

**TOWN OF EAST HAVEN
BOARD OF EDUCATION
35 WHEELBARROW LANE
EAST HAVEN, CONNECTICUT 06513**

**MINUTES
REGULAR BOARD MEETING
APRIL 28, 2009
7:00 P.M.**

PRESENT: Mrs. Vitale, Mr. Inglese, Mrs. Vineyard, Mrs. Padua (7:44 p.m), Mr. Hennessey, Mrs. Geraci-Anastasio, Mr. Finkle, Mr. Hammell, Mr. DeNuzzo

ALSO PRESENT: Mr. Serio, Superintendent; Mr. Meoli Assistant Superintendent; Mrs. Acquarulo, Director of Pupil Personnel; Mr. Travaglino, Director of Buildings and Grounds (7:15 p.m.); Mr. Martorella, Administrative Consultant; Mrs. Lewis, Finance Manager (7:16 p.m.)

1. CALL TO ORDER

Mrs. Vitale called the meeting to order at 7:00 p.m. and ordered a five minute recess. The meeting was reconvened at 7:05 p.m. and asked for a moment of silence in memory of a third grade student who died tragically over the weekend.

2. APPROVAL OF MINUTES

Mr. Finkle made the motion to approve the minutes of the regular Board meeting of March 24, 2009 and the Special Board meeting of April 1, 2009. The motion was seconded by Mr. Hennessey.

There were no objections to the motion. Motion carries.

3. CORRESPONDENCE

There was no correspondence reported by either Mrs. Vitale. Mr. Serio read a letter from the Mayor in which she directed her staff to re-bid the cleaning contract for Joseph Melillo Middle School, Carbone School and Momauguin School because she received a letter of complaint from a potential bidder on the matter. He also reported to the Board that the Mayor informed him that she will be the Acting Finance Director of the Town. Mr. Hennessey stated that he

believed that she could not be the Acting Finance Director for the Board of Education since only the Board of Education could make that appointment.

4. SUBCOMMITTEE REPORTS

Mr. Inglese stated that he received a complaint from a parent and would like to address the situation at an Athletic Subcommittee meeting before the next regular Board meeting on May 12, 2009. He asked that a member of the Yellowjacket leadership be invited to attend. Mr. Hammell added that the Yellowjacket Club had by-laws which should be brought to the meeting.

Mr. Finkle asked that after the Town Budget was passed that Mr. Serio ensure that there would be monthly presentations regarding elementary school projects.

Mr. Hennessey requested that a Finance Subcommittee meeting be scheduled for Tuesday, May 5, 2009.

Mr. Hammell reported that there would be two appointments during the meeting.

There were no other reports from subcommittee chairs.

5. REPORTS AND COMMUNICATION

The Superintendent reported that the audit was complete. He stated that a draft and details of the audit would be presented by the auditors themselves. He suggested that it should be presented at a joint meeting of the Board of Education, the Town Council, the Board of Finance, and the Town administration.

Both student representatives were not in attendance.

6. COMMUNICATION FROM THE PUBLIC

Mrs. Quinn of Cortina Road spoke of the Town Council meeting on the education budget held last week. She stated that it was nice to have a lot of people there and agrees that there should not be a zero increase in the education budget. She stated that she was concerned that there is too much short-sightedness and that the Board should start to plan for the long range and thought that the offering of the Ohio Plan would accomplish that goal.

There was no other public comment.

7. SPECIAL RECOGNITIONS/PRESENTATIONS

7.1 Recognition of Loretta Kelly and FBLA students was postponed.

- 7.2 Recognition of Jason Miles and TV/Video II Class. Mrs. Reale, the high school principal introduced Jason Miles, gave a summary of his experience, and explained his role as a media specialist. Mr. Miles explained his class' participation in a video competition and showed the audience a clip of an original production the students created. Mrs. Vitale presented the students with certificates of appreciation and a plaque to Mr. Miles.
- 7.3 Mrs. Noonan introduced Nancy Tipping who informed the Board of the success of her Health Occupational Students of America club who participated in the Statewide Leadership Conference held at Southern Connecticut State University recently. She informed that 17 of her 29 students who participated won medals. She stated that there are 56 members of her HOSA club. She introduced the students who were in attendance and the Board presented them with a plaque.

8. OLD BUSINESS

8.1 Any questions or comments on the Board briefs from 3-24-09 and 4-1-09

Mr. Finkle asked in the information on open purchase orders was ready? Mrs. Lewis passed out the information to all Board members along with the budget portion of it. Mrs. Lewis explained how the paperwork was set up and informed the Board that the grant report was not ready because of a computer loss.

