

**TOWN OF EAST HAVEN, CT
EAST HAVEN PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING MINUTES
35 WHEELBARROW LANE, EAST HAVEN, CT 06513
TUESDAY, JANUARY 25, 2011
7:00 P.M.**

**PRESENT: MR. PALLADINO, MRS. DEPALMA, MR. DENUZZO,
MR. HENNESSEY, MRS. KLUTH, MRS. MAISANO,
MR. POMPARO, MR. SCALESSE and
MRS. VINEYARD**

**ABSENT: MRS. MARY ACQUARULO, DIRECTOR OF
PUPIL SERVICES**

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

1. CALL TO ORDER

Chairperson Nick Palladino called the regular Board of Education meeting to order at 7:13p.m. in the Boardroom at the High School. Mr. Palladino asked that everyone rise for the Pledge of Allegiance.

2. MINUTES

Mr. Palladino asked for a motion to approve the minutes for the Regular Board meeting of January 11, 2011.

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 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 the Board had received some correspondence from the School Building Committee this evening. They would be giving a report under Reports and Communications.

4. SUBCOMMITTEE REPORTS

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

Mr. Pompano had no report this evening for Athletics.

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

Mr. Pompano reported the School Building Committee would be addressing them later on in the agenda and there was an action item on the agenda to discuss the maintenance of the solar panels. As far as the weather, he had not heard of any leaks or heating issues this week.

Mrs. Maisano spoke about the articles in the paper and news regarding the issue of carbon monoxide detectors in school. She would like to assure the parents that they have detectors. **Mr. Travaglino informed them that they were looking into the monitors but currently they did not have them in the schools. They would be looking into the hardwired variety. He was working with the fire marshal and would be putting something together to bring back to the Board as soon as possible.**

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

Mrs. DePalma stated she was strongly recommending a subcommittee meeting be set for Curriculum & Instruction next week. There was discussion on when they could set something up with the Finance Subcommittee meetings taking place next week. **They would set something up for the following week.**

There was discussion as to who should be at this meeting and Mr. Palladino strongly recommended the three teachers on the Board attend as well as the administrators. Those that needed to attend would be advised. **Mr. Palladino had no problem with her setting up this meeting. He asked her to send him an email with the date.**

Mrs. DePalma stated they were very close to settling some contracts. They just had a subcommittee held in Executive Session to discuss that.

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

Mrs. Maisano stated they had yet to go over the budget for 2011-12. There was some discussion on what nights they would discuss the budget. It was decided that perhaps on Thursday, depending on the weather, or next week on Monday, Tuesday and Wednesday at 6 p.m. A Special Board meeting would take place on Wednesday, February 2nd at 8 p.m. to vote on the budget they would be sending to Mayor's office which was due to the Town by February 3rd.

Mr. Palladino asked for a motion to hold a Special Board meeting.

Mrs. Maisano made a motion to hold a Finance Workshop on January 31st, February 1st and February 2nd at 6 p.m. on each of those dates and a Special BOE Meeting at 8 p.m. on February 2nd. Mr. DeNuzzo seconded that motion.

Any discussion on the motion?

Mr. Serio informed the Board that both he and Mrs. Forti had a termination hearing on February 1st. There was discussion and it was decided that Mr. Lathrop would be there for this meeting and would be available for the hearing if need be.

Mrs. Maisano stated they would need to discuss all-day kindergarten and the Dodge Avenue properties and what they plan to do with that. **They had not seen a grant report in quite sometime. Discussion of the Grant Report would be placed on the next agenda for February 8th.**

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

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

Mrs. Vineyard had no report this evening. She did ask Mr. Lathrop where they stood with Nutri-Kids. Mr. Lathrop informed her that the computer came in and he was working with Jim. They were almost there.

Mrs. Maisano asked where they were with the Cafeteria Contract. Mr. Serio responded that they were in the process of finalizing that. There was one glitch which he thought would be fixed this week.

- **Legal/Ronald DeNuzzo, Chair**

Mr. DeNuzzo reported they had Gary Brochu here tonight for a discussion they had during the subcommittee.

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

Mr. Scalesse had no report this evening.

- **Personnel, Laura Kluth, Chair**

Mrs. Kluth stated she had a couple of issues. They had discussed the security guards at the high school at the last meeting and wanted to know where they were with that. This would be discussed under Old Business.

