

# BERLIN BOARD OF EDUCATION

June 13, 2022

## MINUTES

### REGULAR MEETING

Attendance: Julia Dennis – Absent  
Melissa Gibbons  
Jaymee Miller  
Gina Nappi  
Timothy Oakes  
Adam Salina  
Kari Sassu, Ph.D.  
Tracy Sisti  
Matthew Tencza  
Student Representatives: Lindsey Leary  
Samantha Negrao

Also in attendance: Superintendent of Schools Brian J. Benigni; Co-Directors of Curriculum Laurie Gjerpen and Kara Watson; Director of Business Operations Jeffrey Cugno; Finance Director Ashley Dorsey; Director of Human Resources Denise Parsons; Director of Pupil Personnel Services Linda Holian; Supervisor of Special Education – Elementary Michelle Zeuschner; Supervisor of Special Education – Secondary Cindy Martin; Principal of Berlin High School Eileen Eustis; Principal of McGee Middle School Salvatore Urso; Assistant Principal of McGee Middle School Tim Chiaverini; Principal of Griswold School David Kitzman; Principal of Willard School Megan Sirois; and Principal of Hubbard School Alfred Souza.

#### **I. CALL TO ORDER**

##### A. Pledge of Allegiance

Ms. Sisti called the meeting to order at 7:02 p.m. in the Berlin High School Auditorium at 139 Patterson Way, Berlin, Connecticut. The Pledge of Allegiance was recited.

##### B. SPECIAL PRESENTATIONS

###### 1. Announcement – Teacher and Paraprofessional of the Year 2023

Superintendent Benigni announced Berlin School District's 2023 Teacher and Paraprofessional of the Year, Kristin Beaudet and Guillermo Rivera, respectively.

###### 2. Berlin High School Recognition

Berlin High School and McGee Middle School students were recognized at tonight's meeting. Principal Eustis recognized the Berlin High School students, and Ms. Sisti presented the CAFE Student Leadership Awards.

Valedictorian – Jacob Smalley and Salutatorian – Saige Beatman  
CAS Scholar Athletes – Jonathan D'Amore and Clare McGeever  
CAS Arts Awards – Eryn Riggott and Laura Sarrazin  
All-State Chorus – Meredith Gendreau and Elyse Niemiec  
CAFE Student Leadership Awards – Emily Kobus and Lindsey Leary – BHS  
Grace Buchholz and Paolo Cultrera – McGee

Class of 2022 Officers:

President – Michael Vignone  
Vice Presidents – Kyle Carlone and Olivia Salina  
Secretary – Justin Pattavina  
Treasurer – Jacob Ferland  
Social Chair – Clare McGeever

Student Government Officers 2022:

President – Emily Kobus  
Vice President – Michael Damiana  
Secretary/Treasurer – Emily Lamoureux

National Honor Society Officers 2022:

President – Garrett Fallon  
Vice Presidents – Sean Hunt and Lindsey Leary  
Secretary – Jacob Ferland  
Treasurer – Michael Vignone

3. Thank You to BOE Student Representatives – Lindsey Leary and Samantha Negroa

The Board of Education recognized and thanked Lindsey Leary and Samantha Negroa for their enthusiasm, insightful reports and intuitiveness provided to the Board of Education this school year.

**II. COMMITTEE REPORTS/CORRESPONDENCE TO THE BOARD**

A. Report of Student Representatives

Miss Leary reported semester 2 Capstone Day was Monday, June 2, 2022, followed by the Senior Capstone Exhibition in the evening; Scholarship Night was held Monday, June 6, 2022; Athletic Spring Awards Night was held on Thursday, June 9, 2022; and the Class of 2022 graduation was held on Friday, June 10, 2022.

Miss Negroa congratulated all spring sports athletes for having a great season and gave a special congratulation to the girls golf team for winning the CIAC Division II State Championship. Miss Negroa reported the Berlin High School music department Jazz with Pizzazz was held on Friday, June 3, 2022, with over \$6,000 raised for the program from the different fund raising efforts night.

B. Committee Reports

There were no reports this evening.

C. CREC Report

There was no report this evening.

D. Correspondence to the Board

Superintendent Benigni shared a thank you note from Principal Salvatore Urso.

**III. AUDIENCE OF CITIZENS**

At this time, Mr. Salina thanked the Berlin High School administration for a wonderful, outstanding graduation held Friday afternoon and also thanked Helen deRito for coordinating and organizing the graduation.

**IV. CONSENT AGENDA**

- A. Approval of Minutes
  - 1. Regular Meeting of May 9, 2022
  - 2. Special Meeting of June 6, 2022
- B. Monthly Budget Report – Period ending May 31, 2022
- C. Facilities Update

Director of Operations Jeffrey Cugno provided Board members with a Facilities Update, which has been posted in Schoology.

- D. Requests for Leave of Absence – Mary E. Griswold School
  - 1. Teacher of Grade 1

Kaylie Corjulo, teacher of Grade 1 at Mary E. Griswold School, requested an unpaid leave of absence, for childrearing purposes, to begin immediately following her maternity leave through January 2, 2023.

- 2. Social Worker

Kristyn Kalman, social worker at Mary E. Griswold School, requested an unpaid leave of absence, for childrearing purposes, to begin immediately following her maternity leave through January 2, 2023.

