

**SHELTON BOARD OF EDUCATION  
REGULAR MEETING  
BOARD OF EDUCATION ADMINISTRATIVE OFFICES  
382 LONG HILL AVENUE  
SHELTON, CONNECTICUT  
JANUARY 30, 2008**

Chairman Win Oppel called the meeting of the Board of Education to order at 7:30 p.m.

Roll Call: (alpha order)

Paula Ellis

Eugene Kierce

Arlene Liscinsky

Francis MacIvain

Thomas Minotti

Win Oppel, Chairman

James Oraziotti

Bernard Simons

Timothy Walsh

A quorum of 9 present and 0 absent

Board of Education Administration present:

Superintendent of Schools, Robin Willink

Assistant Superintendent of Schools, Lorraine Rossner

Director of Finance, Allan Cameron

Director of Instruction, Patricia Curran

Director of Human Resources, Susan Attard-Kollet

Operations Manager, William Banfe

(2 tapes on file in City/Town Clerk's Office)

The Board led the Pledge of Allegiance.

**Public Hearing:**

Chairman Oppel asked three times if anyone wished to address the Board. There being no one, the Public Portion was closed.

**Approval of Agenda:**

**Arlene Liscinsky made a motion for the Board to approve the agenda; seconded by Eugene Kierce; vote 9-0; motion carried.**

**Approval of Minutes:**

**Thomas Minotti made a motion for the Board to approve the minutes of the regular meeting of the Board dated December 19, 2007; seconded by Timothy Walsh; vote 8-0-1 (1 abstention by Paula Ellis); motion carried.**

**Presentations:**

The Board recognized Maggie Ercolani, Shelton High School student, one of thirty students nationwide to be named a Peter Jennings Project Student Fellow in journalism. Recognition was also given to Shelton High School teacher Sara Collimore and her students in Period 7 Finite Math for fundraising activities which received media attention.

Sean Sullivan, Chairman of the Upper Elementary School Building Committee, presented information to the Board on the progress of the 5/6 school project. Floor plans and renderings of the media center, cafetorium and exterior views were shown and discussed in detail. Mr. Sullivan stated construction will start in April 2008, and the committee is focused and keenly aware of the need to open in fall of 2009.

**Communications to the Board:**

Mrs. Willink noted an invitation to Board Members to attend the Ribbon-Cutting Ceremony at the Regional Center for the Arts on February 7.

**Retirements:**

**Paula Ellis made a motion to accept with regret the retirement of Kathleen Kochiss, Teacher of the Certified Nurse Aid Program at Shelton High School, effective June 30, 2008, after 22 years of service; seconded by Timothy Walsh; vote 9-0; motion carried.**

**Timothy Walsh made a motion to accept the retirement of Linda Hanley, Social Studies Teacher at Shelton Intermediate School, effective June 30, 2008, after 35 years of service; seconded by Paula Ellis; vote 9-0; motion carried.**

**Bernard Simons made a motion to accept with regret the retirement of Sally Kulis, Grade 2 Teacher at Booth Hill School, effective June 30, 2008, after 30 years of service; seconded by Eugene Kierce; vote 9-0; motion carried.**

**Resignations:**

**Paula Ellis made a motion to accept with regret the resignation of Elizabeth Far, Cheerleading Coach, at the conclusion of the 2007-08 season, after five years in the position; seconded by Timothy Walsh; discussion – Paula Ellis commented on Ms. Far's dedication and that she brought the squad to State Champions last year. Vote 9-0; motion carried.**

**Appointments:**

**James Orazietti made a motion to approve the appointment of Adam Reynolds as Head Girls' Track Coach at Shelton High School, replacing Bill Dempkowski, who resigned; seconded by Thomas Minotti; vote 9-0; motion carried.**

**Thomas Minotti made a motion to approve the appointment of Nicole Pavese to the position of Math Teacher at Shelton High School, due to a resignation; seconded by Timothy Walsh; vote 9-0; motion carried.**

