

**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 26, 2010
7:00 P.M.**

PRESENT: Mr. Hennessey, Mrs. Kluth, Mrs. Maisano,
Mr. Palladino, Mr. Pompano, Mr. Scalesse
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

ARRIVED LATE: Mrs. DePalma

ABSENT: Mr. DeNuzzo

1. CALL TO ORDER

Chairman Palladino called the regular Board of Education meeting to order at 7:05 p.m. in the Boardroom at the High School. He apologized for starting the meeting with a five minute delay. He requested that we start the meeting with the Pledge of Allegiance.

2. MINUTES

Mr. Palladino asked for a motion for the approval of the minutes for the Regular Board meeting of January 12, 2010.

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

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 that he had no correspondence.

- **Superintendent, Mr. Anthony Serio**

Mr. Serio stated that he had received a phone call from Mr. D'Albero, of the School Building Committee. He said that there would be no report from the building committee this evening.

4. SUBCOMMITTEE REPORTS

Mr. Palladino asked if there were any subcommittee reports this evening.

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

No report this evening.

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

No report this evening.

- **Curriculum & Instruc./Negotiations, Tia DePalma, Chair**

No report this evening.

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

Mrs. Maisano stated that on Wednesday, January 20, there was a Finance Subcommittee meeting on the configuration of schools presented by Mr. Meoli.

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

Mrs. Vineyard stated that she would like to set up a Food Service subcommittee meeting for Tuesday, February 23 before the Regular Board of Education meeting to be held in the East Haven High School Board room at 6:00 p.m.

Mrs. Vineyard asked if anyone received the magazine American School. She stated that there was an article in the magazine on concussions. She wanted to know if the coaches were aware of this, and that they should be taking classes.

**Mr. Palladino asked Mr. Pompano to look into this.
Mr. Pompano stated that he would get together with Mr. Marone to discuss and translate to the coaches.**

- **Legal, Ronald DeNuzzo, Chair**

No report this evening.

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

No report this evening.

- **Personnel, Laura Kluth, Chair**

No report this evening.

5. REPORTS/COMMUNICATION

- **Student Representatives**

Albert DeCaprio was not present at tonight's meeting. Gabrielle Caruso wanted to thank the Board for the Christmas present. She stated that SADD finished the Drunk Driving project and the students were pleased with the outcome. They will be hosting a

Fashion/Talent show in the auditorium at the High School in February.

HOSA had a food drive that went well and the teachers were giving out extra credit for each can of food they brought in. This was a huge success. They also had collected donations for the Animal shelters.

GSA had a fundraiser by selling bracelets to raise money for True Colors. Friday is movie night, which is held for schools to come together. Mr. Palladino asked where the movie night was being held. Gabrielle stated that it would be held in the East Haven High School Auditorium. Branford and our GSA will be attending the movie and everyone else is welcome. Mrs. Maisano wanted to know what True Colors was. Gabrielle stated that it was a conference and they have different workshops and it is a lot of fun. It is a weekend but they only attend for one day.

Thursday will be a school fundraiser; bracelets will be sold for the victims of the earthquake in Haiti. Seniors can use this fundraiser for their Community Service project if the need to.

ROPES is still working on Midnight Madness.

Mr. Palladino stated that the Board approved of what the school and student body do. Gabrielle stated that the Superintendent was helpful when she asks about extras and the students' wants and needs.

Mr. Scalesse asked if Gabrielle knew of the public service announcement grant, which she did not know that it existed. Gabrielle stated that this would help with the videos in years to come for all types of videos. Mr. Scalesse will let her know when the grant is received.

The Board thanked the student representative.

- **Superintendent and Central Office Administration**

Mr. Serio stated that for the Communication report this evening that he would like to offer his time to Mr. Lathrop for the Financial Report which is an update on 2009-2010. Mr. Lathrop stated that the final Board meeting in December was suspended

in advance and this was the next opportunity to report to the Board the Fiscal performance of the Board of Education on a year to date basis. The Executive summary was able to be narrowed down from the \$110,000 deficit in November to a \$74,000 deficit today. The heating and electrical bills are the biggest bills as it is still the heating season. Right now they are trending positively, which may change depending on the weather. Some bills have not been received, specifically for Natural Gas.

