

**SHELTON BOARD OF EDUCATION  
REGULAR MEETING OF THE BOARD OF EDUCATION  
SHELTON INTERMEDIATE SCHOOL  
675 CONSTITUTION BOULEVARD NORTH  
FEBRUARY 28, 2007**

Chairman Timothy Walsh called the regular meeting of the Board of Education to order at 7:25 PM.

Roll Call: (alpha order)

Paula Ellis

Arlene Liscinsky

Thomas Minotti

Win Oppel

James Oraziotti

Bernard Simons

Carla Sullivan

Timothy Walsh, Board Chairman

A quorum of 8 present and 0 absent

Board of Education present:

Superintendent of Schools, Robin Willink

Assistant Superintendent of Schools, Lorraine Rossner

Director of Finance, Allan Cameron

Director of Instruction, Patricia Curran

Director of Special Education, Valentina Parchin

Operations Manager, Bill Banfe

The pledge of allegiance was led by the Board members.

Chairman Walsh offered an opportunity for the public to speak. No one from the audience wished to speak this evening.

**Thomas Minotti made a motion for the Board to approve the agenda, seconded by Paula Ellis, vote 8-0, motion carried.**

**Thomas Minotti made a motion for the Board to approve the minutes of the regular meeting of the Board dated January 24, 2007, seconded by Arlene Liscinsky, vote 8-0, motion carried.**

**Arlene Lisicnsky made a motion for the Board to approve the minutes of the special meeting dated February 7, 2007, seconded by Win Oppel, vote 8-0, motion carried.**

Chairman Walsh made the following presentations:

Certificate of recognition was given to the Shelton High School cheerleaders and their coaches, Beth Far and Jillian Schmecker. Chrissy Manion, spokesperson for the cheerleaders thanked the Board for recognizing their team.

A certificate of recognition was given to Lynn Coffin and Carolyn Finley for their work on Adaptations. Anne Brison and Christy Bastarache from the Drama Club and Adaptations group thanked the Board for their support and invited them to join them for the spring musical. Mrs. Willink added that they called Comcast and can get the Adaptations presentation on television.

At this time Fran Scarpa was invited to present "The Big Read/National Endowment for the Arts program. This program is going to address reading and literacy and will highlight event surrounding "To Kill a Mockingbird" by Harper Lee. This spring they will be distributing as many free copies of the book as possible with pick up locations within the city at City Hall, SIS, SHS, and the Board of Education and more. Many events surrounding the book will be held throughout the area including a writing/art contest. Mrs. Scarpa distributed bags with all information discussed inside including a calendar of events.

Robin Willink presented the communications to the Board which included a letter from Laidlaw that stated they would provide free transportation to our Robotics Team to their competition. Also included was an invitation from CAFE to attend a Day on the Hill scheduled for March 7<sup>th</sup>.

**Retirements: None**

**Thomas Minotti made a motion for the Board to accept with regret the resignation of Richard Lindberg, JV Baseball Coach, seconded by Win Opiel and Arlene Liscinsky, vote 8-0, motion carried.**

**Leave of Absence: None**

**Arlene Liscinsky made a motion for the Board to approve the appointment of Karen Crosby to Assistant Elementary School Principal, seconded by Win Opiel, vote 8-0, motion carried.**

**Superintendent's Reports & Action Items:**

Mrs. Willink wanted to address the Board and update them on the goals and objectives of the school system to this point in the school year. One of the most important goals was student achievement. Mrs. Willink discussed a lesson presented by Denise Fix (science teacher) and Sandy Cooke (media specialist) at SIS. The class focus was to make brochures. Mrs. Willink showed the Board a few examples of work that the students had done at the 7<sup>th</sup> grade level. The assignment was to create a brochure that might be found in a doctor's office. She continued with all the resources they used to create the brochures finished

product. Mrs. Willink stated that this is a wonderful example of media and technology used in conjunction with the classroom teacher.

**Mid Year Report:**

Long Range Plan: Mrs. Sullivan and her committee have worked to bring the community together to discuss the long range plan and have made a decision to work with the facilitators from CAFE to help us finalize the long range plan, package, and distribute to the public.

