

**TOWN OF EAST HAVEN, CT
EAST HAVEN PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING MINUTES
35 WHEELBARROW LANE, EAST HAVEN, CT 06513
TUESDAY, FEBRUARY 23, 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
MR. FRANK MEOLI, ASSISTANT SUPT.
MRS. ERICA FORTI, ASST. SUPT. OF
CURRICULUM & INSTRUCTION
MR. JOSEPH TRAVAGLINO, DIRECTOR OF
BLDGS. & GROUNDS
MRS. MARY ACQUARULO, DIRECTOR OF
PUPIL SERVICES
MR. JASON LATHROP, BUSINESS ADMINISTRATOR**

1. CALL TO ORDER

Chairman Palladino called the regular Board of Education meeting to order at 7:03 p.m. in the Boardroom at the High School. (The Pledge of Allegiance was held.)

2. MINUTES

Mr. Palladino asked for a motion for the approval of the revised minutes for the Regular Board meeting of February 9, 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 stated he had received an executive summary having to do with the Family Resource Center. He handed copies out to everyone.

- **Superintendent, Mr. Anthony Serio**

Mr. Serio reported that he, Mrs. Forti, and Mr. Meoli had worked on some of the requests from the Board. Mr. Meoli had worked on the spreadsheets that were handed out and they reflected the changes. Mrs. Forti had done some research regarding an all-day kindergarten.

Mr. Meoli spoke about the Board's question regarding whether the 6th, 7th, and 8th grades could fit into the Middle School. The first sheet attempted to answer that showing a total of 713 at the Middle School which would be approximately 230-240 per grade level. He had spoken with Mr. Prato and there would be two teams at each grade level with 10 teachers at each level. There would be 30 core teachers and the average class size would be 24 in grades 6 and 7 and 23 for grade 8 based on current enrollment.

Mr. Meoli then answered a question as to whether grades 5 and 6 would fit into Carbone School. There would be four teams of 10 teachers. When electives were added in, it would be a little tight.

There was discussion on a number of scenarios that had been discussed in the past and a new scenario that was marked in orange in the handouts.

Mr. Meoli requested any questions from the Board.

Q Were they operating the Middle School at a 6, 7, and 8 with 30 core teachers last year?

A A year ago, that's what they were operating on.

Q Class size would go from 15/16 to 22/23?

A Mr. Meoli stated he ran this by Mr. Prato and he saw it that way. A year ago we had three teams and thirty teachers.

Q The core teachers would be the same thirty with 24 kids per classroom. A year ago they had 17 to 20 kids. Research shows that with less than 20, you can see significant achievement. It seems it fluctuates throughout the year and that the number could go up or down?

A Mr. Meoli responded that that was a conservative assumption; it could go up. Mrs. DePalma stated that these were tough times and they just had to deal with that.

There was some discussion on schools in this district and other districts being in need of improvement.

Mr. Scalesse suggested they should discuss this in a special meeting. Mr. Palladino recommended, as Chair, that they have a special meeting and also a public session. This meeting could be held at the Senior Community Center where there was plenty of room. This would give them time to digest what Mr. Meoli had put together for them.

Q What was the capacity for Carbone with 471 students and 23 classrooms?

A Mr. Meoli responded it would depend on how many students you put in a classroom. It could hold these classes.

Q Where would the Academy go?

A Mr. Meoli thought they needed to talk each scenario through.

Mr. Meoli asked the Board to email any other thoughts or scenarios to them.

Mr. Pompano thought that Overbrook in the south end was underutilized. Mr. Meoli said that this was being looked at as a starting point.

There was discussion on the Middle School and the number of classrooms and the importance of having non-core classes. Mr.

Scalesse thought it key for them to bring back unified arts at the Middle School. Mrs. Kluth stated it should be in classrooms and not on carts. Mr. Serio stated they still had the classrooms in existence for art and music, etc.

Mr. Palladino suggested that Mr. Serio or Mr. Meoli get in touch with someone at Town Hall in regards to the availability of the Senior Center. Then we will have Janice call the Board to confirm a date for a Special Meeting.

Mrs. Maisano had a concern regarding the all-day kindergarten packet they had received. She felt that the bus transportation service would need further study for them to consider this. Mr. Meoli felt it would be an opportunity to correct some situations. There was further discussion on how busing might be affected by the reconfiguration and whether this would ultimately end up costing the district more money. Mr. Lathrop felt it was a fair assumption that they would have some savings. **Mrs. Kluth thought that they should hear a report from the bus company regarding this issue.**

Mrs. Forti spoke about the CMT's and explained that the administrators were excused from tonight's meeting in order to uphold security of the tests and to adhere to the Connecticut State guidelines. She was looking to change procedures and policies on how they handle the tests in our buildings which required the administrators to do a significant amount of work with organizing labels and upholding the security of those testing materials. Mrs. Maisano asked why she had changed it. Mrs. Forti responded that they had to write five letters to the State Department for security breaches in the past. She wanted East Haven to have an exemplary reputation for everything that it does.

Mrs. Forti then spoke about the draft version for full-day kindergarten. She would like to have the Board's approval if they decide to move forward with a full-day kindergarten.

Mrs. Forti also wanted to answer Mr. Hennessey's question regarding AYP status. She had done some research with the State and if a school changes 50% of its population, whether it can apply for an AYP review. All of our school populations would change by 50%

including the Middle School. Students take the CMT's in March in a week or so and those results would determine the school's AYP status for 2010-11. For example, if Momauguin was in a current year of improvement and did not make AYP in 2010-11, then they would be in Year 2; but in 2011-12, it would be reset clean. This would be contingent upon the reconfiguration.

