

**TOWN OF EAST HAVEN, CT  
EAST HAVEN PUBLIC SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES  
35 WHEELBARROW LANE, EAST HAVEN, CT 06513  
TUESDAY, JULY 13, 2010  
7:00 P.M.**

**PRESENT: MR. PALLADINO, MR. DENUZZO, MRS. DEPALMA,  
MR. HENNESSEY, MRS. KLUTH, MRS. MAISANO,  
MR. POMPANO, MR. SCALESE and MRS. VINEYARD**

**ALSO PRESENT: MR. ANTHONY SERIO, SUPERINTENDENT  
MRS. ERICA FORTI, ASST. SUPT. OF  
CURRICULUM & INSTRUCTION  
MRS. MARY ACQUARULO, DIRECTOR OF  
PUPIL SERVICES  
MR. JOSEPH TRAVAGLINO, DIRECTOR OF  
BLDGS. & GROUNDS  
MR. JASON LATHROP, BUSINESS ADMIN.**

**1. CALL TO ORDER**

Chairman Palladino called the regular Board of Education meeting to order at 7:00 p.m. in the Boardroom at the High School. He then asked that everyone stand for the Pledge of Allegiance.

**2. MINUTES**

Mr. Palladino asked for a motion to approve the minutes for the Regular Board meeting of June 22, 2010.

Motion was made by Mr. Pompano and seconded by Mrs. Kluth.

Any discussion on the motion? There was none.

There were no objections or abstentions made to the motion. Motion carries. The minutes were approved.

### 3. **CORRESPONDENCE**

- **Chairperson, Nicholas Palladino**

Mr. Palladino had no correspondence this evening.

- **Superintendent, Mr. Anthony Serio**

Mr. Serio stated he had no correspondence.

### 4. **SUBCOMMITTEE REPORTS**

- **Athletic Oversight, Raymond Pompano, Chair**

Mr. Pompano reported there were a few appointments this evening.

- **Buildings & Grounds, Raymond Pompano, Chair**

Mr. Pompano reported he had met with Joe Travaglino and the move of the buildings was going smoothly.

- **Curriculum & Instruction/Negotiations, Tia DePalma, Chair**

**Mrs. DePalma stated she would like to schedule a Negotiations Subcommittee meeting as soon as possible. She had spoken with Attorney Dolan already.**

Mrs. Forti informed the Board that the SRBI Plan was posted to the State website. Mrs. DePalma thanked her and said it was a plus for us to have East Haven serve as a model for the entire State. Mrs. Forti stated it was a team effort.

- **Finance/Grants, Christine Maisano, Chair**

**Mrs. Maisano had no report for finance. She had requested a grant summary and reconciliation from Mr. Lathrop. Mr. Lathrop stated he would get that for her in a day or so. There was discussion on the auditors asking for the grant**

information and why it went to them first. Mr. Lathrop informed the Board that they had started the testing already. The auditors had some specific concerns about what Mr. Thompson and he had discussed.

- **Food Service & PTA/PTO Advisory Committee, Kristen Vineyard, Chair**

Mrs. Vineyard would like to have a PTA/PTO Subcommittee prior to the next Board meeting.

- **Legal/Ronald DeNuzzo, Chair**

Mr. DeNuzzo had no report this evening.

- **Policy & Bylaws, Charles Scalesse, Chair**

Mr. Scalesse had no report this evening.

- **Personnel, Laura Kluth, Chair**

Mrs. Kluth had no report this evening.

## 5. REPORTS/COMMUNICATION

- **Student Representatives**

The student representatives are not present during the summer.

- **Superintendent and Central Office Administration**

Mr. Serio gave a quick update on the move and the principals staying on to help through then end of this week. Mr. Travaglino reported that the move was completed last Friday. It took nine days and they had closed three buildings. Hays would be used as a storage facility until it was determined what they would do with it. It would most likely come in under budget. Mr. Serio and Mrs. Forti updated the Board on the interview screening process that had taken place over the last couple of weeks.