9. NEW BUSINESS

9.1 Ratification of Appointments

Mr. Serio requested that the Board ratify the appointments of Michael Reynolds as a Special Education paraprofessional at Carbone School and Jeffrey Cupe as Assistant Varsity Football Coach at East Haven High School.

Mr. Hammell made the motion to ratify these appointments. Motion seconded by Mr. Inglese.

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

9.2 Request for Approval of Payment of Invoices

Mr. Serio requested approval of payment of invoices dated April 15, 2009 for the Fiscal Year 2008-2009 in the amount of \$1,390,279.03 (*previously received by Board members*) and invoices dated April 29, 2009 for Fiscal Year 2008-2009 in the amount of \$1,163,824.78.

Mrs. Geraci-Anastasio made the motion to approve the payment of invoices dated April 15, 2009 and April 29, 2009. The motion was seconded by Mr. Hammell.

Mr. Finkle asked what the \$30,000 payment to Tactical Communications was. Mr. Martorella replied that the district had been awarded a grant from Homeland Security to purchase 55 two-way radios. The district had to pay the \$30,000 but would be reimbursed \$20,000 from the government. He also asked if the \$571,000 payment to the Town was for medical payment, Mrs. Lewis replied that it was.

There were no additional questions, discussions, or abstentions. Motion carries.

9.3 Approval of the Following Field Trips

- **EHHS Grade 9 to Franklin D. Roosevelt Estate & Presidential Library, New York**
- **JMMS Grade 7 and 8 to Six Flags NE, Longmeadow, MA**

Mr. Serio requested that the field trips described in 9.3 be approved.

Mrs. Vineyard made the motion to approve the field trips. Motion seconded by Mrs. Geraci-Anastasio.

There were not additional questions, discussions, or abstentions. Motion carries.

9.4 Update of 2008-2009 Operating Budget

Mrs. Lewis distributed an abbreviated budget update. The projections were not complete because Mrs. Lewis informed that she had a computer malfunction. The complete budget update will be ready for the May 5, 2009 meeting. Mr. Serio suggested that a discussion on the budget be postponed until the next meeting when complete information was available. Mr. Finkle requested a detailed budget report by that time.

9.5 Discussion of and Possible Approval of Job Description and to Post for Board of Education Finance Director

Mr. Serio discussed the draft of the posting for Board of Education Finance Director and informed the Board that he wanted to make some changes before the posting was approved. Mrs. Lewis distributed a revised posting, and Mr. Serio explained that he would like to change the job title to "Business Administrator."

Mr. Hammell stated that he thought the salary offering was too high, and Mr. Finkle suggested that it be advertised as, "Salary Commensurate with Experience" only. Mr. DeNuzzo asked if the Board was limiting itself with the qualifications listed. He wondered how many candidates would have such qualifications.

Mr. Serio informed that Hamden has a similar posting and had received a great number of qualified candidates. He informed the Board that he wanted to immediately post the job so as to attract the best possible candidates.

Mrs. Geraci-Anastasio made the motion to approve the posting for the position of Board of Education Business Administrator. Mr. DeNuzzo seconded the motion.

There were no objections, discussions, or abstentions on the motion.
Motion carries

9.6 Discussion and Possible Approval on OHIO Plan and/or Medical Incentive Plan

Mr. Serio informed the Board that Mrs. Vitale had requested of him that he revisit the Ohio Plan and Medical Incentive Plan. Mr. Meoli discussed the Ohio Plan. Mr. Hennessey stated that we cannot assume that teachers are only going to retire if the plan is offered and stated had to make projections. Mr. Finkle questioned if the OHIO plan is such a cost-saving measure, why are other towns in the area or state offering the plan. Mr. DeNuzzo asked how the cost to the Board was determined. Mr. Meoli offered that there were actuary tables that were used and the numbers differed depending on the age of the retiring teacher and how many years of service the teacher had. Mr. Meoli stated that it would be easier to determine the exact costs and benefits to such a program if the teachers' contract had a specific date to inform the Superintendent of retirement intentions.

A short discussion ensued on the benefits of a Medical Incentive early retirement plan. It was discussed that this alternative did not have a deadline for offering. Since only an initial plan had been put together, it was suggested that the program be reviewed and more detail added so that it could be brought forward at a later date for Board consideration if there was a savings possibility.