Mrs. Forti informed the Board she had done some research with SERC regarding the feedback and questions they had from the parents at their last meeting regarding the Middle School. The State has worked with UCONN and George Sugui on positive behavior supports and instilling a specific culture and climate in your district as well as your school. This also fell under the SRBI frameworks that she has spoken about. There was a triangle and it was split in half -- half was academic and the other half was the behavioral and emotional side. We need to be cognizant of a new vision for our Middle School. Two-thirds of the students coming into that school will be brand new. They could set the climate and culture the way they want it for a 21st Century Middle School. This would prepare the kids to compete in a global society and globally.

Mr. Scalesse stated he was in full support of a full-day kindergarten. He wanted to know what percentage of the cost of six teachers would be offset with the buses. He wanted to know if the teachers that were here were in jeopardy. Mrs. Forti explained that four or five bodies came out of the reconfiguration; they would not be hiring additional staff for full-day kindergarten should the Board choose to use the human resources in this capacity.

Mr. DeNuzzo asked if this included full-time reading teachers and literacy aides. Mrs. Forti stated that currently kindergarten only has the reading consultant for one day a week. This would allow them to have a reading consultant every day for kindergarten. Most districts that went to full-day kindergarten had true staffing and space obstacles. We do not have those obstacles.

Mr. Hennessey felt they could not lose sight of the fact that the Middle School was going to 24 kids in a class and five teachers is five teachers. Full-day kindergarten was not coming in for free. He stated that full-day kindergarten was 50/50. Mrs. Forti explained that it

depended heavily on the population. They had been classified by the State as a Title I district and they would benefit greatly from a full-day kindergarten. Population was a factor and a variable.

Mr. Serio stated that quality of instruction was number one. They needed to make sure they had the most qualified teachers teaching the grade levels that were appropriate for their backgrounds. This was something they would be working on.

Mrs. DePalma thought that more time in the classroom was essential in today's world. She hoped they were going to ease into this. Some of the children had long days and parents may not want to send their child for a full-day. Mrs. Forti explained with full-day kindergarten that the teachers would not feel pressured under the time constraints and the children would receive more behavioral and social requirements they need. There was further discussion on how this would help with delayed openings and early dismissals as well as the skills some children with two working parents may or may not have coming into kindergarten.

Mr. Serio explained that an extended day will afford them equalization in their starting points and the children may be more ready for first grade. He spoke about poverty in some areas and how some of these homes don't afford them that opportunity. Also transiency of our district has increased. Mr. Palladino stated that was not going to change.

4. **SUBCOMMITTEE REPORTS**

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

No report this evening.

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

Mr. Pompano requested they schedule a subcommittee meeting. Janice will contact him to schedule and set an agenda.

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

No report this evening.

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

Mrs. Maisano stated she had no report this evening; however, she believed they had all received a letter from the Mayor regarding the budget that Mr. Lathrop had presented to the Town and errors that were in it. In past years, they were missing essential information -- specific accounts and stipends. She would like to discuss this issue later on under new business.

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

Mrs. Vineyard reported they there would be a report this evening to go over health inspections and discuss the food service meetings that were set up with student councils.

- **Legal/Ronald DeNuzzo, Chair**

No report his evening.

- **Policies and Bylaws, Charles Scalesse, Chair**

No report this evening.

- **Personnel, Laura Kluth, Chair**

No report this evening.

Mr. Serio reported they had one item under Executive Session for a legal issue. Attorney Lisa Egan would be here this evening to give them an update on the Carbone vs. EHBOE case.

5. REPORTS/COMMUNICATION

- **Student Representative**

Albert DeCaprio informed the Board that tomorrow was Advisory Amnesty International which was giving a voice to other people in other countries who don't have one. They would be giving the advisory classes a letter that supports a certain cause and they would allow

students to read it and side with it or not. Then they would get signatures and hopefully get the letter out. Also the Students Against Destructive Decisions Club's Talent Show had been postponed.

Mr. Palladino asked him to let the Board know when the show was rescheduled so they could plan to attend.

Mr. Pompano asked Albert how the advisory was going and whether it was a big benefit to the building. Albert explained how he had benefitted from it in past years and how in the earlier years it was most important. They had also changed the schedule so they did not miss the same class each time there was a snow delay.

Mrs. DePalma asked if there was a committee that plans lessons for this. Mrs. Reale spoke about how the committee decided on appropriate courses.

- **Superintendent and Central Office Administration**

Mr. Serio had nothing to report this evening.

6. COMMUNICATION FROM PUBLIC

Mr. Palladino asked everyone to listen carefully. He explained at the last meeting they had gone to midnight and had broken their own rules by conversing back and forth. However, if people were here tonight to talk about the reconfiguration, to please understand they would have three minutes to say something and that no one would address them. They would be having a Special Meeting where they would let everyone converse back and forth. If they at that meeting until 2 o'clock, then that would be fine. Tonight was not that night. The meeting would be held at the Senior Center.

Lori Delrocca, 7 Manor Road, asked when they had this meeting to please send out a Connect Ed. She felt all of the residents had a right to know where their tax money is going and what they were asking for.