Mr. Lathrop stated that the single biggest factor impacting the budget is an anticipated decrease in Special Education excess cost funding coming from the state. This forecast models a 73% reimbursement rate but through various sources is about a 20% decrease from what was budgeted. It is also a 20% decrease from last year's reimbursement. This is a concern but there is no one informing us of what is happening. It is about a \$200,000 decrease this year. There is an anticipated shortfall for this year. Mr. Palladino asked if the money will be overturned and some would come back to us. Mr. Lathrop stated that considering the Fiscal state that the state is in the number may be even lower than what he budgeted, lower than the 73% rate. Once the first check arrives in a month, we should know where we stand. The estimates are very conservative, and with the positive trends in the certified salary line, and properly expending the Title Two grant. There is an increase in repairs and maintenance in November, December and January.

Maintenance has not been kind to our facilities due to various repairs. Mrs. Maisano stated that we were way over budget on this and asked what it was contributed to. Steam pipes, water leaks, floor replacement, boiler cracking, have been the contributing factor. Mr. Palladino asked if we could be reimbursed from our insurance coverage. Mr. Lathrop stated that the deductible was too high. The testing and retesting of fire alarms and notification systems at the various schools is not even included in the figure. The expenditures are rapidly approaching the number in the budget for next year which is probably the right number. In trying to do whatever we can to reduce the budget for July, the repair and maintenance line has been cut too deep, in combination with bad luck. Everything saved is spent on needed repairs.

Mr. Serio stated that the Salary line was still showing minus. He asked if it was considering our amount in the Title Two money that had some salary's in there and if it was adjusted yet. Mr. Lathrop stated that they haven't been adjusted for the revisions yet as they are completing their grant schedule or revisions in the advance of delivery of the audit. There might be some additional potential changes right there that may be positive, but will speak with Mrs. Acquarulo and Mr. Meoli before the funds are expended. Mr. Serio stated that he wanted to throw a positive twist to this.

Mr. Lathrop stated that in addition to the Financial Report there was a draft of the addendum to the Transportation Contract coming up later this evening. He would like to build upon the positive side while working with Mr. Meoli and Mrs. Acquarulo going over grants.

Mrs. Maisano asked why the office supplies were over budget. Mr. Lathrop stated that they were over last month and believes it was the purchase of checks and W2 forms which were not included in the budget. Mrs. Maisano wanted to know the projected figure for the end of the year. Mr. Lathrop stated that no supplies have been released for purchase in the last two months. The purchase orders are out there but they will not be approved. The only thing that may be purchased is the instructional supplies with approval. Mrs. Maisano stated that we weren't going to buy anything. Mr. Lathrop stated he would work with the schools and that the deficit had to be erased by the end of the year. But we have to order paper if we are out. It was rumored that we were out of paper, and Mr. Lathrop stated that he hadn't received any phone calls or emails saying we were out. He stated that a number of teachers carry the copy paper with them and when they are finished coping they take it with them.

Mrs. Maisano wanted to know what consumable supplies were. Mr. Lathrop stated that they were workbooks purchased at the beginning of the year. They are supplemental materials to Language Arts Story Town.

Mrs. Maisano asked to go over excessive costs. Mr. Lathrop stated that they were associated with Special Education.

Mrs. Acquarulo stated they were Special Education reimbursement costs. The more you spend per student on Special Education the more the State of Connecticut reimburses you. She stated that the funding doesn't look good for this year. Last year our reimbursement was somewhere around 90% and this year it looks like only 73%. Mr. Palladino asked if there were any other reimbursements or Federal funds we could seek out. Mrs. Acquarulo stated that there were none. Mr. Lathrop stated that the budget was set at 92% in July based on what we received. Mrs. Acquarulo stated that we anticipate that we will only get 73%. Mr. Lathrop stated that our tuition went up and the reimbursement is going down. Two years ago it was 100% reimbursement, last year 92% and this year it is going down lower. Mr. Lathrop stated that it depends on what's happening in the State of Connecticut whether it gets better or worse.

6. COMMUNICATION FROM PUBLIC

Paul Cofrancesco, 32 Bennett Road, Good Evening Board of Education. Mr. Cofrancesco stated that he is a Councilman here in town and appointed on the oversight committee and asking permission to be able to speak tonight after 9.8 Operations of Budget it's not on the Agenda to speak, but would like to speak as Councilman. Mr. Palladino stated that if Mr. Cofrancesco would like to speak then he would have to do so now and would like to stay with the Agenda.