**Moved by Mr. Salina, seconded by Dr. Sassu, to accept the consent agenda as presented.**

**FAVOR: ALL**

**MOTION CARRIED: 8:0; including Secretary Tracy Sisti**

**V. NEW BUSINESS**

- A. Berlin Visiting Nurse Association Service Agreement with the Board of Education for July 1, 2022 through June 30, 2023

Board members were provided with the annual agreement between the Berlin Board of Education and the Berlin Visiting Nurse Association, which has been posted in Schoology.

**Moved by Mr. Salina, seconded by Ms. Gibbons, to approve the agreement between the Berlin Board of Education and the Berlin Visiting Nurse Association for 2022-2023.**

**FAVOR: ALL**

**MOTION CARRIED: 8:0; including Secretary Tracy Sisti**

B. Approval of Contract for Copiers

Currently, the Board of Education (BOE) leases 35 multifunction copiers, printers, and scanners throughout the district from The Office Works. The current copier lease will expire in August 2022. In preparation, the BOE and Town of Berlin's (Town) Finance Departments worked closely with the Town's Purchasing Department to bid on copier services for the next five years. The Town and BOE bid together to maximize bidding power and cost savings. Twelve vendors responded to the bid; of the twelve, five vendors were comparable. Board members were provided with a Bid Summary Sheet, which references the prices. Building and district administration requested two alternatives for functions of devices not existing in the current contract. Both are used to determine low bidders' annual BOE lease cost, \$39,302, with alternatives. The Director of Finance requested authorization for the Superintendent or designee to sign a five-year lease with The Office Works for multifunction copiers, printers, and scanners throughout the district. The Office Works was the low bidder for the entire contract for the Town and Board of Education. The BOE's contract value plus estimated usage is \$292,396 for the 60-month term.

**Moved by Mr. Salina, seconded by Mr. Oakes, to authorize the Superintendent or designee to sign a five-year multifunction copier, printer, and scanner lease with The Office Works to lease various devices throughout the district for the Board of Education's annual cost of \$39,302 plus usage charges.**

**FAVOR: ALL**

**MOTION CARRIED: 8:0; including Secretary Tracy Sisti**

- C. Policy Review/Revision – Second Reading/Adoption
1. Policy 5131.911 – Bullying Prevention and Intervention
  2. Policy 6141.9 (New) – Enrollment in an Advanced Course or Program and Challenging Curriculum

Shipman & Goodwin, LLP recommended revisions to the Bullying Prevention and Intervention policy and recommended a new policy addressing enrollment in an advanced course or program and challenging curriculum, as noted on the summary sheet, provided to Board members and posted in Schoology. The Ad-Hoc Committee for Policy Review/Revision met on May 6, 2022 to review the recommended revisions and new policy. A first reading took place at the May 9, 2022 Board meeting.

**Moved by Mr. Oakes, seconded by Mr. Salina, that the Board adopt revised Policy 5131.911 and new Policy 6141.9, as presented.**

**FAVOR: ALL**

**MOTION CARRIED: 8:0; including Secretary Tracy Sisti**

D. Draft Board of Education Equity Statement – Discussion

On June 6, 2022, the Board of Education met with Attorney Shirley Skyers-Thomas regarding equity and social justice work. After that meeting, Board members were provided with a draft Equity Statement. Tonight, Board members held an open discussion regarding the Statement.

E. Contract Ratification – Nutmeg Independent Unions – Clerical & Secretarial Employees 2022-2025

**At 8:13 p.m., a motion was made by Mr. Oakes, seconded by Ms. Miller, to enter into Executive Session to discuss contract negotiations, inviting the Director of Human Resources and the Superintendent with us.**

**FAVOR: ALL**

**MOTION CARRIED: 8:0; including Secretary Tracy Sisti**

In attendance for Executive Session were Board members Gibbons, Miller, Nappi, Oakes, Salina, Sassu, Sisti and Tencza. In addition, Denise Parsons and Superintendent Benigni were present.

- F. Unaffiliated Administrators' Contracts
1. Directors of Curriculum
  2. Director of Finance
  3. Director of Human Resources
  4. Director of Operations
  5. Director of Pupil Personnel Services

G. Personnel Not Covered by Collective Bargaining

At 9:41 p.m., the Board returned to Open Session.

Negotiations with the Nutmeg Independent Unions – Clerical & Secretarial Employees were recently completed and a tentative agreement was reached for the period of July 1, 2022 through June 30, 2025. It was recommended that the Board approve the tentative agreement.

**Moved by Dr. Sassu, seconded by Ms. Miller, to approve the tentative agreement between the Berlin Board of Education and the Nutmeg Independent Unions – Clerical and Secretarial Employees for the period of July 1, 2022 through June 30, 2025.**

**FAVOR: ALL**

**MOTION CARRIED: 8:0; including Secretary Tracy Sisti**

**VI. ADJOURNMENT**

**At 9:42 p.m., a motion was made by Ms. Miller, seconded by Mr. Tencza, to adjourn.**

**FAVOR: ALL**

**MOTION CARRIED: 8:0; including Secretary Tracy Sisti**

Respectfully submitted,

Tracy Sisti, Secretary, Berlin Board of Education