Marianne Ceasar, 8 Felicia Drive, asked what they would do about kindergartners who had always been picked up door-to-door. There was

discussion on some of the different possibilities. They would have to take a look at the geography of their schools and not the history and decide what students go to what school. Walking to schools was another option for some of their schools. Mrs. Ceasar asked what would happen to all their plans if the Town only gave them a quarter of what they were asking for. Would they go back to the drawing board in April to do this in September to get this all in place? Did this give them enough time? Mr. Palladino responded that they would figure it out.

There was further discussion on walkers.

John Loffredo, Mayor's Office, gave an update on the recycling program and how they had recently launched the white paper phase of the recycling project. Blue bins had been ordered and Mr. Travaglino was working with this staff to make sure it was done in a timely manner. Mr. Loffredo spoke about the relationship they had with Trash Master and Marcus paper and the monies they would receive depending on the amount of paper they collected from the schools. Twenty percent (20%) or right now \$5 for a ton of white paper would go back to the schools through the PTA/PTO's. Trash Master also collected the Town's waste and agreed to match the Town's contribution to the schools. Every ton of white paper they collected, the school would get \$10 per ton. The next step was to take it to the Town buildings. Whatever those buildings generated in recycling, \$10 per ton would also be contributed to the Board of Ed through the PTA/PTO's.

There would be a volunteer group calling on local businesses and asking them to give us their white paper. They were trying to build an engine to get the Town involved in generating white paper through a bunch of outlets and get the Board of Ed through the PTA/PTO's money to use it in incremental ways.

Mr. Loffredo spoke about opening up a redemption center behind the police station at the public works department. They would be the first municipality in New England or possibly the country to open up a redemption center. They hoped as a Town to generate a couple of hundred dollars through the redemption center through the course of 12 months and see 20% of that go to the PTA/PTO's.

Mr. Loffredo explained how the Mayor wanted to get involved with the elementary and middle schools. He would get in touch with the administrators and talk to the children about recycling and their thoughts about it. They were trying to help not only the community in general but to give back to the Board of Education.

Lena Travers, Laurel Street, asked that the Board give them more information for this Special Meeting. She asked if they could get something like a spreadsheet when they do come to the special meeting. This way they could understand where the monies will be saved.

Any other public comment? There was none.

7. SPECIAL RECOGNITIONS/PRESENTATIONS – None.

8. OLD BUSINESS

8.1 Any questions or comments on the Board Briefs (2-09-10)

Mrs. DePalma had a number of questions on things that had not been resolved on the Board Briefs. **They needed to do the Connect Ed for Special Meetings. The information needed to be placed on the website as well. Mr. Meoli stated they could send out a couple of Connect Ed messages regarding the Special Meeting.**

Mrs. Maisano asked where the General Ledger was that Mr. Lathrop stated he was working on and would have by the next meeting.

Mr. Lathrop explained he had received the Town's General Ledger on Monday when he returned from vacation. There were some discrepancies and he had set a meeting up with Tom to go over them for this year. Mrs. Maisano asked what timeframe this would cover. July 1st? Mr. Lathrop replied yes, the Town's books don't have the correct balances. Mrs. Maisano asked if he himself could be off instead of the Town. How do you know it is the Town? Mr. Lathrop stated that they perform bank reconciliations on a monthly

basis. The general ledger was performed by his staff and had not been done in a timely fashion. He has spent a lot of time training his staff.

Mrs. DePalma asked when he was going to provide a reconciled general ledger to the Board. Mr. Lathrop responded he did not bring it this evening, but brought the financial report to the Board of Education.

Mrs. Maisano wanted to discuss the audit report. They had received a copy from the Town. She wanted to know how an audit could be done, and monies spent, and balances reconciled and audited and nothing is done with it. It was just beyond her and she wanted to say this to Mr. Serio as well. This was a major problem and it was not the way it should be done. Mr. Lathrop agreed wholeheartedly and explained how he was working with his staff and Tom Thompson to try and rectify some of the issues they have had in the past two years and make sure they were not repeated. Mrs. Maisano said but they have been repeated in 2009 and all the remarks for 2008 and 2009 are the same remarks. It all comes down to the lack of reconciliation between the Town ledger and our ledger.

Mr. Lathrop explained he had a 15-page Power Point presentation and he and Tom Thompson agreed to move forward. He would be glad to discuss them at length with the Board of Education. It shows that efforts need to be made on both sides to make sure this process is reconciled and it is not a one-way street in relation to that. He looked forward to working with the Town. He has worked with Mr. Thompson on five separate occasions to close the audit to the best of their ability and he looked forward to meeting with him this Friday to go over what he believed were minor discrepancies between his books and our books.

Mrs. Maisano stated that the ending balance as of June 30th would be the beginning balance as of July 1st. There should be no discrepancy. Why can't the books match?

Mr. Lathrop stated he could go over in very brief brutal detail with them why the Town's and Board's books don't match. The primary reason between last year and this year was the methodology of for accruing for summer payrolls and the methodology of accruing for a

number of A/P. These were the biggest challenges for last year. He thought it was a relatively simple thing and when he meets with Tom, he was delivered a copy...the 2009-2010 report was given to Mr. Thompson. At that time, Mr. Lathrop asked him for a copy of what he had and he was unable to deliver it at that time. About two weeks later, we received a copy of where our account balances are and our discrepancies are. Mrs. Maisano asked if they were minor or large discrepancies. Mr. Lathrop thought there were still a couple of warrants that were 2008-09 and they posted it to 2009-10. Those were properly reflected in the audit. The Town's books had not been updated to be able to do that. This was speculation until he could discuss this with Mr. Thompson and he would respectfully defer to him as to what were the appropriate entries to be made upon his books. Mr. Lathrop had delivered every piece of information he could to try and reconcile between the two of them and he looked forward to meeting with him on Friday to address any outstanding issues.