Mrs. Kluth asked whether the cafeteria workers had a committee. Mr. Lathrop informed her they had a negotiating committee that represented them. There were seven (7) members on their side. **Mrs. DePalma stated she was meeting with Mr. Serio to work out some issues.**

Mrs. Kluth asked if they had moved someone from the cafeteria into Mr. Lathrop's office. Mr. Lathrop stated they have Louise Siminausky 50% of the time and she is down in the cafeteria 50% of the time.

Mrs. Kluth had a couple of questions regarding the Academy which would be discussed under New Business.

5. REPORTS/COMMUNICATION

- **Student Representatives, Kelianna Bonn & Rob Fucci**

The student reps were in attendance this evening. Kelianna reported that the winter talent show went great and brought the school community together as a whole. The college process was being done and they were getting great feedback.

Mrs. Maisano stated that Rob had been accepted at UNH in the Dental Assistant Program and Kelianna had heard back from Nichols and Merrimack.

Rob reported that mid-terms had been pushed back and would start on Monday. The Youth Commissioner for the Town was working with the SADD students against drunk driving. There would be a mock crash which Mr. Vaspasiano was willing to help them put together. Rob spoke about the survey being done and about having an assembly through SADD about underage

drinking. There was some discussion regarding the mock crash. **The student reps would let the Board Clerk know the date of the mock crash and she would email the Board members with that information.**

- **Superintendent and Central Office Administration**

Mr. Serio spoke about Len Fasano giving a presentation regarding underage drinking to the Superintendent's at their last SCASA meeting. There was discussion geared towards off-campus drinking. Mr. Anderson would be setting up some proactive underage drinking programs for the high school and the middle school and Academy might be involved as well.

Mr. Serio thanked the negotiating committee for working very hard and diligently. They spent many, many hours working on some of these contracts. **They would set up a meeting to bring everyone up to date on the non-certified staff contracts. He stated that Janice and he would contact some Board members for a meeting next week and then they would report back to the Board at the next meeting.**

Mr. Serio asked Mr. Pompano to introduce the members of the School Building Committee. Mr. Pompano stated he had attended the School Building Committee meeting last week when they spoke about the maintenance of the solar panels.

Mr. D'Albero spoke a bit on the proposal that was handed out to them this evening regarding the maintenance of the solar panels.

Mr. Hongo wanted to commend the School Building Committee. He stated he had never seen or worked with a more considerate and passionate group of individuals. The work with the solar panels and roofs was a major undertaking and it was all about accountability. He wanted this done right. Mr. Hongo spoke about the project that had been done and how they needed to have the right people in place that could check on it, inspect it, and maintain it so it was here for generations to come. It was all about green technology.

Mr. Palladino stated he had heard about more projects that were planned on other Town buildings. Mr. Hongo informed the Board that the Town Hall would have a different application for the solar panels on that building. The money was available and shame on them if they did not take every opportunity to tap into it.

Sam Giglio gave the Board an overview regarding the proposal and asked them to look it over and come back to them with some questions. He spoke about some rebates being offered to Board of Ed's and Towns for maintenance programs to be done so these panels would continue to work properly. There was no one on staff to do this. The solar panel project would save the Board of Ed a lot of money on their electricity bill. There was discussion regarding whether they wanted to go out to bid and on the warranties. Mr. Giglio explained there was a two-year warranty on parts and labor, but he was not familiar with the rest of them. There were not many companies around that did preventive maintenance of this sort.

There was discussion on revenue that comes in annually which was around \$3,000. This was a reimbursement from the State and could save the district \$45,000 in electricity bills. The Middle School would be hooked up this weekend. Going out to bid was discussed further and it was up to the Board whether they wanted to take this route. Mr. Lathrop explained they could get a bid waiver if the amount was over \$4,000.

Mr. Pompano felt they should go out to bid and that they needed to put in a lot of discussion on this. Mrs. Maisano asked how long they would receive the credit from the State and Mr. Palladino answered it would last as long as they were generating; they had to buy it back. Mr. D'Albero stated that meters for these go in when we start generating the power back and that's how you get the credit.

The power at the Middle School would be shut down this weekend and every computer at the Middle School and at the Carbone building had to be shut off.

Mrs. DePalma felt that the School Building Committee was the best choice to choose the right people to recommend to the Board. Mr. D'Albero stated they did not have the power to do that. It had to come back to the Board. They could advise them on what they had to do. He explained that his Board did recommend they go with DBS. This was their recommendation to the Board. Mr. Palladino stated that just for the record, the School Building Committee has recommended to them that this was the contract they should accept and this was the maintenance program that they should adhere to. Mr. D'Albero stated it was up to them if they wanted to go out to bid. His Board and the Town would like them to do this. They knew his (Eric Bartone's) work. Mr. Scalesse stated they had all of the specs and they knew what was in place. Those who wanted to bid on it would bid on it.