There was discussion on who was on the committee and how many Board members were on it and why those members were chosen. There was disagreement on how the process had been handled regarding the choice of Board members and discussion on why they had not followed the recommendations of Attorney Egan regarding how that process could be handled.

**Mrs. Kluth wanted to be included on anything that had to do with Personnel since she was Chair of that committee.** Mr. Palladino explained why he stepped out of the interview committee and how he did not feel comfortable with it. He felt that it would be better if the administrators were the only ones who were on it. He explained to the Board members why there was a conflict of interest and why they were not chosen to serve on the committee.

Mrs. Maisano felt it was a disservice to the children in East Haven for him to choose himself as part of the committee and then not fulfill those requirements. Mr. Palladino explained he was the ex-officio member of every committee and he had no choice but to step in. He did not feel comfortable and walked out.

**Mr. Palladino explained that they were going to add something to their bylaws at another meeting which they had discussed in the past and they would do that at a later time. He did agree with some of the recommendations Attorney Egan had suggested. He would go through the Bylaws Subcommittee to do this.**

Mr. Serio stated it saddened him to sit here with this Board with this many conflicts that the Chairman has trouble picking and choosing for this committee. He was trying to do something good by giving an update on how the interview committee had worked so hard, and he would hate to think it was going to mess up the integrity of this committee when they were not finished with the process. He thought this discussion was going in the wrong direction and felt they should focus it back on the agenda. Mrs. Forti stated that they were trying very hard to find the best candidates to become the leaders of their schools and wanted the

Board to be assured that the integrity and confidence of the committee has been continually upheld.

Mr. Palladino had not participated in the forced choice analysis and had not scored any of the candidates.

There was further discussion on who would serve on the committee for the high school principal. It was suggested that they move on with the agenda. Mrs. Forti informed the Board that there would be five candidates for the five open principal positions and one for the high school position brought forward to the Board for their consideration and approval.

- **Comments from the Chairperson, Nicholas Palladino**

Mr. Palladino updated the Board on the investigation that had been taking place over the last few weeks and informed them that it was still ongoing but was almost complete. They would receive a copy once it was complete.

## **6. COMMUNICATION FROM PUBLIC**

**Amber Tatro**, spoke to the Board asking them to let her know when a decision would be made regarding whether or not she could still attend Tuttle school as a fifth grader.

Mr. Serio informed the Board they had been working on the parental requests and just had to make sure about enrollment and class sizes before promising anything. **The Board would get back to her no later than August 1<sup>st</sup>. A letter would be sent out this week to parents who communicated with them about their concerns. They would accommodate parental requests based on enrollment and class sizes.**

**Pam CoFrancesco**, spoke to Mr. Lathrop about his payroll system and why she received a check from his office but she has not worked in the system for 2 years. She was not an employee currently. She was concerned that perhaps more checks had gone out to other people and wanted the taxpayers to know what was happening because this money could pay for an aide they were laying off if

there were possibly ten people that this happened to. Mrs. CoFrancesco did not want to see this pushed under the rug. Mr. Palladino and Mr. Serio thought she should have notified them sooner and then when she came here tonight they could have had an answer for her. **Mr. Lathrop would look into this to make sure it was a single mistake and get back to both Mrs. CoFrancesco and the Board to let them know what happened. The Board members thanked her for bringing it to their attention.**

Mrs. CoFrancesco thanked Mrs. Forti for the layouts of the schools. There was discussion on the libraries in the schools and there was going to be Spanish in the 6<sup>th</sup> and 7<sup>th</sup> grades. Mrs. CoFrancesco asked about who the administrators would be at the Middle School. Mr. Serio stated there would be no change in administration at the Middle School. There was discussion about the cleaning of the school and how that would be monitored. The Board members expounded on the walkthrough last year and the school was not up to par as far as cleanliness, but this had nothing to do with how well the students were being taught by the teachers and the students were on task academically. There were no discipline problems. They thought the school was phenomenal.