Mr. Lathrop explained that in the 2008-09 year-end entry, he was told by the auditor as to what entry to make despite a month of trying to reconcile with the Town from an expenditure standpoint. There were many, many issues that were highlighted that he and Mr. Thompson went over that he had highlighted in brutal detail that he would be glad to provide to anybody who would like to try to understand the process that they followed. Mr. Lathrop spoke about the IMG software and how the Town uses the DOS version. They should be upgrading to the Windows version of the product. It goes over some of the accounting procedures that the Board of Education was lacking and that they have put into place this year to try and prevent the discrepancies between the reconciliations.

The auditors had two primary concerns which were the Town reconcile the bank statements on a periodic basis which he knew were done through December for every account but the payroll account. Payroll was reconciled through September. They were a lot better off than they were last year. Six items were repeated in the audit but two were eliminated. The "not timely posting" had to do with the entries that were made as part of reconciling between the Town and the Board. They should not be reconciling in the months of October and November. It should occur on a monthly basis. They would go forward with Mr. Thompson and meet on a monthly basis. A memo

went out to Mr. Thompson and the Mayor's office requesting monthly reports of what the Town has with the Board of Ed's expenditures and cash accounts. The Board has 12 cash accounts. They had requested three account transactions to show the cash and make sure it was being properly accounted for. Just got our first report from the Town with a report dated the 8th and they were meeting on Friday. Mrs. Maisano asked if there was a discrepancy in that report and Mr. Lathrop confirmed that.

Mr. Pompano suggested that the Board receive a presentation from the auditor to come in and present to them their findings. Mr. Palladino suggested that Mr. Thompson and Mr. Lathrop be part of that presentation as well.

Mrs. Maisano asked how long Mr. Lathrop thought it would take to get something that was actually reconcilable after meeting with Mr. Thompson on Friday. Mr. Lathrop thought about a week because there were only a handful of entries.

Last year there had been many, many more entries. That was part of the problem with over 180 journal entries that were affecting their expenditure control. They were making too many errors. There was discussion on the software and training on how to use it.

Mr. Lathrop spoke about the final outstanding item which was one of the notes of the grants fund which originally came out perfect. After the initial audit, they reviewed a couple of problems that bogged them down. Mrs. Maisano asked if the 180 journal entries he was referring to were in the general fund. Mr. Lathrop stated yes.

Mrs. Maisano asked if it was because they were being put in wrong or people don't know the system. Who does the entries? Mr. Lathrop explained he was not here last year and he thought there were "too many cooks in the kitchen at that time." There was some discussion on how many entries were done in the different years. Mrs. Maisano asked him if he was confident this was under control and the people under him were familiar with the program and know how to work it, correct. Mr. Lathrop responded correct. Mr. Lathrop spoke about the training his staff had received since he began in East Haven.

Mrs. Kluth asked when they voted on the lottery for the Academy, they voted yes that it was a lottery. She explained that the application

was online with a complete application required to be filled out to apply for the Academy. That's not a lottery. This was not agreed upon. With what they were asking, they were back to discrimination. Mrs. Kluth then said the first page was the application for admission information. There were many questions it asked. Tell us about yourself, three things that make you special, etc. The application needed to be retracted.

Mr. Hennessey asked how she could say this was not a lottery. Mrs. Kluth stated they were asking questions. It needed to be name, address, phone number and not based on anything. (Everyone was talking over one another.) Mr. Hennessey said they were placing the application and picking out a name. Mrs. Kluth said, let me finish. This is not a lottery. A lottery is not supposed to ask questions. They did not vote on that.

Mrs. DePalma asked Mr. Serio if this was approved by him. Mrs. Serio responded no. Mrs. Kluth said, "That is another point of insubordination with her." Mrs. DePalma stated they had asked her (the principal) to come back and tell us, is this lottery situation finalized and she said no.

Mr. Hennessey stated the Board approved for them to have an application. Mrs. Kluth said no, a lottery. Mr. Hennessey stated he had said they could put all the kids in 2nd grade names in and pull them out and it was said that it would be an application. We did not define what would be on that application. They were going to have a drawing night, a lottery night where you pull out the name and get into the Academy. Mr. Palladino stated it was only supposed to have your name, address, and telephone number. (More than one person talking a time.) Mrs. DePalma stated she had the minutes with her and you could not ask for that ahead.

Mr. Hennessey stated that you are starting to nit pick everything we do here. These people here are professional educators. We (the Board) set policy.

Mrs. Kluth stated she had brought this up nicely and Mr. Hennessey attacked her. Mr. Hennessey stated he was not attacking anyone, it was just common sense. Mrs. Kluth stated she had

common sense. There weren't supposed to be any questions asked, no test, no way, shape or form. Mr. Hennessey stated he did not remember that; he did not remember any definition of that.

Mrs. DePalma explained that the people in Central Office did not approve this. That is the real issue. There were statements made about how they were trying to support the Academy.

