

**REGIONAL SCHOOL DISTRICT #10  
BOARD OF EDUCATION MINUTES  
FEBRUARY 14, 2011  
REGULARLY SCHEDULED BOARD OF EDUCATION MEETING  
LEWIS S. MILLS HIGH SCHOOL AUDITORIUM**

**Board Members Present:**

Joseph Arcuri – Chairman  
 Jeanne Doerr  
 Kathy Deprey  
 Beth Duffy  
 Paul Omichinski  
 Phil Penn  
 Ted Scheidel  
 Elaine Schiavone  
 Ray Sikora, Vice Chairman  
 Noel Turner

**APPROVED**

**Absent:**

**Also Present:**

Alan Beitman                      Superintendent of Schools  
 Michael Landry                Assistant Superintendent  
 David Lenihan                 Business Manager  
 Jordon Brault                 Student Representative

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| <p>Chairman of the Board, Joseph Arcuri, called the Board of Education meeting to order at 7:35 pm and led the Pledge of Allegiance.</p>   | <p><b>CALL TO ORDER</b></p>  |
| <p><b>Superintendent's Report:</b><br/>         Mr. Beitman presented the 2011-2012 proposed Estimate of Expenses. He commented that this Estimate of Expenses was more challenging to prepare than others because it required an explanation of how \$410,700 in federal jobs grant funds will be used. Mr. Beitman was asked to present three net (3) estimates - 3%, 2% and 1%. Mr. Beitman indicated that he did not require a 3% net increase and, therefore, would not present that scenario. He presented an estimate of expenses with a net increase of \$587,044 or 1.73% and an estimate of expenses with a net increase of \$340,214 or a 1% net increase. With the 1.73% net increase only 5 positions would be eliminated. With the 1% net increase many more jobs would be eliminated, approximately 11.8.</p> <p>Mr. Arcuri, Chairman of the Board, asked for comments from the Chairmen of the Boards of Finance of Burlington and Harwinton. Mr. Johanson of Burlington commented that every year there is an increase which translates to much more when it comes to the Town of Burlington paying.</p> <p>Mr. Arcuri asked for comments and questions from Board members.</p> <p>Mrs. Duffy commented that as Region 10 looks at potential staff cuts</p> | <p><b>COMMUNICATIONS</b></p> |

and increases in class sizes, everyone needs to remember that larger class size, especially at the lower elementary grades, means less teacher time with the students, less awareness and less help for students with special needs and if we don't take care of them when the students are in the early elementary grades we will pay a great price as they get into middle school and high school. Therefore, in Mrs. Duffy's opinion, the Board needs to try to make sure that class sizes in the lower elementary grades stay at the level that has been maintained. She commented that she would like the Board to pay great attention to maintaining current class sizes.

Mr. Penn asked what the down side of not funding curriculum development would be. Mrs. Gina Gadue, Supervisor of Library Media and Language Arts explained that this past July the State Board of Education adopted national standards for mathematics and English language arts. She indicated that there would be changes in testing. In a couple of years the CAPT and CMT tests will be replaced with new testing standards. She commented that this requirement gives school districts only a couple of years to put new curriculum into place to get ready for the new tests based on the newly released standards. The new standards take a very different approach. She said that we need to rework a lot of the curriculum that we currently have and it is essential for key people to work over this summer and next summer to put the standards into play to be ready for the changes scheduled to take place in 2014.

Ms. Schiavone asked, with regard to the 1% net increase scenario in which the elementary assistant principals would be eliminated, would the assistant principals have the right to bump another staff member. Mr. Beitman said that in the State of Connecticut all certified employees that have achieved tenure have a right to bump non-tenured employees. Mr. Beitman further explained that the administrator would need to hold a valid certificate for the position and they would also look at years of experience, date of hire, and evaluations. There is also a clause in the administrator's contract which states that if an administrator's position is eliminated they will receive their current salary for the first four (4) months and then convert to the salary rate of the new position.

Mr. Omichinski asked for an explanation regarding the Student Resource Officer idea that was presented. Mr. Beitman confirmed that the funding does NOT appear in this Estimate of Expenses although he placed it in the report as a consideration. He commented that we are at least having discussions with the appropriate parties that we were not having over the last three (3) years.

