

**SHELTON BOARD OF EDUCATION  
SPECIAL MEETING  
BOARD OF EDUCATION ADMINISTRATIVE OFFICES  
382 LONG HILL AVENUE  
SHELTON, CONNECTICUT  
FEBRUARY 4, 2009**

An Executive Session was held at 6:45 p.m. to discuss personnel matters.

Vice Chairman Thomas Minotti called the Special Meeting of the Board of Education to order at 7:18 p.m.

Roll Call: (alpha order)

Paula Ellis

Eugene Kierce (absent)

Arlene Liscinsky

Francis MacIvain

Thomas Minotti

Win Oppel, Chairman (excused)

James Oraziotti

Bernard Simons

Timothy Walsh

A quorum of 7 present and 2 absent.

Board of Education Administration present:

Superintendent of Schools, Robin Willink

Assistant Superintendent, Lorraine Rossner

Director of Finance, Allan Cameron

Director of Human Resources, Rita McDougald-Campbell

Operations Manager, William Banfe

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

The Board led the Pledge of Allegiance.

**Public Hearing:**

Ken Saranich, 27 Lucille Drive, Shelton addressed the Board regarding loss of instruction time for morning kindergarten students due to numerous delayed openings. As no one else wished to address the Board, the public session was closed.

Vice Chairman Minotti explained that this meeting is a Special Meeting, as a result of the cancellation of the Regular Meeting of January 28, 2009.

**Approval of Agenda and Addendum:**

**Bernard Simons made a motion to approve the agenda; seconded by Timothy Walsh; vote 7-0; motion carried. Bernard Simons made a motion to approve the addendum; seconded by Francis MacIlvain, vote 7-0; motion carried.**

**Approval of Minutes:**

**Timothy Walsh made a motion to approve the minutes of the Regular Meeting of December 17, 2008; seconded by Arlene Liscinsky; vote 7-0; motion carried.**

**Presentation:**

Jim Tate (Landscape Architect with Tate & Associates), Mayor Mark Lauretti, and Stanley Kudej presented and discussed an aerial photo, drawings and detailed information regarding improvements to the lower baseball fields at Long Hill School. Mayor Lauretti explained that by charter a building committee was formed and Tate & Associates was selected for engineering services.

Plans are to expand the fields to the north in the open space area and to alleviate as much disturbance to the west in the wetlands area. A gravity block retaining wall will be installed bordering the wetlands. The goal is to have two playable little league fields by regulation with a large multi-use practice field in between. The state-of-the-art fields will be sodded and irrigated. Water for irrigation will be on a separate meter. Improvements will be made to the drainage at the back of the asphalt parking lot. A gravel access road for emergency use will be paved. The path from the school will be upgraded. A line of white pine trees will be planted along the borderline of the private property adjacent to the north to protect school property and define the boundaries. Mr. Tate said security, fencing, and safety considerations are paramount. Contractors will have i.d.s and badges; trucks will be logged in; and contractor deliveries will not be allowed during peak bus hours. Portions of the property will be fenced. The job has to be started by May 1 and completion is expected by August 15. Mayor Lauretti said portable bleachers will be installed but lighting is not a consideration. He also indicated the City will undertake parking lot and driveway restoration. Discussion was held concerning ongoing traffic problems and need for a rental locker for storage.

Mayor Lauretti suggested the Board of Education might consider turning over the field area to the City for maintenance and control, which would still allow the school to have typical everyday use while school is in session. While there is no immediacy to act, it would be handled by a joint resolution of the Board of Aldermen and the Board of Education.

Mr. Tate discussed concerns about construction during school time when windows will be open and noise and dust may become factors. Principal Sue Arpin questioned the availability of the blacktop area in the rear of the school for recess and was told that only the lower area would be off limits.

**Francis MacIlvain made a motion to accept the Long Hill School Field Renovations Project; seconded by Paula Ellis; vote 7-0; motion carried.**

**Communications to the Board:**

Allan Cameron addressed a letter received from the State Office of Policy and Management regarding school heating assistance. The legislature approved heating supplements to school districts, and Shelton received a check for \$67,405 in January that was applied to our heating fuel oil account. Also, Shelton won a grant award of \$56,650 from the Connecticut Department of Environmental Protection to participate in the Connecticut Clean School Bus Program. Between now and the end of this school year, approximately 34 of our buses will be retrofitted with a device to substantially reduce particulate emissions.