Upper Elementary School: Meeting completed this evening with the 5-6 school committee, working diligently on budget items and having things needed, wanted, or what can be done without. Demolition should begin in the spring. A consultant has been hired to do a demographic study to be sure numbers are accurate for reimbursement and planning the building itself.

High School Renovation: Renovation is on target, with auditorium already painted, clean, and open and looking very nice. NEAS&C evaluation is coming and the personnel is working on school discipline code going along with PBS at the K-8 level, school improvement plan, and have reinstated the faculty council.

Student Achievement: Using INFORM to make decisions about academics and strategies about curriculum. Mrs. Willink asked Faylynn Haight to comment on her activities as the Math Instructional Leader going out to the schools and finding positive results. Mrs. Haight gave the Board a brief description of what she has been doing in the classroom.

Kathy Yolish, retired teacher, will be doing some articles for the school system to be published in our local papers, especially the Shelton Weekly. The new editor of the Huntington Herald had called and was looking to add articles from Shelton educators.

Mrs. Willink discussed the many initiatives that are ongoing such as PBS, Tools for Schools, INFORM, and more.

**Instructional Update: Pattie Curran**

Mrs. Curran described the use of Everyday Math in the grades K-4, the MCI (Math in Context) in grades 5-8. She has found that there is a disconnect between the two curriculums with some goals that are not secure until later on in grades 5 and 6. There is a gap including vocabulary differences and format, and she feels there is a need to make a decision noting that the Everyday Math is more aligned with the state frameworks and also more classroom and parent friendly. MIC has changed publishers and no longer producing grade 5 materials. Mrs. Curran added that they are reviewing the program at the intermediate school as well, and that Everyday Math is coming out with a 5-6 and 7-8 program but will also be sure to examine other programs available. She is certain a strong pre Algebra base is important. She added that there are options

and all will be evaluated. Mrs. Curran was most impressed by a booklet issued in September by The National Council of Teachers of Math which documents principles and standards of school mathematics. This tells us curriculum focal points in math and these points should be reinforced throughout the grade levels. Mrs. Curran says that they will make sure that our curriculum is in line with these standards.

5/6 School Report: No report at this time

School Facilities Report: Bill Banfe stated that the Office of Instruction had moved to the first floor at the Board of Education Administrative Offices, with Special Education moving shortly. Demo work will begin in the All Purpose room as well.

The Tools for Schools issued a Mid Year Assessment.

Shelton Intermediate School Building Committee the 3 big tickets items with funds that remain and continue to complete as many tasks as possible until funds are exhausted.

Shelton High School will have a machine to maintain the turf field through funds available through the allotment of the project. The exterior doors for the bus loop and the main entrance quote will go to the Board of Aldermen next week. There will be 17 new air handling units. House 2 has returned to their home location while House 3 has set up in old House 1 location and the Career Center will follow when House 3 returns to their home base. Masonry has started on the addition and during April recess there will be lots done including shutting the water so that water connections can be made. Mr. Walsh added that the Board may want to take a field trip to look at the progress being made, perhaps holding the March meeting at the high school.

**Thomas Minotti made a motion for the Board to approve the calendar for the school year 2007-2008, seconded by Win Oppel, vote 7-1, motion carried.**

**Win Oppel made a motion for the Board to approve the request from Mark Necio, DECA teacher at SHS to travel to Orlando, FL April 27-May 2 to attend DECA'S International Career Development Conference, seconded by Thomas Minotti, vote 8-0, motion carried.**

**Win Oppel made a motion for the Board to approve the request from Ellen Zern, Winterguard Advisor, to travel to Kingston, RI April 16-18 to participate in a competition, seconded by Thomas Minotti, vote 8-0, motion carried.**

**Win Oppel made a motion for the Board to approve the request from Ellen Zern, Winterguard Advisor, to travel to Dayton, OH April 12-15 to participate in a championship, seconded by Thomas Minotti, vote 8-0, motion carried.**

**Win Oppel made a motion for the Board to approve the request from Beth Far, Cheerleading Coach to travel to Westfield, MA March 23-24 for regional championships, seconded by Thomas Minotti, vote 8-0, motion carried.**

**James Oraziotti made a motion for the Board to approve the request of John Niski, Athletic Director to organize and hold the 2<sup>nd</sup> Annual Shelton Athletic Department Road Race Fundraiser on June 2, 2007, seconded by Thomas Minotti, vote 8-0, motion carried.**

NOTE: The Superintendent reserves the right to reconsider approval of a field trip anytime between approval and the time of departure of the trip.