Mrs. Maisano stated their bylaws say they need to go out bid if it is over \$4,000. Mr. DeNuzzo asked how soon these panels would require maintenance. Mr. D'Albero stated it was six months, so they had time.

There was discussion on keeping track of the monthly output and kilowatt hours. Mr. Lathrop informed the Board that it was approximately \$.21 per kilowatt hour and that calculated out to about \$7,000 a year for those buildings. The summer would be higher.

Mr. Pompano stated that the way the contract reads with selling the credits back to the State which was approximately \$300 a month or \$3,600 a year, and this goes back to the Town and how would this relate to the Board's budget. Was it going to be filtered as they budget this out? Mr. Hongo stated they had to net that out. **He stated that Tom may not want to hear that, but they would take full responsibility of this and take it off your budget and out of your maintenance. He stated the Board of Education should be focused on education.** He stated he was standing there on behalf of Mayor April Capone Almon offering this; or it could be put it out to bid, that was another option to do what they want. Mr. Palladino stated they may take him up on that.

Mr. Pompano thanked the School Building Committee for giving their report.

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

Mr. Palladino had nothing to report.

6. COMMUNICATION FROM PUBLIC

Mr. Palladino asked if there was any communication from the public.

Marilyn Vitale, 47 Forest Street, spoke about how phenomenal the School Building Committee was and how she would do just about anything these gentlemen asked her to do. It was a wonderful offer from the Town; they (the Board) were not in the building and maintenance business. There was no excuse for fuel going out the window. This had always been a problem at the Middle School. Between cutting money out of the maintenance budget and who was not doing their job, there was no excuse for losing that kind of money. She spoke about how they used to have maintenance forms to fill out and then it was taken care of. Mrs. Vitale also spoke about how the subcommittees used to be made up of three members. They did not have to have the entire Board, just three people and whoever else wanted to come.

Mrs. Vitale spoke about it being seven months since the retirees left and they still hadn't recognized them. They would be remiss if they didn't do this. They could delegate this to a secretary; it wasn't a big deal to order the certificates.

7. SPECIAL RECOGNITIONS/PRESENTATIONS

7.1 Update from Tom Thompson on Invoice Issue

Mr. Palladino stated that Tom Thompson was here to discuss the invoice issue from last month which was the list of invoices from November 24th.

Mr. Thompson reported that Mr. Lathrop had sent him a list of bills that was due on November 24th and in the beginning of December asked him if he could send them \$500,000 to pay these bills. At that time, the Town was short of that money. They had plenty of money in the bank, but they still had to pay workers' comp and medical insurance. He had to guard himself and not run low on cash. In the beginning of January, those bills were paid in the amount of \$894,000 and on January 13th in the another amount of \$900,000.

Mrs. Maisano asked when they approved the bills that were brought before them, they were thinking the checks would be sent. Mr. Lathrop knew these checks were going to be held. Mr. Thompson explained that he asked for \$500,000 and they did not have it to give directly to the Board of Education.

Mr. Lathrop explained they could only release what they had in the bank at that time which was 80% of that. Others were larger vendors and Tony and he had reached out and spoken to the timing of payments and made arrangements with the vendors. They kept Mr. Thompson apprised of what had to be done. Mr. Lathrop explained the process.

Mrs. Maisano stated that it was Mr. Lathrop's responsibility when holding bills to come back to this Board to communicate to them and let them know what was actually happening. She said she would say the same thing to Mr. Serio. They needed a better communication road on this Board. They didn't need to hear it through the grapevine. She stated they get it; they were aware there was not enough money; they need to be told that. If 80% were being sent out and 20% being held, tell us, we have a right to know. She said that everyone on this Board agrees with what she was saying. They were all working on the same side and they all wanted what was best for these children. That's why they were all there.

Mr. Palladino felt a motion should be made that when there was a delay in payment that every Board member via email

be notified within 48 hours. He wanted to put that on the record.

Mr. Serio explained how this was all new to him. He was working with the Town and trying to cooperate and they had a good relationship with many of their vendors so they were able to approach them and get cooperation when asked. When they thought something definitely needed to be paid, they approached the Town and they helped us pay those bills. No services were interrupted. He said he had their message loud and clear to get back to the Board and inform them.

Mr. Hennessey did not like it. Towns should pay bills; saying vendors will help you -- they have no choice. He felt it damaged the relationship with the vendor. Mr. Palladino stated that just about everyone was in the same boat as they were.