**Retirements and Resignations:**

James Orazietti made a motion to accept the retirement of Patricia Green, Special Education Teacher at Lafayette School, effective June 30, 2009; seconded by Francis MacIvain. Timothy Walsh made a motion to accept the resignation of Susan Jensen, School/Office Secretary in the Office of Instruction, effective February 11, 2009; seconded by Francis MacIvain. Timothy Walsh made a motion to accept the resignation of Sharon Thompson from stipend position of Summer School Director, effective for summer session of 2009; seconded by Arlene Liscinsky. James Orazietti made a motion to accept the retirement and resignations noted; seconded by Bernard Simons; vote 7-0; motion carried.

**Appointments:**

Timothy Walsh made a motion to appoint Andrew Porto as assistant ice hockey coach at Shelton High School, seconded by James Orazietti; vote 7-0; motion carried.

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

**Instructional Update** – Mrs. Willink announced four administrative transfers effective for the 2010-2011 school year. Lorraine Williams, currently principal of Mohegan School, will assume the principalship of the new Perry Hill School. Karen Crosby, currently an assistant elementary school principal, will become the assistant principal of Perry Hill. Anne Hamilton will replace Lorraine Williams as principal at Mohegan School. Darlene Tickey will move to Sunnyside as principal when Lafayette School closes. Mrs. Willink said that announcing the transfers at this time will help with the transitions at all of our elementary schools, with the closing of Lafayette, and with the opening of Perry Hill.

Mrs. Willink stated that all elementary schools have been equipped with defibrillators and that Central Office will also have one.

Superintendent Willink discussed Governor Rell's budget announcement with respect to education.

*(Note: Tape 1; Side B, 8:02 p.m.)*

**Instructional Update (Continued)** – Mrs. Willink thanked all staff members who did an amazing job with the response and recovery to the Shelton High School fire. Dr. Smith was individually thanked for her leadership. Superintendent Willink discussed in detail the status of 14 items cited in a report from the Fire Marshal, who has since designated as repaired 11 of the 14 items. Mrs. Willink noted that remaining items stemming from the State Fire Marshal's report are being addressed separately. The code compliance clause of our insurance policy will cover a certain amount of the fire related expenses. The SHS Fire Rehabilitation Building Committee has been formed and includes Bill Banfe, Ken LaCroix, Lorraine Rossner, Fire Marshal Tortora, Mayor Lauretti, Allan Cameron, Elliot Wilson, John Anglace and ex-officio members Beth Smith and Robin Willink. The committee will be addressing the major issues and use of the insurance money. The Board will be updated on the State Fire Marshal's report.

**Field Trips** – The Board was advised of approved field trips for the Colorguard to travel to New Jersey and Ohio.

**School Facilities Report –**

**Systemwide** – Bill Banfe reported the Technology Center will be moving to Central Office on February 14. The crew is working fast to prepare the area. As this is a difficult move technologically, Dana Urban will start to shut down areas on Friday, February 13, the move will occur on Saturday, and Dana will connect everything on Sunday. Any resulting issues will be dealt with over the recess week

There are obstacles hindering the bus lot completion related to work by the utility company. Within the next week or so, the electric service should be provided to the trailer and the last light to illuminate the parking lot will be installed. Following installation of additional lines and with the arrival of warm weather, the area will be resurfaced.

One of the charges given to the SIS II Building Committee was to look at the gymnasium lighting, which has been completed. Some light testing in a number of rooms will be done shortly. Also, the Elizabeth Shelton School boiler project will be inspected and completed soon.

A meeting will be held next week with the firm that recently conducted an energy audit of the balance of the school system to review their findings.

**School Facilities Report (Continued) –**

**Perry Hill School Building Committee** – Site work is progressing. The building committee accepted the ice storage alternate. The committee will meet next week to get a handle on the FF&E with the technology consultant and Central Office staff to make sure we have the building equipment set up as far as the infrastructure is concerned. Some interior construction will be stated within the next few weeks (cement pouring, rebar, etc.).

**Public Improvement Building Committee** – The boiler installations at the four elementary schools are progressing. The boilers (high energy efficient at 88-89%) are all in place and burner assemblies are expected to arrive for installation. RFQs went out for Long Hill and Elizabeth Shelton roofs. The building committee selected 11 firms to submit RFPs, which will be opened by A&T this Thursday. The independent engineering evaluation report was received and is being reviewed by the committee.

**SHS Renovation Building Committee** – The light replacement program is substantially complete. The committee is working on the boiler room upgrades. Submittal drawings for the exterior doors are being reviewed and orders will be placed. Even prior to the December incident, the committee was asked to look at the interior doors and corridor fire doors. The committee is reviewing pricing information.

Francis MacIvain questioned why a building committee was not formed for the work at Central Office, as required by the Charter for work amounting to over \$100,000 performed on any public building. Superintendent Willink will check with Corporation Counsel and report to the Board.