**Timothy Walsh made a motion to approve the appointment of Paul Descoteaux to the position of Custodial Foreman; seconded by Paula Ellis; discussion – Mr. Walsh commented that this is a position we have been in need of for a number of years. **Vote 6-0-3 (abstentions by Bernard Simons, Francis MacIlvain and James Orazietti); motion carried.****

*(Tape 1, Side B – 8:16 p.m.)*

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

**Instructional Update** – Mrs. Willink reported on the highlights of a High School Reform meeting at CES that she attended along with Eugene Kierce, Arlene Liscinsky, and Lorraine Rossner. She said there are concerns and criticism about the program changes proposed by the Commissioner and the State. Donald Ramia discussed the session he attended for administrators and concurred that there are concerns.

Patricia Curran reported on the Early Childhood Readiness Classroom, which will have its grand opening at the Education Building of Trinity Lutheran Church on February 13. All costs for the program set up have come from the \$107,000 grant, and future operating costs will be applied to the grant. She said all 16 slots have been filled with full-time placements for three and four year olds with five or six names on a waiting list. Arrangements are being made for Charter Oak to assess the program three times per year at no cost. Part of the requirement of the grant is to achieve NAEYC accreditation within three years.

Robin Willink reported on the positive parent meetings for the new enrichment program conducted this week by Sandy Morrill. The sessions were well attended and parents were enthusiastic about the new program. Sixty students in sixth grade have been identified for participation.

Mrs. Willink expressed appreciation of the Board's previous approval of the release days for K-8 and said those days in January were well utilized by teachers and perceived as a positive thing. The sessions were attended by a number of sixth grade teachers and principals. Susan Arpin noted that her teachers were appreciative and worked on report cards and data input for Inform.

**Superintendent's Reports & Action Items: (Continued)**

**Approved Field Trips** – Included in the packets were copies of approved field trip requests to Massachusetts, New Jersey and Ohio.

**School Facilities Report** – Bill Banfe reviewed the district-wide activities of the Maintenance staff. He noted the need for mandatory radon testing as a result of a law and said a protocol will be established. Chairman Oppel said Anthony Simonetti, SHS Renovation Committee Chairman, will attend this Saturday's Board of Education Workshop, and board members can address their specific concerns at that time. Mrs. Willink said the earlier part of the meeting will be a presentation of the current status of the buildings and everything that has happened since the 2004 Long Range Plan.

**SHS Renovation Building Project** – Bill Banfe said the project is about 95% complete. The elevator is functioning and there are some control issues to be addressed. Work has started on rebuilding the boys' locker room. The HVAC system is being updated throughout the entire length of the project. The committee is looking carefully at a scope review list. As soon as the exact pricing is determined, the committee will request use of the funds. The project completion date is end of March/beginning of April. The punch list system, training on the HVAC system, and the scope review items will probably extend toward the end of the school year.

**Comments by the Board Chair:**

Chairman Oppel briefly reviewed the topics for Saturday's Workshop. He attended the Football Banquet and said all involved should be commended.

**Reports by Standing Committees:**

**Athletics** – James Oraziotti reported that the committee met on January 17 and set an aggressive schedule. Standing meeting date will be the first Thursday at 5 p.m. A recommendation for naming of the complex will be forwarded on to Building & Grounds.

**Building & Grounds** – Eugene Kierce stated the committee is sending seven recommendations to the Finance Committee and one to the Curriculum Committee. Mr. Kierce provided copies of specifications on competitive fields; field and lawn grass cutting and maintenance; and flower, bushes, tree trimming and maintenance

**Timothy Walsh made a motion for the Board to ask the Superintendent to direct the Headmaster of Shelton High School to develop strategies to deal with the troubling graffiti problem at Shelton High School; seconded by James Oraziotti; discussion - Eugene Kierce said that while the committee has determined several ways to reduce the surface area that can be written on and ways to make the surfaces resistant to graffiti, the core problem is that the students are writing the graffiti. Tremendous administrative support is needed to eliminate the behavior. **Vote 9-0; motion carried.****

**Reports by Standing Committees: (Continued)**

**Cafeteria/Transportation** – Bernard Simons reported on the topics of the meetings held January 17 and distributed minutes for both committees. The committee will meet on the first Thursday at 6 p.m.