Mrs. Maisano wanted to say in the Town's defense, this issue was a timing issue. There were three payrolls in December and it was a struggle.

Mrs. Maisano made a motion that if the bills were not being paid in a timely fashion, Mr. Lathrop or Mr. Serio would approach the Board or email within 48 hours letting them know of the situation. Mrs. DePalma seconded the motion.

Any further discussion? 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 (1-06-11 and 1-11-11)

Any questions on the Board Briefs?

Mrs. Kluth wanted to know if anything had been done regarding the security guard issue at the high school.

Mr. Palladino stated they had not received anything from the high school or Superintendent's Office regarding the requirements that were needed. This went out in an email this afternoon. Were any security hours added back? Mr. Serio stated no, they didn't do that. Mr. Lathrop stated he had sent them three scenarios and he then proceeded to explain each scenario. He informed the Board that he could not financially support Scenario C.

Mrs. DePalma said there was a set amount of money budgeted for security guards. They were told this was the amount of money and had now been told the numbers were cut and the times were cut. We were told you cut the hours Jason. Mr. Lathrop stated it was because they did not have enough money in the budget.

Mrs. DePalma asked him if it was his job to change the hours. Mr. Lathrop explained they had budgeted \$70,000 and the actual amount was \$75,000. That was a difference of \$5,000. When Mr. Anderson came on board, he discussed with him the dollars and potential problem from a staffing standpoint. It was clarified that this was a budget standpoint not staffing.

Mrs. Kluth stated the money was there for the security guards that were employed. Then there was not enough money and hours were cut. She felt he needed to cut somewhere else instead.

Mr. Serio asked Mrs. Kluth where she was getting her information from and if it was from the security guards or high school administration. Mrs. Kluth stated neither. Parents were concerned. Mr. Serio stated he never heard anyone say they were worried about the security at the high school or they needed more security help. The Board received those numbers today. Mr. Anderson had some issues dealing with some of our staffing at the high school and made some schedules he thought were appropriate for the high school. Mr. Anderson and Mr. Proto would approach him if they had any issues. This problem initiated at the Board not through the high school to my office.

Mr. Anderson stated that was correct. After speaking with the Board, he had gone and laid out the first scenario based on the budget constraints they were dealing with.

Mrs. Maisano stated they were missing the original security plan because what she was hearing was they changed from the original to the current and, due to budgetary issues, which is what Mr. Lathrop said, we cut back.

Mr. Anderson explained when he first started in August, he met with Jason and was told that each of the guards had 19 ½ hours. He went back to Jason and said it was not acceptable because they were not able to staff the security guards. He said I could go over a little if I had to. He came back to me in December and said they had an additional person in there and that he had counted on someone retiring. Someone was out several weeks and we brought someone else in. He then told me to cut somebody back because we were spending too much money. So I did.

Mrs. Maisano asked because you wanted to. Mr. Anderson stated I was told we exceeded our budget. They were bringing in an additional person because if someone called out on an extended leave, they had flexibility there and it provided security.

Mrs. DePalma stated again they were not notified that Jason had gone to you and said we have budget issues, you need to cut somebody.

Mr. Palladino stated to piggyback on what Mrs. DePalma was saying, if there was a budgetary problem, there were nine people who were responsible for everything that goes on in all of their buildings. These things needed to be brought back to them so they could have input, and as a Board, they would cut what they felt was appropriate to cut instead of him taking it upon himself to cut some security people. Mr. Palladino said the problem was that he was not notified and the Board was not notified. If something happened, then they were on the hot seat

as to why there was not a security guard, when in essence, they knew nothing of it.

Mrs. Kluth's concern was safety. There was no one at the guardhouse and there was only one security guard on for the entire school. They needed someone else.

Mrs. Maisano asked when Mr. Lathrop approached Mr. Anderson about them being over budget, what was his prediction. How much were they going to be over budget? Mr. Lathrop stated \$15,000. Mr. Palladino stated they could have found \$15,000 for security. Mrs. Kluth said they needed to get the guards back. **Mr. Anderson stated they posted for the new position in hopes that they would hire after they presented this to the Board.**

Mr. Lathrop wanted to clarify his discussion with Mr. Anderson. He stated my recommendation was to move certain employees to 19.5 hours, not cut back a person. The issue was to try to move the hours down, employees down from 19.5 hours to move them to part time. Mr. Anderson stated that it must have been a misunderstanding, Mr. Lathrop.