James Oraziatti discussed the decision of the Perry Hill School Building Committee to use an ice storage system, which is more efficient than using a chiller. Mr. Oraziatti also discussed the SHS Renovation Building Committees decision to replace the motor in the chiller for approximately \$74,000 and to consider an ice storage system in the future. There was discussion of insurance coverage for repair of the chiller. In response to a suggestion from Bernard Simons, Superintendent Willink will check into using an outside warranty company. Mrs. Willink said several building committee chairpersons will be asked to give detailed reports on their activities at our next meeting on February 25. Bernard Simons said it would be interesting to know the total savings resulting from use of all the energy projects.

**Items Voted On:**

**Paula Ellis made a motion to approve the fundraising request of the SHS Girls Basketball Parents for the remainder of the 2008/2009 school year; seconded by Bernard Simons. Discussion – Timothy Walsh questioned the candy sale activities, in light of our candy-free policy. John Niski said it is allowed in our current Wellness Policy. Vote 7-0; motion carried.**

**Francis MacIlvain made a motion to table until the next meeting the approval of a survey to be taken by students and staff regarding food service; seconded by Timothy Walsh; vote 7-0; motion carried.**

**Arlene Liscinsky made a motion to review Policy 6141.321, Electronic Information Resources Policy, that will sit for 30 days and be returned for approval at the February 25, 2009 Board Meeting; seconded by Paula Ellis. Discussion - Francis MacIlvain moved to amend the motion as follows: Motion to review Policy 6141.321, Electronic Information Resources Policy, to sit for 30 days and be returned for approval at the March meeting. Seconded by Bernard Simons. Vote on amended motion 7-0; motion carried.**

**James Orazietti made a motion to approve the Shelton Public Schools Calendar for 2009-2010; seconded by Bernard Simons; vote 6-1 (Paula Ellis voted nay); motion carried.**

**Comments by the Board Chair:**

Vice Chairman Minotti read comments from Win Oppel commending Superintendent Willink and staff, Dr. Smith and the high school staff, and Mayor Lauretti, specifically noting the harmonious effort between the City and Board of Education during the high school fire. Also included were comments on the administrative transfers announced earlier.

**Reports By Standing Committees:**

**Athletics – James Orazietti commended John Niski for his efforts in coordinating the athletic schedules following the high school fire.**

**Building & Grounds – Timothy Walsh stated the committee did not meet.**

**Cafeteria/Transportation – Francis MacIlvain commented on the importance of the student survey as we go out to bid for food service.**

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

**Policy/Curriculum/Technology** – Arlene Liscinsky said the committee discussed the connectivity and alignment of world languages between the intermediate and high schools; moving the Talented and Gifted Program into higher grades and investigating hiring another teacher to be trained/coached by Sandy Morrill; suggestion by Eugene Kierce to add an eighth period to the high school schedule. At next committee meeting, discussion will continue on Lead the Way.

**Personnel** – Timothy Walsh said the committee met and decided to meet only an ad hoc schedule as issues develop.

**Finance** – Bernard Simons said the committee met. James Oraziotti requested an outlay of total expenditures on the Board of Education facilities. Bernard Simons will provide this.

**Reports of Special Committees:**

**C.E.S.** – Arlene Liscinsky said the next meeting will be in March.

**CABE** – Timothy Walsh commented on CABE's legislative workshop, Day on the Hill, to be held on March 4. Deadline for registration is February 25. Anyone interested should contact Diane Luther. Arlene Liscinsky noted the workshop is in conjunction with State PTA and encouraged attendance. Timothy Walsh and Arlene Liscinsky attended a legislative session in Region 7 recently and will ask Chairman Oppel to send a letter requesting our placement in another region closer to this area.

*(Note: Tape 2; Side A, 8:50 p.m.)*

**Old Business:**

James Orazetti discussed Perry Hill's furniture account of \$1 million from which \$380,000 was used for ice storage because of deadlines. He asked the Board to consider buying furniture ahead of time from its budget. The consensus of the committee is to use existing furniture. Timothy Walsh was opposed to having the Board purchase furniture when the City underfunded the project.

James Oraziotti asked that a policy be written covering any request of three board members for a special meeting within ten calendar days or whatever time period is agreed upon. As Policy Committee Chairman, Thomas Minotti asked him to submit a written request.

Vice Chairman Minotti referred to enclosures for currently vacant, budgeted positions and the current enrollment report.

**Adjournment:**

**Bernard Simons made a motion to adjourn the meeting at 9:00 p.m.; seconded by Francis MacIlvain; vote 7-0; motion carried.**

*Diane Luther*

***Diane Luther***

***Recording Secretary – Board of Education***

***February 11, 2009***