Mr. Palladino stated when they talked about a lottery, they talked about quite a bit and Mrs. Johnson said any child who wanted to come to the Academy, could go to the Academy and fill out a simple name, address, telephone number and submit it in the application period. This was not what they had agreed upon and not what they voted on. This was sent out without Central Office approving it or the Board approving it. It was supposed to be strictly name, address, and phone number. The application could discourage someone from applying. If you go in the minutes, that's what it is. As Board Chairman, he wanted this taken out and follow what they voted on which was name, address, telephone, period.

Mr. Hennessey stated that was not what they voted on. Let's see what the motion says. Mrs. Kluth stated there was no need for this; this was my discussion. Mrs. Kluth said this would not make a difference in the selection process. Why does it need to be submitted before the lottery? Mr. Hennessey stated he was not Marianne Johnson. We have people who run the details of this school system. We set policy here. Marianne Johnson knows about it.

Mrs. Kluth said, "Who is Marianne Johnson? She is employed and has a responsibility and has to go through Central Office. She is no different than any other staff member or principal." She felt it was discriminatory to ask questions before you select for the lottery.

Mrs. Maisano stated she specifically remembers asking Marianne Johnson what the application was. She said to me it was just name, address, and the school you go to. That was needed because of percentages; then they would be put into a box and they would be picked. Mr. Hennessey stated that it did not define what the application was going to look like. You're acting crazy.

Much of the “discussion” was undecipherable because of everyone yelling and talking over one another. Mr. Palladino asked Mr. Hennessey to refrain from calling names and try to act professionally. Mr. Hennessey responded it was not a name it was an adjective. Mr. Palladino stated let’s just discuss this. Mr. Hennessey stated he would like to discuss it – pull the motion out; let’s have a subcommittee under Policies & Bylaws. Mr. Palladino stated they had a discussion about it. Mr. Hennessey responded they were not approving the discussion but the motion. Mr. Palladino stated the motion was not intended to have this type of application. Mr. Hennessey stated in their Policy & Bylaws meeting they could write the application and procedures for the lottery and then they don’t have to talk about it.

Mr. Palladino asked Mr. Serio if he remembered the discussion about the lottery. Mr. Serio responded that he did not remember what the application was going to look like. We eliminated the testing criteria. Mr. Palladino asked if anyone from Central Office saw this. Mr. Serio said no.

Mrs. DePalma explained they had had a discussion with Mrs. Johnson where she said to me you had a problem with the application and we said what would you have a problem with putting every name in a hat because all she needed to know was who wanted to go there. She remembered Mrs. Johnson discussing the application and going on a little bit more. We said to her you won’t continue this without coming back and expressing it to us what you are looking for, correct? She looked right at me and said yes. The point is the Administration did not know about this and that’s the problem. No one was trying to micromanage. Mr. Hennessey stated this was not their place.

Mrs. Kluth stated he was so concerned because she picked this up and said she did not agree that this was a lottery. You got real upset about that and that I stated that and you thought I was micromanaging and I wasn’t micromanaging nothing. She stated also in that conversation she had spoken about sibling preference not being in there. Mr. Hennessey said that what he was saying was that application has no bearing on defining the lottery process. Mrs. Kluth believed that it did. **Mr. Palladino stated it needed to be retracted immediately because it could discourage someone from applying. Marianne said she would make a simple application.**

Mrs. Kluth thought that Mrs. Johnson should have brought it before Central Office and the Board first. Mr. Hennessey stated they voted on the motion that said lottery. We did not vote on the details of how that lottery would be conducted or what the application would look like. **He challenged someone to get the minutes and read them at the next meeting.**

Mr. Scalesse stated that the administration and Mr. Serio will look at and deal with it. They can check the minutes and see if it is truly ambiguous. Mr. Hennessey stated they needed the motion, not the chit chat. That's what we vote on here. Mr. Palladino said when we decide something, something like this should not happen. Mr. Hennessey was not disputing that.

Mr. Serio asked if he could take care of this tomorrow. It was decided that this would be the course to take.

Mrs. Kluth wanted to talk about one other item that was talked about at the last meeting. This was 9.6 and 9.7. She had issues with that and wanted it put on the next meeting agenda. The procedure was not followed and she had some questions regarding that. This item had to do with the secretarial grievances. **She would like it placed on the next agenda for discussion and possibly in Executive Session with possible action.** Mr. Palladino stated they would like to see the procedure run a little smoother on the grievances. You could win a grievance because of a time limit and he would like to see that tightened up. **They would like to hear all of the grievances that were not resolved at Step 1 or 2 to them on time. There were procedures in the contracts.**

Mrs. Maisano asked why one of them was extended. Mr. Serio explained it was a request from the Secretaries' Union rep. Mrs. Maisano asked if this was for more time. Mr. Serio stated that it was possibly to put resolve to it. Mrs. DePalma stated that it already had come to them by being put on the agenda. Wouldn't the Board decide whether there was an extension? Mr. Serio stated they had tried to resolve it prior to it coming to the meeting and they had done two out of three. The third one had some circumstances that they needed additional time to work on.

Mr. Lathrop explained that the original timelines for most grievances were one month or 28 days. Specifically, the one we continued was to be heard at the beginning of January by the Board of Education and he had requested the Union waive the timeline because of the budget and then bring it forward.

Mrs. DePalma stated you brought it to us. Mr. Lathrop explained this was before it was brought to the Board. Both sides can request waivers of timelines. Mrs. Maisano stated that during this time they brought Carbone to the Board. Mr. Lathrop explained he had met with the union rep and put it on the agenda and they were able to solve two of the three. The third one was not resolved.