There was further discussion on the number of hours needed for security and whether employees get benefits if they work over those hours. Mr. Serio explained he had gotten a very clear message that they were talking about unionizing and going full time with benefits. It was not an arena he wanted to get into at the time. They had cut back many of their employees to 19.5 hours. Mrs. DePalma felt the real problem was no communication with the Board as a Board.

Mr. Serio spoke about the budget and how they spent many, many hours going line item by line item. Mrs. Maisano asked Mr. Serio what their original budget was. Mr. Serio responded they had to cut \$3 million. They brought everyone back and put them on 19.5 hours and there were no issues until now. If he had needed another 19.5 hour person, he would have gotten one. They had an attendance issue with one guard, another

retired, and no one ever came and said we need two more security guards because we need coverage.

Mr. Palladino asked if Mr. Anderson was requesting Scenario B for the safety of the students and staff in his building. Mr. Anderson stated yes he was. Mrs. Kluth asked if this was where he was at the beginning of the year. Mr. Anderson stated it was a little bit more than at the beginning of the year.

Scenario C was an additional \$8,000 cost. Mr. Anderson was satisfied with Scenario B at this time and if they needed to come back because of any issues in the future, he would ask Mr. Serio to come back to the Board and increase their coverage.

Mr. Palladino requested a motion to add Item 8.2 for approval to accept the change of the EHHS Security Guard Plan Scenario A to Scenario B. Mrs. Maisano felt they should add to the motion the Option to Request Scenario C in the future.

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

Any discussion on the motion? There was none.

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

8.2 Approval of Security Guard Plan Scenario B with Option to Accept Scenario C

Mr. Palladino asked for a motion to approve Security Guard Plan Scenario B with an option of Scenario C in the future if needed or Option B is not working out.

Mrs. DePalma made a motion to Approve Security Guard Plan Scenario B with the Option of Scenario C in the future and the Board is Updated on the Implementation and Outcome at the next Board meeting. Motion was seconded by Mr. DeNuzzo.

Any discussion on the motion? There was none.

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

Mrs. Maisano asked what Kostin & Ruffkess had accomplished or what recommendations they had at this time. Tom Thompson had spoken with Joe Centofanti on a couple of questions regarding Board of Education information that Mr. Lathrop had given him. The OPEB deal was a big issue, post-employment benefits. Mrs. Maisano asked if that was the half-million dollar differential. Mr. Thompson stated yes. Mr. Lathrop stated he had not seen any update from Ms. DeMatteo from Segal Company. Mr. Thompson stated that Mr. Centofanti was doing testing of that valuation in the subsequent year. Mr. Lathrop spoke about what transpired as far as emails going back and forth, but he had not heard back from Ms. DeMatteo yet.

Mrs. Maisano asked if the audit would be complete by January 31st. Mr. Thompson did not think so. He stated that Joe had called him back and they were getting an extension into February. Mrs. Maisano asked who did the reconciliations in the Business Office. Mr. Lathrop stated he does a couple but Pattie does most of them. Payroll reconciliations Pattie starts them and he finishes them. Mrs. Maisano referenced the issue with regards to the payroll of the June 30th reconciliation. How were they with that? Mr. Thompson stated that Joe had reconciled it. Mr. Lathrop explained that Joe had asked him to review the two outstanding check registers. Mrs. Maisano asked how he had cleaned up the register without any adjustments to it. Mr. Lathrop stated he had redone the June bank reconciliation and reconfirmed with the July bank reconciliation. They had a positive variance of \$6,000 in that bank reconciliation. Mr. Thompson stated Joe had told Jason he was satisfied with the bank reconciliation. He had not said anything to him, but he would have it he wasn't satisfied.

Mrs. Maisano stated June wasn't reconciled but July was. How did Mr. Lathrop reconcile July without June? Mr. Lathrop said the variance states it was a positive variance; it was a book error not a bank error. There was further discussion on this bank reconciliation and it being a bank error vs. a book error. Mrs. Maisano felt whether it was a positive or negative variance, it was a difference. She did not close her books until she knew there were no differences and everything was reconciled.

Mr. Palladino stated what he was recommending was they really needed to understand personnel. They needed to look into whether or not the way they were running their Finance Office was correct and if they needed to adjust it instead of the way it was currently run. If they needed to adjust something, they needed to bring it to a bookkeeping situation other than a business situation. They needed to have a Personnel Subcommittee in Executive Session to talk about that. He had spoken to Mr. Thompson briefly today about this problem and he thought they agreed to address it soon.