Mr. Sikora asked for clarification on the possible elimination of coordinator positions. Mr. Beitman explained that the coordinators generally teach two (2) to three (3) classes and then are allowed release time to work with the teachers and administrators for grades K-12 to work on developing techniques and strategies. If eliminated, the

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| <p>burden would be placed on the principals and assistant principals.</p> <p><b>Student Representative Reports:</b><br/> Mr. Brault reported that last week “Jam Fest” was held and the band Adrenalin took first place. He also reported that Adrian Ilinski won the state championship this past weekend and he will go onto the State Open on February 19. Miss Spitz reported that the Eco Action Club is selling baked goods before and after school to raise money to be donated. Also the math team competed in a math meet on February 14 in New Milford High School. The boys’ basketball team is currently in 7<sup>th</sup> place. The girls’ basketball team is undefeated at 18-0 and is expected to enter the Berkshire League Championship games and the State Tournaments as the number 1 team.</p>  |                                    |
| <p>A <b>motion</b> to approve the minutes from the Regularly Scheduled January 10, 2011 meeting and the Financial Report dated January 31, 2011, and the appointment of Ms. Lindsey Pepin to a .8 math teacher position at Lewis S. Mills High School was made by Mr. Sikora and was seconded by Mrs. Duffy. All in favor none opposed. Motion carries. (9/0/0)</p>  | <p><b>CONSENT AGENDA</b></p>       |
| <p>Mrs. Pat McGlynn, READ 10 President – Mrs. McGlynn read a statement asking the Board to consider not revising/changing the 2010-2011 school year calendar.</p> <p>Mr. Bruce Guillemette of Burlington commented that the budget looks good so far but that it will take time to digest. He asked Mr. Beitman to touch on the proposed increases and the reason behind the increases. Mr. Beitman explained in detail that the changes are due to salary and benefit increases, fuel, and state funding. He commented that the one-time jobs grant funding is significant in keeping the increase low this year.</p> <p>Mrs. Janet Burritt of Burlington urged the Board and citizens to support the roof replacement projects. She also spoke about the need to keep advanced placement classes available to the students of Lewis S. Mills High School.</p> <p>Ms. Corrine Lewis of Harwinton, Region 10 Special Education Bus Driver, commented on the superintendent’s proposal to contract out the special education transportation needs. She requested supporting documentation of the cost savings. Mr. Beitman indicated that he would have Mr. Lenihan forward the information to her.</p> | <p><b>PUBLIC PARTICIPATION</b></p> |
|  | <p><b>BRIEF RECESS</b></p>         |
| <p><b>Approval of Revised Policy #5141.21 Administration of Medication:</b><br/> Mr. Beitman recommended that the Board approve Policy #5141.21.</p> <p>A <b>motion</b> to approve the revisions to policy #5141.21 Administration of Medication was made by Mrs. Duffy and was seconded by Mr. Omichinski. All in favor none opposed. Motion carries. (9/0/0)</p> <p><b>Adjustment to the 2010-2011 School Year Calendar:</b><br/> Mr. Beitman indicated that due to several snow days and the possibility</p>  | <p><b>ACTION</b></p>               |

of additional snow days, has lead the administration to consider a revision to the 2010-2011 school year calendar. He recommended putting back two days, February 22 and March 18 (professional development day) and making them regular school days. The professional development day would be held at the end of the school year. He also recommended that if any more than three (3) additional snow days occur that we begin taking for the April recess beginning with Monday, April 18. He indicated that teachers who have non-refundable tickets or have legal/medical commitments would be approved for a personal day. He stated that due to the roof project that is being proposed for this summer, the elementary schools would need to be empty when the work is being completed. This adjustment would allow for additional time in the summer to be dedicated to completing the project before the start of the 2011-2012 school year.

A brief discussion on the topic was held.

A **motion** to approve the revision to the 2010-2011 school year calendar was made Mrs. Turner and was seconded by Mr. Omichinski. All in favor none opposed. Motion carries. (9/0/0)

**The 2013-2014 School Calendar Survey and the Approval to Assemble a Calendar Committee:**

Mr. Bogen presented a summary of the 13-14 school year calendar survey responses. He reported that basically the majority of those who responded wanted to begin after Labor Day and with a shortened week. Mr. Bogen indicated that he would like to proceed with forming a calendar committee.

