

BERLIN BOARD OF EDUCATION

May 13, 2013

MINUTES

REGULAR MEETING

Attendance: Gary Brochu
Kristin Campanelli
Jeffrey Cugno Absent
Julie Erickson
Irene Matulis Absent
Timothy Oakes Arrived at 7:31 p.m.
Kathleen O'Donnell-Moss Absent
John Richards
George Synnott

Also in attendance: Superintendent of Schools David B. Erwin; Assistant Superintendent for Curriculum and Instruction Brian Benigni; Director of Business Operations Roman Czuchta; Director of Pupil Personnel Services Linda Holian; Principal of Griswold School Laurie Gjerpen; Assistant Principal of Griswold School Christian Strickland; Principal of Hubbard School Alfred Souza; Assistant Principal of Hubbard School and Math Coordinator Kara Watson; Principal of Willard School Salvatore Urso; and Assistant Principal of Willard School Lauren Feltz.

I. CALL TO ORDER

Mr. Brochu called the meeting to order at 7:06 p.m. in the Board of Education (“the Board”) meeting room at 238 Kensington Road, Berlin, CT. The Pledge of Allegiance was led by the students being honored at tonight’s Board meeting. A Moment of Silence was observed.

II. BOARD AND ADMINISTRATIVE COMMUNICATIONS

Mr. Czuchta reported, assuming the budget moves forward with all-day kindergarten, the district is ready to go out to bid with the plans and specifications for the room upgrades by the end of this week.

Ms. Holian reported The Individuals with Disabilities Education Act (IDEA) grant application was submitted today. Ms. Holian reported the Destiny software program has been purchased. Ms. Holian reported Michelle Zeuschner and Kelly Maio continue to work on the summer school program.

Mr. Benigni reported Richard Lemons will be working with the administrative group on Thursday, May 16, 2013, looking at school culture and communication. Mr. Benigni reported the district received back the new teacher evaluation plan and the administrator evaluation and development plan from the state on Friday, May 9, 2013, and all areas have met the criteria with the exception of evaluator training, which was not specified because the state has not released the training.

Mr. Synnott reported he will be serving on the interviewing committee for the Willard Assistant Principal position.

Mr. Richards reported he attended Capitol Region Education Council’s (CREC) regular meeting on Wednesday, April 24, 2013. Mr. Richards reported he attended the Berlin High School Advisory Committee and the Public Building Commission meetings on Thursday, April 25, 2013 and the Public Building Commission meeting on Thursday, May 9, 2013, and held his comments until facilities related updates are to be presented. Mr. Richards reported he was at Camp Woodstock on Saturday, April 27, 2013, to help with the clean up in anticipation of this weekend’s UpBeat Peer Leadership training

weekend. Mr. Richards reported he attended UpBeat's 25th anniversary celebration, with Mrs. Matulis and Mrs. O'Donnell-Moss, on May 3. Mr. Richards reported he attended the Educational Resources Committee meeting held prior to tonight's meeting to consider the administration's recommendations on adjustment to the BOE's budget in light of the Town budget referendum being defeated. These will be presented later in the meeting tonight.

Ms. Campanelli reported she attended the Educational Resources Committee meeting held prior to tonight's meeting.

Mr. Erwin reported the safety audit is concluding, and once it is done, the information will be shared with the Board and the Safety Forum for the community will reconvene. Mr. Erwin reported the final Parent Council meeting was held. Mr. Erwin reported his administrative intern, Jeffrey Newton, has been appointed the new Superintendent of Schools in Hebron, Connecticut. Mr. Erwin shared communications received from Diane Cleary and Mary Salerno.

Mr. Brochu reported on his opportunity to attend Berlin Public School's district-wide art exhibit held at the New Britain Museum of American Art. Mr. Brochu reported on his attendance at UpBeat's 25th anniversary celebration. Mr. Brochu reported, a couple weeks ago, he participated in a state-wide webinar with Robert Rader, sharing the presentation they gave at the National School Boards Association (NSBA) annual conference.

III. BERLIN BRAVOS

Berlin Bravos is a program where the district recognizes students, staff, parents, and volunteers who have had a significant achievement, gone well above and beyond, or have overcome a significant challenge or obstacle. The following individuals were recognized:

A. Mary E. Griswold School

Griswold parent Mary Lou Gendreau on behalf of herself, husband Robert Gendreau and children Stephen and Meredith, honored the following group of people from Griswold School for going above and beyond when her son, Stephen, had a medical emergency at school:

Laurie Gjerpen, Principal; Christian Strickland, Assistant Principal; Judy McCormack, R.N. – Nurse; Annamaria O'Brien, Grade 5 Teacher; Steven Soucy, Physical Education Teacher; Jennifer Birrell, School Psychologist; Linda Rogers, School Secretary; Angela Michalek, Paraprofessional; and Ryan Salee, Grade 5 Student.