In the event the Superintendent decides at any point to rescind the approval of a field trip, thereby canceling the trip, the Board of Education will not be responsible for any financial losses or penalties incurred by the affected staff, students or their parents or guardians.

In the event that the Superintendent decides at any point to rescind the approval of a field trip, thereby canceling the trip, any leave time granted to any Board employees for the purpose of making the trip will be cancelled, and those employees will be expected to report to work.

Comments by the Board Chair: Timothy Walsh wished to officially welcome Bernard Simons and to add that he has appointed him to committees Athletics, Café/Transportation, and that he has created a new Ad-Hoc committee – Energy which Mr. Simons will chair. He commented on the Superintendent's Progress Report as well as the Long Range Plan and that Carla Sullivan has reached out to the community which will make the plan different this time around.

**Athletics: Paula Ellis**

Committee met today and added that John Niski has completed the folders with no advertising to the folders at the cost of \$1000 including sports rules, regulations with info for parents and the student athlete. A report of winter sports was given and what we could look forward to in the spring. The football coaches joined them asking for new varsity uniforms (80 sets with two jerseys). This would cost approximately \$16,000, but she noted the old uniforms go to the freshmen team. Approximately 8 years ago, new uniforms were purchased. Ms. Ellis wanted to know if they could use the gate receipts to purchase the uniforms. The Athletic Committee voted on purchasing the new uniforms and will address finance for the funds. Arlene Liscinsky asked if this was requested in Mr. Niski's budget request. Mr. Niski said that they were not included. Unfortunately, it was not noted until after the season ended. Mrs. Willink suggested that athletics

reallocate money where possible. Mrs. Sullivan suggested a replacement program for uniforms. Mrs. Ellis said they are looking at such a program for every 6 years. Carla Sullivan added that other uniforms such as the Band should also be looked at. Mr. Oppel asked for a report on when uniforms for each team have been purchased, their condition and when they might need new ones.

Mr. Oraziotti thanked Mr. Niski for getting involved in a program with the area hard hit by Hurricane Katrina donating our old school uniforms to the communities in need. A thank you letter was read by Mr. Oraziotti.

**Building and Grounds: Arlene Liscinsky**

Committee met on the 15<sup>th</sup>, minutes are included in packet. They met with Mr. Papa and Mr. Herrick to discuss the level of responsibility of Parks and Rec with relation to the grounds. Specific items were addressed and determined who would be responsible for what item.

Arlene Liscinsky added that she wished to address the use of building fees. Much discussion took place on the fees, extent of what a day would be considered (number of hours), rates for extended period of time, discount for prep time, etc. Mrs. Liscinsky wanted to take the motion tabled at the last meeting from the table and bring it before the Board this evening. Bill Banfe added that specific events that use the high school facility use them for an extended period of time, multiple days. He suggested the user pay a full day rental fee with a 25% discount for the second day. He also suggested using the same format for an elongated event, for example rehearsal and performance. He finds that identifying exact hours to be used is difficult. Mr. Oppel questioned the discounted rate for prep time as opposed to a matinee and evening performances, two money making opportunities. How is this addressed? Mrs. Liscinsky addressed the out of town for profit fee schedule for an event. Rehearsal would be charged a 25% fee for that part of the rental. The Board entered into a lengthy discussion with many options suggested. Mr. Banfe added that this primarily falls on the shoulders of the high school principal. The fee scheduled has increased drastically from original and it had not been touched in a few years. Mr. Ramia, high school principal was asked for his input. He stated that the Shelton High School auditorium and gymnasium were the best in the SCC (Southern Connecticut Conference). Mrs. Liscinsky felt that these fees should be examined at least every two years.