**Curriculum/Policies/Technology** – Thomas Minotti said the committee met on January 15 and welcomed Lorraine Williams as a new member representing principals. Policies under review were emailed to board members. Under discussion is the possible facilities policy on graffiti.

**Personnel** – Timothy Walsh said the committee will meet on the third Wednesday at 5 p.m. At its meeting on January 11 discussion included current and anticipated positions and upcoming union negotiations. Chairman Oppel said he will appoint two committees to handle the negotiations. The next Personnel Committee agenda will include the draft job description for the 5/6 principal and the house manager for the high school.

**Finance** – Win Oppel stated the committee met earlier this evening.

**Eugene Kierce made a motion for the Board to award a five-year contract for student transportation to First Student, Inc., that the Finance Director will notify First Student of the award by letter, and that the Superintendent be instructed to execute the contract, on behalf of the Board, subject to review and recommendation of Corporation Counsel; seconded by Timothy Walsh; discussion** – Mr. Walsh said it will cost \$100,000 extra if First Student has to provide bus parking, so it is important to continue discussions with the City about available space for this purpose. **Vote 9-0; motion carried.**

Robin Willink discussed plans for an after school program for the intermediate school. A total of 113 students have been identified for possible participation in a program that would run from February to June on Monday, Tuesday and Thursday from 3:00-4:15. Plans are to have four teachers with specialties in subject areas. Late buses would transport the students to neighborhood stops. Costs for teachers, materials, and possible field trips have been estimated to be \$10,000. Howard Gura added that there are plans to provide a snack, and a grant application has been made to Valley United Way. Mr. Gura said they are looking for students who need extra assistance to improve their grades. Mrs. Willink said there would be measurable accountability either by looking at reports cards or other pre and post measures. Chairman Oppel asked Mr. Gura to give an update to the Board in April.

**Win Oppel made a motion for the Board to approve an expenditure of up to \$10,000 for an after school program at Shelton Intermediate School; seconded by Eugene Kierce; vote 9-0; motion carried.**

**Reports of Special Committees:**

**C.E.S.** – Arlene Liscinsky said Susan Hamilton is the new Board Chairman and there will be a board retreat on April 3. Mrs. Liscinsky reminded everyone about the March 30 Autism Awareness Day event and the Ribbon Cutting Ceremony previously mentioned. CES is developing a formula of discounts for teams of teachers to attend workshops, particularly the priority districts.

**CABE** – Timothy Walsh said Robin Willink, Arlene Liscinsky and he attended the CABE Region 7 Breakfast at Hamden Middle School. Several legislators were present to discuss recent legislation including high school suspension. The importance of attending and speaking at hearings or sending letters to representatives prior to passing of legislation was addressed.

**Old Business:**

James Oraziotti discussed the process by which the Board of Education resumes its responsibilities following an election and proposed a policy to address holding an organizational meeting immediately after the swearing in ceremony.

***(Tape 2, Side A – 9:00 p.m.)***

Chairman Oppel said the Policy Committee will receive a copy of this suggestion, and the Charter will be checked.

Mr. Oraziotti mentioned that as a standard policy, all board members should receive a new policy book following the organizational meeting. Arlene Liscinsky discussed a packet for new board members to include a policy book (which contains bylaws), agreement for conflict of interest, and other pertinent information.

**Paula Ellis made a motion to adjourn the meeting at 9:04 p.m., seconded by Bernard Simons; vote 9-0; motion carried.**

*Diane Luther*

***Diane Luther  
Recording Secretary – Board of Education  
February 6, 2008***