Mrs. CoFrancesco spoke about how she was in favor of a uniform policy across the district.

**Patrick Madley**, spoke about the Central Office administration and how great a job he thought they were doing with the hiring. He had 100% faith in their picks for the best and brightest.

Any further public comment? There was none.

Mr. Palladino requested the Board add a presentation to tonight's agenda for a car show at the high school.

Motion to add was made by Mrs. Vineyard and seconded by Mr. DeNuzzo.

Any discussion on the motion? There was none.

There were no objections or abstentions to the motion. Motion carries.

## **7. SPECIAL RECOGNITIONS/PRESENTATIONS**

### **7.1 Presentation from Steve Stone on Car Show @ EHHS**

Mr. Stone spoke about the car show being held for different scholarships for graduating students started in the name of East Haven residents that had passed away in accidents. He was requesting permission to use the parking lot and field house. The show would be held on August 21<sup>st</sup> with a rain date of August 22<sup>nd</sup>. The car club he belonged to would provide the insurance coverage of \$1 million he believed. Mr. Palladino stated a police officer would be provided on a volunteer basis. An EMT would also be there. Mr. Stone will contact the Business Office to arrange the event.

Motion was made by Mrs. Maisano to have the charity event here with no fee involved and it was seconded by Mr. DeNuzzo.

Any discussion on the motion? There was none.

There were no objections or abstentions to the motion. Motion carries.

## **8. OLD BUSINESS**

### **8.1 Any questions or comments on the Board Briefs (6-22-10)**

Mr. Palladino asked if there were any questions or comments on the Board Briefs from 6-22-10.

**Mrs. Maisano raised the issue of the Comp-U-Wise person or company issue that had been raised at the last meeting and wondered if they had an answer to that.**

**Mr. Serio responded that Mr. Pompano was on vacation until the 19<sup>th</sup> of July but he would check into it when he returned.**

**Mrs. DePalma suggested that the Board keep up with the Board Briefs and make sure they do the things that were listed.**

Mrs. Maisano stated that Mr. Lathrop had told them they would be getting an end-of-the-year report with the final numbers. Mr. Lathrop stated it was around \$6,800. There was discussion regarding that amount going up vs. going down. Mr. Lathrop stated that the Board had given him very specific instructions to maximize expenditures on the students. Mr. Lathrop went over some of the expenditures that they may have incurred at the end of the year and he felt comfortable right now.

There was discussion on the auditors and the \$8,000 they had set aside for that. Mr. Lathrop stated the auditors had received the grant information three weeks ago and they had not heard back from them. There was further discussion on what the auditors were doing and how Mr. Lathrop had sent them information regarding the grants but the Board had not received anything. **Mr. Lathrop will provide the Board with a grant report as soon as possible.**

There was discussion on outstanding electric and fuel accounts and the monies that may be expended on these.

## **9. NEW BUSINESS**

### **9.1 Ratification of Appointments**

- Head Freshman Football Coach**
- Assistant Freshman Football Coach**
- Assistant Varsity Football Coach**
- Head Girl's Swim Coach**
- Special Education Summer Appointments**

Mr. Serio recommended the Board approve the following coaching appointments:

- **Head Freshman Football Coach – John Harkinson**
- **Assistant Freshman Football Coach –Robert Belevich**
- **Assistant Varsity Football Coach – Eric Bruenn**
- **Head Girl’s Swim Coach – Jeremy Landa**

Motion was made by Mrs. DePalma and seconded by Mrs. Vineyard.

Any discussion on the motion?

Were these replacements or new hires? These were new appointments but they were not new positions.

There were no objections or abstentions to the motion. Motion carries.

- **Special Education Summer Appointments (Attached)**

Mr. Serio requested that the Board approve the Special Education summer appointments. The names were read into the record. **They are attached to the minutes.**

Motion was made by Mrs. Vineyard and seconded by Mrs. DePalma.