Mrs. Kluth felt if it was brought to the Board, it should have been their discussion and decision. Mr. Lathrop explained that the Union requested a continuance of this for a cooling down period regarding some of the discussion. We granted that to them. Mr. Palladino asked if they were able to resolve it. Mr. Lathrop stated no, we hope it will be resolved before that.

Mrs. DePalma stated they follow contracts and it was already given to the Board and it was on their agenda. Therefore, there was nothing in writing; nothing at all. A week later, they were told, by the way they asked for this in writing. Then they grant the extension. She felt it should have been the Board's decision to grant that extension or not. It had already been brought to the Board on the agenda. She believed she was right. From this point forward, she wanted them to follow this procedure.

Mr. Hennessey asked how it had gotten off the agenda if it was on the agenda. It was voted on; it was tabled. If something was legally published, how was it taken off our agenda?

Mrs. DePalma stated they had gone into Executive Session after that. Mr. Hennessey stated that this Board was not following procedures anymore. Mrs. DePalma disagreed with that. It was what they were trying to make sure they were doing.

Mrs. Maisano stated that she did not believe they had tabled it. Mr. Hennessey stated they did not table it.

Mrs. DePalma wanted to quote from the meeting minutes which read 9.6 Possible Action on Secretarial Grievance. Mr. Serio requested the Board withdraw this grievance as it was settled and discuss the outcome in Executive Session. Never tabled; never voted on; just requested it be withdrawn. Mrs. Maisano stated they were in their right minds to bring it up.

Mr. Hennessey asked if people can withdraw agenda items or do you have to vote on them. There was discussion on withdrawing items. Mrs. Maisano thought the Board needed to know what was going on. Mr. Palladino stated a grievance could be settled right up until the time. A union could do that.

Mrs. DePalma said everyone was missing her point. It came to the Board on their agenda and she was suggesting that they please follow the contract. If it comes before us, then they can have it extended or not. If it is put on the agenda, it means that they have every right to discuss that matter. We can get clarification. When it gets to Level 3, they are the people to say whether it is extended or not. **Mr. DeNuzzo suggested they contact Legal tomorrow. Mr. Serio stated that legal was waiting outside.**

There was further discussion on how this should be resolved and when it was at Board level, how it should be handled by the Board. They needed to check with Legal on this and go from there.

Mrs. DePalma made a motion that they go into Executive Session now to discuss the legal issue of Carbone v. East Haven Board of Education because the attorney was here. Motion was seconded by Mrs. Kluth.

Those in attendance would be Mr. Meoli, Mr. Lathrop, Mr. Serio and Attorney Lisa Egan.

Out of Regular Session at 8:45 p.m.
Into Executive Session at 9:05 p.m.

Motion to go out of Executive Session was made by

Mrs. DePalma and seconded by Mrs. Maisano. Motion carries.

Out of Executive Session at 9:33 p.m.
Reconvened the meeting at 9:40 p.m.

9. NEW BUSINESS

9.4 Discussion and Possible Approval of the Little Jackets Tuition Rate Increase

Mr. Lathrop spoke about the rate increases for the Little Jackets Program. The amount would go up approximately \$30 a month on a 5-day plan. Over a 12-month period that would be \$360. Mrs. Finkle then answered questions from the Board. She felt the Little Jackets Program was really inexpensive and did not feel it would create a hardship on the families. There was some discussion on the cost at other daycares in the area and how much a 5% or 10% increase might affect families.

Mrs. Maisano asked if they approved the increase, who would get the money? Would it come to us for the operating budget or go back into the program? Mr. Lathrop stated it was a special revenue fund and it offsets expenses of the Board of Ed budget. It helps with relevant fund improvements at Overbrook or Hays. If there was a 5% increase, the net operating result would be about \$50,000 return and it would be \$75,000 with a 10% increment. They could use it in a variety of different ways. They could have a portion of it reinvested but he would defer to Mr. Serio on that. Mr. Palladino questioned, you do have flexibility on those funds? Mr. Lathrop responded yes.

Mr. DeNuzzo asked if salaries came out of this money and Mrs. Finkle responded yes and tuitions and everything comes out; nothing from the Board of Ed. We use the buildings and classrooms, but pay for everything ourselves.

There was discussion on the number of children in the programs including before and after school. The rate usually increases every year but for the last two there have been no increases. This increase if approved would start in September.

Mrs. Maisano asked if Mrs. Finkle felt her families would be able to pay the difference if they had a 5% or 2% increase. Mrs. Finkle stated there were a lot of families on Care for Kids who received assistance. Mr. Lathrop explained that a family making a gross income of under \$75,000 would be eligible for the Care for Kids Program. The increase of the tuition rate would realistically be borne by the State. They moved the cap up to \$75,000.

There was further discussion on comparing the costs of the different daycares and programs. Mrs. Finkle stated that her program was much cheaper and they had a waiting list. Mrs. Maisano did not see an end to the recession and she thought this would be an injustice to the parents. Mrs. Kluth wondered what would happen to these people if the State cut the program; they would have no care. She too thought it would be an injustice. Mr. Pompano thought the 5% increase was a comfortable increase. They would realize a little bit of savings in the overhead. Mr. Palladino thought that 5% was basically coffee money. Mrs. Maisano thought that it wasn't to those families who made \$75,000 with two incomes. Mrs. DePalma added it would affect a single parent too. Mrs. Finkle stated at this point it could wait; she had told them she would send it to the parents once she knew.