9. NEW BUSINESS

9.1 Ratification of Appointments – None.

9.2 Request for Approval of the Payment of Invoices:

- Dated January 26, 2011 for Fiscal Year 2010-11 in the Amount of \$643,979.27**

Mr. Serio recommended the Board approve the payment of invoices dated January 26, 2011 for Fiscal Year 2010-11 in the amount of \$643,979.27.

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

Any discussion on the motion?

Mrs. Maisano asked the following questions:

Consumable Workbooks – Four PO's were looked at. Mrs. Forti stated she would like to clarify that at the last Board meeting, regarding the ordering of the consumables, Mrs. Lewis was kind enough to pull those purchase orders for her and all but one of the purchase orders was done in June or July ordering for the school year and they were just being paid for at the last Board meeting. She wanted to clarify this was part of their discussion. Mrs. Maisano stated they were told that nothing was on hold. Mrs. DePalma stated she had specifically asked that question. There was discussion on the process for payment of PO's. Some of the orders were three or four months ago and just being paid now. When orders were only partially filled, the rest of the order was cancelled due to a statement on the PO. Then they would have to reorder those items.

Mrs. Maisano stated that perhaps in that subcommittee they have they could discuss how the bills were accounted for and maybe come up with a better system.

Any further discussion on the motion? There was none.

There were no objections or abstentions to the motion. Motion carries. The bills are paid.

Mrs. Kluth asked about full-day kindergarten and why they did not have K-2 at the Academy. She would like to see this as a possibility. Mr. Palladino stated this should be discussed in a Curriculum Subcommittee meeting.

Applications for the Academy were at the school and on their website. They were only accepting applications for Grade 3 because those were where they had openings. They would be sending something out in a week or so to have parents interested in putting in their applications for the other grades and to have their child put on a wait list if someone was to leave during the summer. The registration deadline was March 9th. The lottery was being done on March 30th or 31st. The date was on the website. An informational paper was being given to the kids to take home and informational flyers

were sent home awhile back. **Mrs. Johnson would be doing a District Connect Ed call when the deadline approached to remind parents that applications were due. The applications need to be in by the 9th and they would be sent out as early as this Friday. It would also be on the website. It was suggested that perhaps it could go on ETV as well.**

9.3 Discussion and Possible Approval of Preventive Maintenance Plan for Solar panels at JMMS, Momauguin, Overbrook and Deer Run

Mr. Serio stated this item was open for discussion and possible approval.

Mr. DeNuzzo thought that since they had six months, they should sit on this and think about it. He thought they should table it for now. Mr. Pompano thought they should go out to get some bids. Once they had the bids from the Business Office, he would hold a subcommittee. Mr. Travaglino stated in the proposal that was presented all of the specifications were in there. Mr. Lathrop stated it would be an RFP, not a bid.

Motion to go out to bid was made by Mrs. Maisano and seconded by Mrs. DePalma.

Any discussion on the motion? There was none.

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

9.4 Possible Approval of Durham School Service Transportation Contract Proposal

Mr. Serio explained that they had cleaned up some of the language for a three-year contract with a two-year optional renewal. The first year was a zero percent increase with a 2.75% increase in the second year and 3% in the third year. The last two years would be with a 2.25% increase. They also had the option to fall back on Option 2 which they discussed

during the last meeting. Buses were one of their biggest expenses. Going out to bid was also a choice.

Mrs. Maisano stated she thought that this offer from Durham Bus was good until January 31st and she was not in agreement with the late fee for 1% if it was not paid in 30 days.

Mr. DeNuzzo asked if the verbiage in paragraph 4 was the same language in the previous contracts or was it something new. If it was new, why was it in there? Mr. Hennessey thought it was because they were afraid of the new seatbelt law. Mr. DeNuzzo stated for things that were beyond their control, why would they have to assume that cost. Mr. Palladino agreed.

Mr. Serio stated they did have some time to decide on this. Mr. Hennessey had the same feeling with these buses as he did with the trash pickup companies where they pick up everyone's trash and charge per pound. Mr. Hennessey wondered how they verify exactly what they were paying for is what they were getting. He would like to see the internal controls on that. Mr. Lathrop stated they have a dispatch report by driver. Mr. Hennessey stated that the trash companies have that too. He was saying he did not believe it.

Mr. Pompano and Mrs. Kluth left the room at 9:20 p.m.

Mr. Palladino questioned whether they taxed them because the buses were housed in East Haven. Mr. Thompson stated if they were an East Haven business owner, we tax them. Mr. Serio confirmed that this was an addendum to the big contract.

Mr. Pompano returned at 9:21 p.m.

Mr. Palladino stated he would never sign a contract that says we can raise you because we added seat belts. He did not want to be held hostage. This paragraph needed to be removed and also the paragraph with charge of 1%.