Any discussion on the motion?

Who was overseeing this program? Karen Schmidt was overseeing the program and Mary Acquarulo stops in when she can. The rooms were air-conditioned.

There were no objections or abstentions to the motion. Motion carries.

## 9.2 Request for Approval of the Payment of Invoices:

- **Dated July 14, 2010 for Fiscal Year 2009-10 in the Amount of \$611,587.26**

Mr. Serio recommended the Board approve the payment of invoices dated July 24, 2010 for Fiscal Year 2009-10 in the amount of \$611,587.26.

Motion was made by Mrs. Vineyard and seconded by Mr. DeNuzzo.

Any discussion on the motion?

**Murphy Security**, why was this higher than previous months? This was because they had security for 24 hours before graduation and after graduation to protect the building from possible vandalism. Mrs. Maisano asked if the issue that happened on June 18<sup>th</sup> was in this bill. She would like to hold this bill until a credit was given back to them for that date. It was suggested that perhaps they could just delete the amount from what was owed.

There was discussion on the issue of no security guard being on duty during this timeframe. Mr. Lathrop stated it was probably for 8 hours from 10 to 5. **This item would be tabled.**

**Taltec** – This was for the water treatment for the cooling tower.

**Learning Curve**, this was professional development regarding an online course for their Moodle courses.

**Mrs. Maisano asked Mr. Lathrop to provide them with the June 30<sup>th</sup> numbers once the PO's were closed out.**

Mrs. Maisano amended the motion to approve the bills with the exception of the Murphy Security bill. The Murphy Security bill would be held. Motion was seconded by Mrs. DePalma.

Any further discussion? There was none.

There were no objections or abstentions to the motion. Motion carries.

### **9.3 Permission to Proceed with Layoff Letters to Certified Staff**

Mr. Serio requested the Board's permission to proceed with sending the layoff letters to the following certified staff:

Matthew Laudano – computer/band  
Stephanie Sawyer – elementary teacher  
Davia Burke – elementary teacher  
Allison Sumecki – P.E. K-12  
Shawna Coste – instructional music/music

The Board questioned the positions and Mr. Serio stated that if some of the administrative positions were filled from within, it may open positions for those that were laid off. There currently was no one in the district to fill the math 7-12 position at the high school. They had posted for the Latin position on the American Classic website. Latin would be phased out appropriately over time. The layoffs were due to the reconfiguration and were not a budget issue. If enrollments increased, they would be recalled first. There were no significant changes in the enrollment numbers at this point in time. There would probably be late kindergarten registrations.

Motion was made by Mr. Pompano and seconded by Mrs. Vineyard.

Any discussion on the motion?

There were no objections or abstentions to the motion. Motion carries.

#### **9.4 Discussion and Approval of the Following Contract Extensions:**

Mr. Serio requested the Board's approval on the following contract extensions:

- **Murphy Security @ East Haven High School**

There was discussion on Murphy Security and how Command Security was supposed to come in and do a presentation and how they were now approving this. Mr. Travaglino stated that after he sent the information to the Chairman and Mr. Lathrop it had been determined that Murphy was a better fit than the other companies. It was stated by several Board members that a presentation was never given by the other company. Mr. Palladino stated they had never heard from the company regarding a presentation. Mr. Lathrop spoke about the financial differences in the rates charged by both companies.

Mrs. Maisano stated though she was concerned about the money, she was more concerned about the fact they filled out things erroneously and that they were supposed to be here and had gone home. It was more about the service and the safety of the children than the money.

**Mrs. Kluth wanted to table this and have both of them come to the next meeting and give a presentation and then the Board could make a decision.**

There was discussion on Murphy Security making this one error and how they had good references. Mr. Lathrop had not heard back from Martin Muzzy regarding the issue.

Motion to table was made by Mrs. Kluth and seconded by Mr. Pompano.

Any discussion on the motion?