Mr. DeNuzzo asked how many employees she had and what did she pay them hourly. Mrs. Finkle stated they were all different because they had different positions. Mrs. Forti asked what the percentage increase had been in previous years. Mrs. Finkle responded it was 3% or 5%. The past two years there was no increase, but supplies were going up. Mr. Palladino asked if she thought it would be a problem or if she would lose any people if the cost went up \$31 a month. Mrs. Finkle did not think it would be a problem. There were a lot of parents unemployed. If there were two kids in the program, they gave them a 10% discount. Mr. DeNuzzo asked her how she compared to other districts. Mrs. Finkle stated they were comparable to Branford. Not all programs had a full-day program. There was further discussion on the many programs in the area.

Mr. DeNuzzo made a motion to increase the tuition rate by 5% and it was seconded by Mr. Scalesse.

Any discussion on the motion? There was none.

Mr. Palladino asked Janice to do a roll call vote.

Mr. DeNuzzo – yes
Mrs. DePalma – no
Mr. Hennessey – yes
Mrs. Kluth – abstained
Mrs. Maisano – no
Mr. Pompano – yes
Mr. Scalesse – yes
Mrs. Vineyard – yes

Vote was five (5) in favor, two (2) opposed with one (1) abstention.
Motion carries.

9.1 Ratification of Appointments – None.

9.2 Request for Approval of the Payment of Invoices:

- **Dated February 24, 2010 for Fiscal Year 2009-10 in the Amount of \$537,099.16**

Mr. Serio requested the Board approve the payment of invoices dated February 24, 2010 for Fiscal Year 2009-10 in the amount of \$537,099.16.

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

Any discussion on the motion?

Spurwink Services – This was for a residential program placement.

Mr. Pompano stated he would like to see the auditor here to do a presentation. This did not have to happen at the next meeting.

Administrative Unemployment – What had they paid to date on this account? \$97,079. There was \$27,000 encumbered for the rest of the year.

Bob's #1, Inc. – This was for plumbing.

CompuClaim - Medicaid claims.

Goody's Hardware – Mrs. Maisano would like to stop doing blanket PO's and this way they would know what school they were going to. Mr. Lathrop was working with Mr. Travaglino to close out all but a couple of his blankets. Who else had blanket PO's? Just Mr. Travaglino. There were probably 10 different blanket PO's. Mr. Palladino stated they just needed to control that.

There was discussion on accounting for things by facility and creating line items. Once they implement the PO procedure, it would be easier to track the expenses to each particular school.

All American Construction – This was for cleaning. What was the total contract on this? It was \$12,000. When did this contract come up again? There was an option for a one-year extension. The rate increase was bid out every year for the last three years. This year was very, very close. It ends June 30th.

Mrs. DePalma thought the reconfiguration could affect this. It could make the bidding process a little more complicated. Mr. Palladino stated we may be able to use our staff. Mr. Lathrop stated there was a lot of negotiating going on regarding the custodian union.

Mrs. DePalma spoke about the condition of the schools and how she would like to put the contractual stuff in Executive Session on the next agenda.

City Oil Co, Inc. – Was this a contract? It was town bid. How often? Once a year. That is deducted off the transportation invoices.

Century Business Archives – Why were they still paying to store documents? Don't they have anywhere in their buildings to put those? Can't they check the retention dates on those records?

Mrs. Acquarulo had to keep her records for 6 years. Mr. Lathrop explained there were 700 boxes stored there. There were a lot of high school records. Mrs. DePalma stated they had 11 buildings and we

can't store them. Mr. Serio stated there was penalty language in that contract. Mrs. Maisano asked how much we paid per year. **Mr. Lathrop would have to get a vendor history.** There was discussion on the cost of taking records in and out and how much it would cost to close out the contract. It would cost about \$5-6 a box to terminate the contract and then it would cost to have rack shelving put in. It would cost several thousand dollars.

Mrs. Kluth stated the records were not protected from fire or water damage. Mr. Lathrop stated the cost to do it ourselves would be \$10,000 to buy the rack shelving and reconfigure it.

Mr. Palladino asked when this contract ended. Mr. Lathrop explained that they had a signed contract to store boxes there forever. They charge us a lot to take them out. This was the same process that Iron Mountain runs as well. It was the way document companies run.

Mr. Hennessey informed them that they were in a climate-controlled building and they were categorized. They can pull certain records for them. Mrs. Kluth stated they were not protected if the sprinkler system went off. Mrs. DePalma stated they could do it themselves. Mr. Hennessey stated they would have a retrieval issue and not be able to find anything. Mr. DeNuzzo asked what it would cost. It would cost \$10,000 to be able to set it up. How much square footage was needed? About 700. Mr. Pompano thought they could recoup it back in a couple of years.

Mr. DeNuzzo asked Mrs. Acquarulo if she needed a record, how far back she had to go and when could she get it. Mrs. Acquarulo stated 6 years back and she could get it in a day. Mr. Meoli explained that the high school gets requests from 20 years back. High school records had to be held for 50 years for immunizations and records. Mr. Palladino stated that perhaps if they do the reconfiguration and they close a building such as Hays, they could store them there and save. He didn't want to sign anymore forever contracts.

IMG – This was the software contract for two months. It was \$900 a month.

Kelly Services – This was \$12,000. Where were they to date? Mr. Lathrop did not have that number.

Miller, Jill – This was for a private speech person to come in and work with the classroom for children with autism.

