by: _____ Date: _____