Principal Gjerpen, along with Assistant Principal Strickland and Board member John Richards, presented the following individuals from Mary E. Griswold School:

Laura Martin, Grade 3 Student, and Victoria Santiago, Grade 5 Student.

B. Richard D. Hubbard School

Principal Souza, along with Assistant Principal Watson and Board member Julie Erickson, presented the following individuals from Richard D. Hubbard School:

Ian Malespini, grade two student, and Michael Vignone, grade three student.

C. Emma Hart Willard School

Principal Urso, along with Assistant Principal Feltz and Board member Kristin Campanelli, presented the following individuals from Emma Hart Willard School:

Grace Ziegler, fourth grade student, and Mason Arborio, first grade student.

A short recess was taken from 7:29 p.m. to 7:37 p.m.

IV. AUDIENCE OF CITIZENS

Ms. Jan Zagorski, 63 Grandview Avenue, Berlin, Connecticut, addressed the Board spoke with praise of the FIRST Robotics Team, which finished its competition season at the National Championships, in St. Louis, on Saturday. The group is led by Paul Griswold, a teacher at the McGee Middle School.

V. CONSENT AGENDA

- A. Approval of Minutes – Regular Meeting of April 22, 2013
- B. Payment of Bills – Period ending April 30, 2013
- C. Resignation – Director of Adult Education

Nancy Testori, Director of Adult Education, submitted her letter of resignation to be effective June 30, 2013.

Moved by Mr. Richards, seconded by Ms. Campanelli, to approve the consent agenda as presented.

FAVOR: ALL

MOTION CARRIED: 4:0:2; with President Brochu and Board Member Synnott abstaining

VI. PRESENTATIONS AND ACTIONS

- A. Facilities Related Updates – Code Renovations – Berlin High School

Director of Business Operations Roman J. Czuchta reported bids for Phase II are due on May 15 and 16, 2013, and has been told by Tom Smith of Gilbane that there will be a compilation of the results on Friday, May 17, 2013. A meeting is scheduled with the Public Building Commission on May 21, 2013 to discuss the results of the bids. Mr. Czuchta reported a letter was received from the Office of Civil Rights (OCR) indicating the voluntary plan was reviewed at the federal level, and they felt the amount of time being taken for handicap parking was excessive and asked that the scheduling for that work be reviewed to see if something could be done prior to the summer of 2016. Mr. Czuchta reported he has spoken with Dr. Wood from the local OCR office in Hartford, and Dr. Wood has given an extension of time to respond.

Mr. Richards reported when the Public Building Commission meets on May 21, 2013 it will be to look at the next “best estimate” of the renovation costs, based on the competitive bids received, to prepare for

the ED049R, and no change in the project's scope will be considered. Mr. Richards reported the RFP (Requests for Proposal) for the move manager was returned. The project manager is approaching individuals in New Haven to put together an alternative hourly proposal for the move planned for this summer.

Board members were provided with a handout, prepared by Gilbane, containing representative photographs showing progress of the work for the two week period ending Friday, May 10, 2013.

B. Discussion and Possible Action concerning the 2013-2014 Board of Education Operating Budget

Mr. Czuchta shared with the Board the administration's recommendation, which had been presented to the Educational Resources Committee earlier this evening, concerning finalizing the Board of Education's Operating Budget for 2013-2014, which was reduced by \$300,418 by the Town Council. The Board was provided with a handout and Mr. Czuchta discussed the proposed aspects of the Operating Budget where reductions could be taken: \$145,000 in medical insurance; \$79,061 for a 1.00 FTE at McGee; and \$81,123 for a 1.00 FTE Technology Integration Specialist.

Moved by Mr. Richards, seconded by Ms. Campanelli, to authorize the administration to reduce the Board of Education's proposed budget by \$300,418, as presented.

FAVOR: ALL

MOTION CARRIED: 6:0; including President Brochu

Although the items proposed by the administration do not exactly tie to the motion, as they are slightly above \$300,418, they indicate the planned major adjustment areas. In this case, the administration's proposal is greater than the amount needed; however, the reduction will be tied to the amount that the Town Council decided to reduce the Board of Education's proposed budget in its final budget for the Town, post referendum results.

VII. ADJOURNMENT

Moved by Ms. Erickson, seconded by Mr. Oakes, to adjourn the meeting at 8:27 p.m.

FAVOR: ALL

MOTION CARRIED: 5:0

Respectfully submitted,

John Richards
Acting for the Board Secretary
Berlin Board of Education