A **motion** to assemble a Calendar Committee was made by Mr. Sikora and was seconded by Mrs. Duffy. Eight (8) in favor one (1) opposed. Motion carries. (8/1/0)

**Resolution to Approve the Filing of Form ED049 Requirements for Grant Funding from the State of Connecticut for Roof Replacement at Harwinton Consolidated School and Partial Roof Replacement at Lake Garda School:**

Mr. Lenihan presented an overview of the roof projects and he recommended that the Board authorize each project.

A **motion** was made by Mr. Omichinski and was seconded by Mr. Sikora to authorize the Superintendent of Schools to apply to the Commissioner of Education for a grant for the roof replacement at Harwinton Consolidated School; to authorize the Building Committee of the Board to act as the Building Committee for the roof replacement program at Harwinton Consolidated School; to accept and adopt the Educational Specifications for the roof replacement project at Harwinton Consolidated School; to authorize the preparation of schematic drawings and outline specifications for its roof replacement project at Harwinton Consolidated School. All in favor none opposed.

Motion carries. (9/0/0)

A **motion** was made by Mr. Omichinski and was seconded by Mr. Sikora to authorize the Superintendent of Schools to apply to the Commissioner of Education for a grant for the roof replacement at Lake Garda School; to authorize the Building Committee of the Board to act as the Building Committee for the roof replacement program at Lake Garda School; to accept and adopt the Educational Specifications for the roof replacement project at Lake Garda School; to authorize the preparation of schematic drawings and outline specifications for its roof replacement project at Lake Garda School. All in favor none opposed. Motion carries. (9/0/0)

**Resolution to Set a Public Hearing Date for the Purpose of Discussing the Appropriation and Bonding for the Design and Construction Costs for Replacing the Entire roof at Harwinton Consolidated School and a Portion of the Roof at Lake Garda School:**

Mr. Lenihan presented an overview of the scheduled referendum and related resolutions setting a public hearing for the Harwinton Consolidated School and the Lake Garda School roof projects. The following resolutions were made:

Mr. Omichinski presented the following resolution which was seconded by Mrs. Duffy:

RESOLVED, That the officers of the Board of Education and the Superintendent are authorized to cause a district meeting to be called for the purpose of conducting a public hearing in the auditorium of Lewis S. Mills High School on Thursday, February 24, 2011 at 7:00 P.M. with respect to the following recommendations of the Board:

1. That \$2,575,000 be appropriated for costs related to the design, construction and implementation of roof replacement and other improvements at Harwinton Consolidated School in Harwinton and Lake Garda School in Burlington, contemplated to include: (a) at Harwinton Consolidated School, replacement of all sections of the roof, testing and identification of any asbestos-containing roofing and flashing materials and disposal of hazardous material, temporary relocation and reinstallation of rooftop equipment; replacement of all roof drains and installation of secondary drains as needed, repointing of boiler room chimney, and ceiling tile replacement and wall restoration in affected areas; (b) at Lake Garda School, replacement of a portion of the roof, testing and identification of any asbestos-containing roofing and flashing materials and disposal of hazardous material, temporary relocation and reinstallation of rooftop equipment; replacement of gutters with new gutters and leaders, replacement of all roof drains and installation of secondary drains as needed, repointing of boiler room chimney, ceiling tile replacement and wall restoration in affected areas, and demolition of an unused modular classroom; (c) related work and

improvements, and (d) costs of the financing thereof. The appropriation may be spent for design, demolition, installation and construction costs, equipment, materials, testing costs, disposal costs, architects' fees, engineering fees, construction management costs and fees, legal fees, net interest on borrowings, other financing costs, and other expenses related to the project. The Building Committee established by the District Board of Education for the project shall be authorized to determine the scope and particulars of the project, and may reduce or modify the scope of the project as desirable, and the entire appropriation may be spent on the project as so reduced or modified.

2. That \$2,575,000 bonds and temporary notes of the District be authorized to finance the appropriation.

3. That the Chairman of the District Board of Education and the District Treasurer, or such officer or body delegated by the Board, be authorized to require the District and its member towns to comply with applicable federal income tax requirements for tax-exempt bonds.

4. That the Chairman of the District Board of Education and the District Treasurer, or such officer or body delegated by the Board, be authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information.

5. That the Building Committee established by the District Board of Education for the project be authorized to contract with architects, engineers, contractors and others in the name and on behalf of the District with respect to the project, following approval from the District Board of Education; to approve design and construction expenditures for the project; and to exercise such other powers as are necessary or appropriate to complete the project. Committee members shall not receive any compensation for their services. Necessary expenses of the Committee shall be included in the cost of the project. The records of the Committee shall be filed with the Secretary of the District Board of Education and shall be open to public inspection during normal business hours. Upon completion of the project, the Committee shall make a complete report and accounting to the District Board of Education.