**Arlene Liscinsky made a motion for the Board to remove the motion tabled as follows: the increase in fees for the use of Shelton Public Schools' buildings and grounds, as introduced in the "Rules and Regulations Governing the Use of School Facilities for Other Than Regular School Purposes", seconded by Win Oppel, vote 8-0, motion carried to take the motion off the table.**

**Arlene Liscinsky made a motion for the Board to approve the increase in fees for the use of Shelton Public Schools' buildings and grounds, as introduced in the "Rules and Regulations Governing the Use of School Facilities for Other Than Regular School Purposes", seconded by Paula Ellis, vote 7-1, motion carried.**

**Curriculum/Policies/Technology: Thomas Minotti**

Meeting will be held on the 15<sup>th</sup> of the month with the public invited with the agenda items being the assessments discussed this evening, curriculum and school profile. They invited Tracey Adkins to speak regarding technology in the system. Also regarding the Mohegan School Diversity Day, Mr. Minotti said it was the second time he attended. He congratulated Lorraine Williams and her PTO, and her staff, but most of all the children for their effort. There were eight modules with each experiencing a different diversity. He said the opportunity to visit, see the youngsters, and their response was very worthwhile.

**Finance: Win Oppel**

Mr. Oppel said the finance committee met and are bringing forward two motions as follows:

**Win Oppel made a motion for the Board to authorize the Superintendent of Schools to enter into a contract for electrical generation services with Constellation New Energy, Inc. of Boston, MA. Electric generation services will begin with the meter reading period of April 2007 continuing through end of the meter reading period in September 2008. The conditions of the contract will be as established by the Connecticut Consortium for the purchase of electric generation services and Board of Education counsel, seconded by James Oraziatti, vote 8-0, motion carried.**

**Win Oppel made a motion for the Board to join the Connecticut Consortium for the Fiscal Responsibility. This is a consortium of cities, towns, Boards of Education, and others concerned about state legislation regarding educational funding issues. C.A.B.E., our association, has voted to join the consortium, locally the Board of Aldermen and the Board of Apportionment and Taxation has voted to join. There is no membership fee. The motion was seconded by Thomas Minotti and Arlene Liscinsky, vote 8-0, motion carried.**

**Reports of Special Committees:**

**C.E.S.: Arlene Liscinsky**

Reported earlier

**C.A.B.E.: Carla Sullivan**

Timothy Walsh felt that it was important to report that four members of the Board did attend this conference as well as the Superintendent, found it interesting and worthwhile.

**Cafeteria/Transportation: James Oraziatti**

Mr. Oraziatti asked Laura Dempsey to file a report and thanked her for her efforts on the research and study done to improve traffic flow/pattern at all the schools in the system. Mr. Oraziatti, Ms. Dempsey and the transportation committee met with the Board of Aldermen, and the Police Chief. Many improvements have been made to all the schools in an effort to improve traffic patterns, parent pick up and drop off, and bus routing. Ms. Dempsey outlined each school, traffic pattern, improvements, and added that they will continue to investigate and make improvements when and where they can do so.

**Negotiations: No Report**

**Long Range Plan Ad Hoc Committee:** Given by Mrs. Willink earlier

**Fundraising Ad Hoc Committee:** Will meet on the 7<sup>th</sup> in Central Office at 6 PM.

Enrollment Report: Mr. Opiel questioned that enrollment was up in general but down at the high school level in the junior and senior class, why is that? Robin Willink said that she would address Cindy Brouillette at the high school regarding this.

**Paula Ellis made a motion to adjourn the meeting, seconded by Thomas Minotti, vote 8-0, motion carried. Chairman Walsh adjourned the meeting at 9:25 PM.**

**Full minutes of the meeting to follow.**

**Respectfully submitted,**

**Patricia Lilling  
Substitute for Board Secretary  
March 12, 2007**