Mr. Scalesse asked if both companies would be coming and Mrs. Kluth stated they would give them both the courtesy and

listen to what the company says to convince them. **Prior to this they needed to get an explanation and find out what corrective measures were taken.**

Any further discussion on the motion? There was none.

There were no objections or abstentions to the motion. Motion carries.

- **All American Cleaning @ Middle School & Momauguin**
- **One Solution Services (OSS) @ East Haven High School**

Mr. Pompano spoke about the language in the custodial contract and how it clearly states if they have any layoffs or reduction of our staff, that we would no longer use this outside service. He thought they still had some employees in limbo and a contract up in the air right now. He did not think they wanted to run into anymore lawsuits, so perhaps they should table this one. Mr. Travaglino had spoken with the employees and those who were on Comp at the moment and everyone would be placed in a building.

The portion of this that says “Carbone” needs to be taken out. This was only for Momauguin and the Middle School. Mr. Palladino stated all of our employees are still employed, no one is laid off or furloughed. Everything is clear; no grievances on that.

Mr. Palladino stated that the contract without Carbone, now becomes \$97,000. This had gone out to bid and the lowest bidder was non-responsive. There was discussion on stripping and waxing and the number of times it needed to be done which was four (4). The lowest bidder was not a responsible bidder. They had been using All American for approximately 10 years now. The floors would be stripped four times a year.

There was discussion on the cleanliness of the Middle School and how with another 200 students it would affect the school even more. Mr. Travaglino stated they had reduced stripping to two times a year to save in the budget the prior year.

Mr. Pompano asked what the differential was between the two and Mr. Lathrop informed them it was \$79,000. There was discussion regarding the number of times stripping and waxing was done and also on the different costs. This had gone out to bid late in May and the bids were open on June 10<sup>th</sup> or 15<sup>th</sup>. The day porter mentioned in this document was also not supposed to be in this. One Solutions Services had been at the high school for only one year. There was discussion on rebidding for the cleaning of Momauguin and the Middle School to see if OSS would also bid for the high school. Rebidding at this time might create some problems at this point. **Mrs. DePalma asked for a copy of what they had bid.**

Mr. Palladino asked for a motion to approve All American.

Motion was made by Mrs. Vineyard and seconded by Mr. Scalesse.

Any further discussion on this?

There was discussion on rebidding this and how it might interrupt the process of cleaning with the move. Mr. Pompano stated he believed they had the option to cancel with 15 days notice if there was a problem.

Mrs. Vineyard stated she would amend her motion to approve both of the cleaning companies and it was seconded by Mr. Scalesse.

Any further discussion on the motion? There was none.

Mr. Palladino asked for a roll call vote.

Mr. DeNuzzo – yes  
Mrs. DePalma – no  
Mr. Hennessey – yes  
Mrs. Kluth – yes  
Mrs. Maisano – no

Mr. Pompano – yes  
Mr. Scalesse – yes  
Mrs. Vineyard – yes

Vote was six (6) in favor with two (2) opposed. Motion carries.

Mr. Serio requested the Board add 9.4.1 to the agenda for Approval to Award the Bid of HVAC Maintenance and Chiller Cleaning to W. J. Dornfeld.

Motion to add was made by Mrs. Vineyard and seconded by Mrs. Kluth.

Any discussion on the motion? There was none.

There were no objections or abstentions to the motion. Motion carries.

#### **9.4.1 Approval of Bid Award to W. J. Dornfeld for the HVAC Maintenance and Chiller Cleaning**

Mr. Travaglino explained that Dornfeld had been taking care of the HVAC for around 20 years. He had just received this information this morning and realized it was a problem to bring it to them tonight, but he needed to bring it to them so he could get the schools ready. Some of the schools had issues that needed to be addressed. There was discussion on the different air-conditioning units. Dornfeld was the only bidder; some years they up to get three bidders. Last year they charged \$65/hr. and this year it was \$70/hr. It had cost \$40,000 this past year.

Mr. Serio requested the Board approve the bid award to W. J. Dornfeld for the HVAC Maintenance and Chiller Cleaning.