6. That the aforesaid bond, note and temporary note authorization shall be submitted to referendum vote by the electors and citizens qualified to vote in the towns of the District.

FURTHER RESOLVED, That the applicable portions of the project be referred to the Planning and Zoning Commission of the Town of Burlington and the Planning Commission of the Town of Harwinton, in which town portions of said project are located, for reports pursuant to Section 8-24 of the General Statutes of Connecticut, Revision of 1958, as amended.

The foregoing resolution was approved by the following roll-call vote resulting in a vote of 9 in favor and 0 opposed.

| <u>IN FAVOR</u> | <u>OPPOSED</u> | <u>ABSENT</u> |
|-----------------|----------------|---------------|
| Mrs. Doerr      |                |               |
| Ms. Deprey      |                |               |
| Mrs. Duffy      |                |               |
| Mr. Omichinski  |                |               |
| Mr. Penn        |                |               |
| Mr. Scheidel    |                |               |
| Ms. Schiavone   |                |               |
| Mr. Sikora      |                |               |
| Mrs. Turner     |                |               |
| Total: 9        | Total:0        |               |

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Mr. Omichinski presented the following resolution which was seconded by Mrs. Duffy:

RESOLVED, That the members of the Board of Education hold a meeting in the auditorium of Lewis S. Mills High School on Thursday, February 24, 2011 following the aforesaid public hearing to act on the recommendations of the Board which are to be discussed at the said public hearing.

The foregoing resolution was approved by the following roll-call vote resulting in a vote of 9 in favor and 0 opposed.

| <u>IN FAVOR</u> | <u>OPPOSED</u> | <u>ABSENT</u> |
|-----------------|----------------|---------------|
| Mrs. Doerr      |                |               |
| Ms. Deprey      |                |               |
| Mrs. Duffy      |                |               |
| Mr. Omichinski  |                |               |
| Mr. Penn        |                |               |
| Mr. Scheidel    |                |               |
| Ms. Schiavone   |                |               |
| Mr. Sikora      |                |               |
| Mrs. Turner     |                |               |
| Total: 9        | Total:0        |               |

**Review of Revised Policy #4111.1/4211.1 Equal Employment Opportunity:**

Mr. Beitman explained that the revisions to the policy are a result of the recommendation of by the Board's attorney in order to comply with new legislation. This item will appear on the March 14 Board of Education meeting agenda.

**Review of New Administrative Regulation #4111.1/4211.1 Equal Employment Opportunity:**

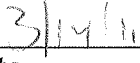
Mr. Beitman explained that this regulation addresses how the policy is to be applied. It specifically outlines procedures that an employee must

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| <p>follow to make a complaint of discrimination and how a complaint must be addressed.</p> <p><b>Review of Revised Policy#6161.2 Care of Instructional Materials:</b><br/> Mr. Beitman explained that this policy came to light in discussions with several school districts and within our own school district. He explained that Connecticut law permits school districts to withhold grades, transcripts, and report cards if students damage or fail to return instructional materials, however, state law requires that school districts adopt a policy addressing this issue in order to enforce penalties. He indicated that is a very common practice in both public and private schools. This item will appear on the March 14 Board of Education meeting agenda.</p> |                                 |
| <p><b>Curriculum Committee:</b><br/> Mr. Sikora indicated that the February 2<sup>nd</sup> committee meeting was cancelled due to snow and the next meeting will be held on March 9.</p> <p><b>Building Committee:</b><br/> Mr. Omichinski and Mr. Lenihan reported that the last meeting, held on February 10, 2011, focused on the roof replacement projects at Harwinton Consolidated School and Lake Garda Elementary School.</p>  | <p><b>COMMITTEE REPORTS</b></p> |
| <p>A <b>motion</b> to adjourn the meeting was made by Mrs. Duffy and was seconded by Mr. Omichinski. All in favor none opposed. Motion carries. (9/0/0)</p> <p>The meeting ended at 10:14 pm.</p>  | <p><b>ADJOURN</b></p>           |

Respectfully submitted,

  
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Jeanne Doerr, Secretary

  
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Date