Mrs. Kluth returned at 9:23 p.m.

Mr. Scalesse spoke about the option to bring new buses with greater capacity. There was discussion on how many students the buses had capacity for and whether they would want larger buses or not.

Mr. Palladino asked for a motion to table this item

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

Any discussion on the motion?

There were no objections or abstentions to the motion. Motion carries. This item was tabled.

9.5 Discussion and Possible Approval of Lease for Truck

Mr. Serio stated this was an item that he went back and forth in discussions with Mr. Travaglino. They were requesting a new truck. The newest truck in the fleet was a 2005. Mr. Serio explained that after the last Board meeting, the Board requested they bring these items to them to determine whether it was something they could or could not do or perhaps something they could move forward with in the new budget year. They could use this vehicle desperately.

Mr. Travaglino informed the Board this was a 48-month lease at \$808 a month with a \$1 option to buy at the end of that time. No money was needed upfront. If they ordered this, they could probably have it by mid-February. There was discussion about going out to bid on this and it was on the state list and Mr. Lathrop and Mr. Thompson had taken care of the application for credit. It would be leased from Ford Motor Credit and delivered to Crowley Ford. It was a Ford 350 truck with an 8-foot plow and utility body on it.

There was discussion on whether vehicles needed to be taken home each day or on weekends and how at this time of year if the vehicle was not at home, they would not be able to get to the vehicle if they needed to plow. Mr. Palladino stated he did

not think it was a problem to take the vehicle home and to work, but using them to go grocery shopping and seeing them in Bridgeport and North Branford and all over, he had a problem with that. He thought all of them had a problem with that.

Discussion ensued and Mr. Pompano stated they had been down this road before and it becomes a union issue and past practice. There was discussion on liability and changing the policy. Mr. Pompano felt they should get to the point which was did they actually need one. They needed to have this discussion with some facts in front of them. He was not hearing anything except that "I want a new car". Mr. DeNuzzo asked how long the proposal was good for and Mr. Travaglino responded March 31st.

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

Any discussion on the motion? There was none.

There were no objections or abstentions to the motion. Motion carries. This item was tabled.

Mr. Pompano stated some of things they needed to see were a conditions report as to why they were not able to perform a duty because of the condition of the maintenance trucks; the amount of our costs that were being put into repairs on the vehicles; and whether there was a warrantee on the vehicles.

9.6 Discussion and Possible Approval of Budget Transfers

Mr. Lathrop handed out the sheet with the transfers on it and went through what was being transferred and for what reason. The biggest transfer was out of the Assistant Superintendent account where there was \$198,000 and put those extra monies of about \$5,000 into each of the elementary schools for Repairs and Maintenance at the schools. The high school and middle school would cover outstanding purchase orders in the amount of \$13-14,000. Mr. DeNuzzo asked if this was a one-time

proposal or something he would look to do every year. Mr. Lathrop explained this was the second set of transfers this year. **He would like to do the transfers on a monthly basis.**

Mrs. Maisano asked what the net total was of these transfers. Mr. Lathrop responded it was \$60,000.

Mr. Palladino asked for a motion to accept the transfers.

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

Any further discussion? There was none.

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

9.7 Presentation of the Budget for Fiscal Year 2011-12 – Jason Lathrop

Mrs. Maisano explained that she thought before they did the budget for 2011-12, they needed to review the July 1, 2010 through December 31, 2010 budget. She knew it was late, but requested everyone stay for another half hour. They needed to know if they were in a deficit or not.

At this time (9:49 p.m.), a five-minute break was requested.

Mrs. Kluth left the meeting at 9:55 p.m.

Mr. Palladino called the meeting back to order at 10:03 p.m. Mr. Serio was not present at this point of the meeting.

Mr. Lathrop started to go through the narrative that was handed out. He spoke about the \$97,000 in ARRA monies that was used this year leaving them \$1 million for next year's budget. This month was a breakeven for two reasons. One was the change in accrual methodology in the Administrators' Contract. The second was to soak up some of those dollars which were going to be expended in salaries. There were five additional

positions hired that were not in the budget this year. This left them negatively impacted.

Mr. Hennessey stated the last report they received they were \$300,000 in the hole and they used \$200,000 of the stimulus monies to plug that. Now, he sees they made money in those two months and only need \$97,000. That's cooking the books. Mrs. Forti explained it was more of an assumption. Mr. Hennessey said you can't do it in the middle of the fiscal year without the support of the auditor and auditing committee. Mr. Hennessey apologized and said he thought they were in Executive Session. He had significant concerns.