Motion was made by Mr. Pompano and seconded by Mr. Scalesse.

Any discussion on the motion? There was none.

There were no objections or abstentions to the motion. Motion carries.

Mr. Serio requested a motion to go into Executive Session to discuss 9.5 and 9.6 on the agenda. Those in attendance would be Mrs. Forti, Mrs. Acquarulo and Janice Ball as well as himself.

Motion was made by Mr. DeNuzzo and seconded by Mrs. Vineyard.

Any discussion on the motion? There was none.

There were no objections or abstentions to the motion. Motion carries.

Mr. Palladino requested a two-minute break.

Adjourned Regular Session at 9:25 p.m.  
Convened Executive Session at 9:31 p.m.

## **10. INFORMATION ITEMS**

Mr. Palladino asked if there were any questions on the informational items. There were none.

### **10.1 Correspondence**

#### **10.1.1 Resignations/Retirements**

- **Christopher Stonier, Math Teacher @ EHHS  
(Resignation)**

#### **10.1.2 Invoice from Dolan & Luzzi for May 2010**

## **11. EXECUTIVE SESSION**

### **11.1 Discussion of Executive Secretary's Contract**

Mr. Serio would like to recommend a 3% increase in salary for Janice Ball. There was discussion on the Executive Secretary's contract and possible salary increase for fiscal

year 2010-11. There was also discussion on the minutes not being on the website. **Mr. Serio will check with Randel Osborne on this.**

### **11.2 Discussion Regarding Part-time, Short-term Employment of Administrator**

There was discussion regarding the short-term employment of an administrator. Mr. Serio would be recommending that the Board hire Karen Schmidt for short-term employment as an administrator at a per diem rate of \$350.

Motion to adjourn the Executive Session was made by Mrs. Maisano and seconded by Mrs. DePalma.

Vote was unanimous in the affirmative. Motion carries.

Adjourned Executive Session at 10:30 p.m.  
Reconvened Regular Session at 10:31 p.m.

### **9.5 Possible Approval of Executive Secretary's Contract Addendum/Salary:**

Mr. Serio recommended the Board approve a salary increase of 3% for Janice Ball, Executive Secretary to the Superintendent.

Motion was made by Mrs. DePalma and seconded by Mr. Hennessey.

Any discussion on the motion? There were none.

There were no objections or abstentions to the motion. Motion carries.

## **9.6 Possible Approval of Part-time, Short-term Employment of Administrator**

Mr. Serio recommended the Board approve the part-time, short-term employment of Karen Schmidt as an administrator at a per diem rate of \$350. Her pay would be pro-rated.

Motion was made by Mr. Hennessey and seconded by Mr. DeNuzzo.

Any further discussion?

There was discussion on dates. There was discussion on it being part-time, short-term and it should just read short-term.

The motion needed to be amended to reflect short-term and not part-time and the timeframe would be at the Superintendent's discretion.

An amended motion was made by Mr. Hennessey and seconded by Mr. DeNuzzo.

Any discussion on the motion? There was none.

There were no objections or abstentions to the motion. Motion carries.

## **12. ESTABLISHMENT OF NEXT REGULAR MEETING:**

**THE NEXT REGULARLY SCHEDULED MEETING OF THE BOARD OF EDUCATION – JULY 27, 2010 – EAST HAVEN HIGH SCHOOL, 35 WHEELBARROW LANE, EAST HAVEN, CT 06513 at 7:00 p.m.**

**13. ADJOURNMENT OF REGULAR MEETING**

Motion to adjourn was made by Mr. DeNuzzo and seconded by Mrs. Maisano.

There was no discussion on the motion, no objections, and no abstentions. Motion carries. Meeting adjourned at 10:39 p.m.

**RESPECTFULLY SUBMITTED,**

**MR. NICHOLAS PALLADINO, CHAIRMAN  
EAST HAVEN BOARD OF EDUCATION**