Mr. Hammell made a motion to table this item and the motion was seconded by Mrs. Geraci-Anastasio.

There were no objections, discussions, abstentions on the motion. Motion carries.

9.7. Approval of the Following Bid Recommendations

- **Asbestos Management Plan**
- **Contract Cleaning East Haven High School**
- **Contract Cleaning JMMS, Carbone & Momauguin**
- **Facility Management & Maintenance EHHS**
- **Security EHHS**

Mr. Serio stated that Mrs. Vitale wanted the Board to see all of the bid numbers. Mr. Serio stated that the issue with the Mayor's letter to him regarding one of the cleaning bids would require re-bidding as per the Mayor's direction.

Mr. Finkle asked if there were only two bidders for the security contract, and Mr. Travaglino replied that 13 companies received bid packages but only two submitted bids. Mr. Serio explained that the security company for the high school did not submit a bid because they have a rollover clause in their present contract. Mr. DeNuzzo asked if references were checked. Mr. Travaglino responded that they were.

Mrs. Padua asked about the cleaning bids for JMMS, Carbone, and Momauguin and Mrs. Geraci-Anastasio responded that the Mayor wanted to re-bid that contract .

Mr. Serio stated that he would like the Board to table the approval of all of the bids and discuss them at the next meeting of the Board scheduled for May 5, 2009.

Mr. Hennessey about the Asbestos Management Plan, and Mr. Travaglino that state law requires that we have an asbestos management plan which is in place. Mr. Finkle inquired if the Mayor's letter regarding the cleaning bid referenced legal action from the complaining bidder and suggested that Mr. Serio seek a legal opinion on the matter.

Mr. DeNuzzo made a motion to table the bid proposals. Mrs. Geraci-Anastasio seconded the motion.

There were no objections, discussions, or abstentions on the motion. Motion carries.

9.8 Update on Durham Bus Services

Mr. Serio informed the Board that he attended a Town Council meeting to get permission to extend the bus contract with Durham Bus Services because of the ambiguous language in the contract which, in essence, enabled the Board to take advantage of a .5 percent increase which would save two percent of the total price. Mr. Serio asked the Board to read the Town Council resolution on the matter.

9.9 Possible Action on Settlement Agreement

Mr. Serio asked that this item be discussed after Executive Session.

10. INFORMATION ITEMS

There were no questions or discussion on the information items.

Mr. Inglese made a motion to adjourn to Executive Session. Motion seconded by Mrs. Padua.

There were no objections, discussions, or abstentions on the motion. Motion carries.

Regular session was adjourned at 8:45 p.m.

11. EXECUTIVE SESSION

Mrs. Vitale convened executive session at 8:55 p.m. Mr. Serio suggested that item 11.3 and 11.2 be discussed first since item 11.1 only required the Board to be attendance. Mr. Serio, Mr. Meoli, Mr. Martorella, and Mr. Travaglino were in attendance as well as all Board members.

11.3. A discussion of the employment of a public employee as related to item 9.9 on the regular Board agenda. Mr. Travaglino left executive session after this item was discussed.

11.2 There was a discussion of collective bargaining issues regarding concession for all unions. Mr. Serio, Mr. Meoli, and Mr. Martorella left executive session after this item was discussed

11.1 The Board engaged in its self-evaluation process.

Mrs. Vinyard made a motion made to adjourn executive session. The motion was seconded by Mrs. Geraci-Anastasio. There were no abstentions or objections to the motion. Motion carries.

Executive session adjourned at 9:44 p.m.

Mrs. Vitale called the regular meeting back to order at 9:44 p.m.

9.9 Possible Action on Settlement Agreement

Mr. Hammell made a motion to approve the settlement contract. Motion seconded by Mrs. Padua. Mrs. Vineyard abstained and there were no objections to the motion. Motion carries.

12. ESTABLISHMENT OF NEXT REGULAR MEETING

The next regularly scheduled meeting of the Board of Education will be May 12, 2009 at 7:00 p.m. at 35 Wheelbarrow Lane, East Haven, Connecticut 06513.

13. ADJOURNMENT OF REGULAR MEETING

Mr. Hammell made the motion adjourn the regular meeting. Mrs. Padua seconded the motion.

There were no questions, objections, or abstentions to the motion.

Motion carries.

Meeting adjourned at 10:20 p.m.

RESPECTFULLY SUBMITTED,

**MARILYN VITALE, CHAIR
EAST HAVEN BOARD OF EDUCATION**