There was discussion on the Administrators' Contract date changing. Mr. Lathrop spoke about the 180 days and how they could accrue for those dollars by taking a deficit of \$300,000 and putting it into the next fiscal year. Mr. Palladino asked if he was talking about taking a lump sum vs. taking it over the summer. Mr. Lathrop stated no, they could do this one time. Mr. Palladino asked if this was legal to do this. Mr. Hennessey stated it can't be illegal because we don't answer to anyone here.

Mrs. DePalma asked what Mrs. Forti's take was on this. Mrs. Forti explained that the Administrators' Contract if they changed the start date from September 1st to July 1st and ending on June 30th instead of August 31st, this would take care of the amount we would have to accrue to make up from July 1st to August 31st. Mr. Palladino asked if they had run this by Tom Thompson and the answer was no.

Mr. Serio returned to the meeting.

Mr. Palladino stated his recommendation to the entire Board here was that they don't touch this until they get an opinion from the CPA that works for the Town and find out if this is the correct thing to do. He had a real bad feeling and he did not like this, but he was not an accountant. Mr. Serio had spoken with the auditor and run this whole accrual transaction through him to get his approval as to whether this

was a good accounting practice. This was something you needed to have in your back pocket before we move forward with it.

Mrs. Maisano told the Chairman that she did not expect this tonight. She did not expect to do account accrual methodology. She could not hold these numbers solid at all. Mr. Hennessey informed the Board that their Town got in trouble with messing with this for millions of dollars with the Teachers' Union and it took them years to repay it. Mr. Serio stated it was different with the teachers because they work 180 days. He explained how the teachers' pay works and how administrators work beyond this. It took six years to catch up and in the audit they said we were not accruing the teachers' salaries correctly. The auditors at one time told them they needed to fix this. The amount was about \$3.5 million. He did not know if it was different from the teachers, but it was not a good practice.

Mr. Hennessey stated you pay someone for 52 weeks a year. How you account for that is just nonsense -- it was playing the system to fudge a number. He would never agree to that. Mrs. Maisano stated she had never heard of this idea.

Mr. Lathrop stated he did not accrue for the administrators' salaries. He brought this to Mr. Serio. They had been approached by the administrators to change the contract year from 7/1 to 6/30. Mrs. DePalma asked what this did for the administrators. Mrs. Forti explained it put them in a better position for retirement. People have been leaving on June 30th anyway. Mr. Serio spoke about the work year for administrators.

There was discussion on the amount and how it would affect next year's budget for 2011-12. Mrs. Maisano stated they needed to get creative to get the deficit down because Jason was saying they were in a deficit this year and they had to now revise their ARRA funds downward. She thought the money was supposed to cover the five teachers. Mr. Serio stated they had to put the \$300,000 into this accrual process or subtract it

from the Jobs Fund. The bottom line was they may take it out of the ARRA money in the budget and add it to the salary line.

This would put the Board at 3.1% and not 2.17%. Mr. Palladino thought they could almost guarantee that they were going to get a 0% increase this year. There was no money. Mrs. DePalma stated they needed to combine maintenance with the Town and get creative in saving money. **Mrs. Maisano wanted to take this report and see it in the true way, meaning the way it should be.** Mr. Lathrop stated what it would be didn't change their accrual methodology. They could not see certain forecast amounts and could not see other expenditures that might materialize out of this. **Mr. Palladino felt they should take the Town up on their offer to take over maintenance.** Mr. DeNuzzo stated he was leaning towards that.

A number of the Board members felt they should be concentrating on education and the last time they had a presentation from the administrators was for the CMT or CAPT Presentation. **Mrs. DePalma stated she did not know what their goals were this year but they were not in compliance.**

Mr. Lathrop said recognizing this forecast received less than positive reception, he would like to be able to run this by Tom Thompson and the auditor. Mr. Palladino stated run it by them and report back.

Mr. Palladino stated they would table the discussion on this for now.

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 – None.

10.1.2 School Newsletters

**10.1.3 School Building Committee Contact
Information 2011**

11. EXECUTIVE SESSION - None

12. ESTABLISHMENT OF NEXT REGULAR MEETING:

**THE NEXT REGULARLY SCHEDULED MEETING OF THE
BOARD OF EDUCATION – FEBRUARY 8, 2011 – 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 Mr. Scalesse.

There was no discussion on the motion, no objections, and no abstentions. Motion carries. Meeting adjourned at 10:27 p.m.

RESPECTFULLY SUBMITTED,

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