Shipman & Goodwin – This was an item that needed to be discussed in Executive Session. There were three different items. This bill will be held.

Town of East Haven – This was for turning on the light at the bottom of the hill for the buses to run.

Unemployment Tax Man – This was the company they retain to do the administrative unemployment claims. It goes to them to contest. They had won three out of the last four thanks to them.

Vertron – This was a blanket PO that would end April 1st also.

Weisslender, Diane – This was for travel reimbursement.

Any other questions? There were none.

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

9.3 Report from Whitson's Regarding Meetings with Student Councils and School Health Inspections

Mrs. Vineyard stated that John Prunier had to leave and Debbie Spaziani could not be here this evening. She would reschedule with Debbie to get some information on her meetings with the Student Councils. Mrs. Spaziani had met with Tuttle, DC Moore, Deer Run and Momauguin. The Academy, Middle School, Ferrara and the high school would be scheduled. Carbone did not have a student council. As far as the health inspections, the workers deserve a round of applause. There was no score lower than a 90. They were inspected twice a year. There were some big improvements since a year and a half ago.

Mr. DeNuzzo asked for a quick update on the POS.

Mr. Lathrop informed the Board that the Point of Sale (POS) System has been purchased as part of Whitson's investment and a purchase order is being cut. They were holding off on several buildings but the Middle School and High School will go live around April 1. The implementation package was received by John Prunier and there would be training sessions for secretaries who handle the free and reduced lunch applications and for cashiers who ring students up.

Mrs. Vineyard stated she had information from Judy on a grant for schools to improve their lunch infrastructure. They had not received the grant in 2009 and 50% or more of their students were eligible for free and reduced lunch so they would qualify and they should look into this.

9.5 Request Approval for 8th Grade EH Academy Field Trip to Fenway Park, Boston Museum of Science on May 14, 2010

Mr. Palladino stated they were looking for approval of the field trip to Fenway Park, Boston Museum of Science on May 14, 2010.

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

Any discussion on the motion?

Mrs. Kluth asked if this was paid for by the PTO or does the Board of Education pay for it. The students pay for it.

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

9.6 Possible Action on Carbone vs. EHBOE Litigation Case

Mr. Palladino stated that per their discussion in Executive Session, they were looking for a motion to table this.

Motion to table was made by Mr. Pompano 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.

Mrs. Maisano stated she would like to make a motion to add 9.7 to the agenda to discuss the budget and the corrections that need to be made. Motion was seconded by Mr. Pompano.

Any discussion on the motion? There was none.

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

9.7 Discussion Regarding 2010-11 Budget and Budget Corrections

Mr. Lathrop informed the Board he had received a copy of that memo via email while he was away last week. A copy of the Board's submission was submitted to them. This request came in after that. He respectfully requested the Board's indulgence regarding the statutory admission from the standpoint of what was needed to be included. Mr. Thompson was going through it for the first time as well. Mr. Lathrop stated he called the Town on Monday and told them that the information would come to him on Thursday and he said fine.

Mrs. Maisano asked if they would get a revised copy of the budget. Mr. Lathrop responded yes. Mrs. Maisano stated her concern was about the over-expenditure of \$118,000. They had received a sheet this evening saying they were only down by \$1,400 or so. Mr. Lathrop explained that was December, not January's -- January's was \$74,000. Mr. Lathrop stated he was pretty sure he had given the report to Mr. Thompson. Mr. Lathrop informed the Board they had some good news today regarding the report they had before them. We had been forecasting a reimbursement rate of around 74% for the special education excess cost. We had moved our reimbursement forecast up in January to \$608,000. The superintendents were emailed the initial numbers coming out of some of the State budget information at 85% rather than 74% which netted

\$728,000 out of that grant. Our deficit is about \$1,400 to the negative now.

There was discussion on how this number could change again. Mrs. Acquarulo stated that in April they get their final adjustment. Mr. Lathrop informed the Board he had called the State and asked them if they were at 85% and they stated yes, that was the number. Mr. Lathrop reported we had some relatively good forecasts for our utilities. Currently, we are about breakeven. The athletic checkbook is out of cash. There was about \$220 in that account. Mrs. Maisano asked about the spring transfer into that account being about \$14,500. Mr. Lathrop stated it was around \$12-13,000. He had talked to Mr. Marone and he was going to get that to me tomorrow.

Mr. Palladino stated before they adjourned the meeting, he wanted to remind all of his fellow Board members that at the next meeting their picture would be taken for the Yearbook. Mr. Pompano asked Janice to email them to remind them. A notice would be put in their next Board packets as well.

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 Athletic Checkbook-Regular Account-January
2010**

**10.1.4 FYI – EH Public Schools Position Statement on
Full-Day Kindergarten**

11. EXECUTIVE SESSION

11.1 Discussion concerning strategy and negotiations with respect to a pending claim or litigation; Carbone v. East Haven Board of Education

Attorney Lisa Egan updated the Board of Education on developments in the Carbone v. East Haven Board of Education Litigation Case.

12. ESTABLISHMENT OF NEXT REGULAR MEETING

THE NEXT REGULARLY SCHEDULED MEETING OF THE BOARD OF EDUCATION – MARCH 9, 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 Mrs. DePalma and seconded by Mrs. Vineyard.

There was no discussion on the motion, no objections, and no abstentions. Motion carries.

Meeting adjourned at 10:38 p.m.

RESPECTFULLY SUBMITTED,

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