Mr. Cofrancesco stated that he was here for the Oversight Committee, Finance Board, Mayor's office and the Council. He stated that the Council ultimately has to carry the weight of the taxation for the town and everybody's budget. He would like to request that this Board of Education take an in-depth look at this budget. The town is in no better shape then the Board of Education and will do everything they can to close the gap that they have. Revenues have not been coming in for the town side, so there is not enough money to spread around. The budget is in draft session right now, and needs a nice hard look at it and to bring back a realistic number. The Town Council will consider any number that comes on a must need list this year. The taxation to the people can not be \$4 million dollars. The town is having the same problem with grants

from the State as the Board of Education is having. He stated that he implore the Board to take a very deep look at the budget this year.

Mr. Palladino thanked him and as the Chairman of the Board of Education asked him to tell the Town Council that the Board is working very diligently. They have several actions they are working on by trying to consolidate and by cutting costs drastically to get the budget down as far as possible. They are working with the Subcommittees through Central Office and Finance. The Board are taxpayers who live in this town and were elected by the same people that elected you to do your job. We appreciate the job that the Town Council does, understand that we are trying to do our job just as well. He thanked the Board.

Theresa Martino, stated that she has children in the school system and she was at the meeting last week about the reconfiguration and the Lotto for the Academy. She would like to know the time frame to put the alternative learning opportunity to benefit the rest of the children in town. It should not be limited to the Academy. There are other kids who can benefit from the alternative learning method. It is time to figure out what we are going to do for the rest of the kids. Mr. Palladino stated that they were working hard and diligent on several things right now. At this point we are working on Finances, Legal issues and can not give a definite date or time line at this time, but they are working on it. Once the budget is complete then it will be looked into. Mrs. Martino stated that all the children should have the same opportunity. The Board thanked her and she thanked the Board.

Sarah Vandausen stated that she was here from her company, Concert Entertainment, who owns a DJ company. She would like to submit a proposal for the school system and would like to start in East Haven. They would like to have social events each month at the schools where the students would pay a cover. The profit would be split with the school and they would receive 50% of the profits which could be used for repairs, books, etc. Mr. Palladino stated that this really did not come under public session and suggested she send her information to Mr. Serio so that it could be set up in the Agenda for her to give a presentation. She thanked the Board and the Board thanked her.

Marilyn Vitale, 47 Forest Street, Good Evening, she stated that it was a long night last night and that she had the misfortune of standing in the hallway for two hours and fifteen minutes with Administrators Mrs. Forti and Mrs. Acquarulo while the administration deliberated on Legal matters. She attended last night's meeting because the budget was listed on the Agenda. She stated that the budget has been on the Agenda several times and keeps getting put off. She wants to hear the deliberations about the budget, and to be able to make public comment. The budget is due in Town Hall by February 3, which is only one more week. She suggested that the Board be more considerate of people when in Executive Session, and perhaps the budget should have been done first so the people could go home. It didn't work out that way and thought she should mention it. She thanked the Board and the Board thanked her.

Kim Lendroth, 156 Laurel Street, stated that her opinion of last weeks school restructure plan was a great idea for the K-2, 3-5 but her concern is the sixth grade going to the seventh and eighth grade wing at the Middle School. Currently the majority of the eighth grade is on the top floor and the seventh grade on the bottom floor. She can not see how sixth grade can fit in there, even though enrollment numbers are down. She has a fifth grader, who is so innocent and can not see her roaming the halls with an eighth grader that has a beard, and should be in High School. She has major concerns with the extremely innocent sixth grade children going there. She loves the Middle School, it has a great staff, but she doesn't believe they should squeeze the innocent sixth graders in there as they need an easy transition. She felt bad about the Special Education funding cuts when we have more and more children with special needs. She thanked the Board and the Board thanked her.

Barbara Speers, 5 Karen Way, stated that she also has an issue with sixth graders at the Middle School. She stated that she has children in the school system, and when her oldest son went there it was very crowded. There were nine hundred children at that time, and understands that seven hundred children are going to be there now. Being at Carbone, she finds it could be very hard as she remembers teachers with their carts going from classroom to classroom because they didn't have a classroom to teach in so they had to share. Another issue is that there is room at the High School and maybe we can configure something to use the extra space at the High School.

She is the President of the Carbone PTA and she went to a Board member in December and asked if there was going to be any kind of changes and was promised by the Board member to get back to her and she did. She spoke with the Superintendent's office had been told that there were going to be no changes to the school system. Each year they have at Carbone a Winter Wonderland. They spend 4 to 5 thousand dollars on holiday shopping for the children, and then they come in and purchase gifts for their families. She was told to go ahead and start shopping and that the school would be there in September and now it looks like they may not be there. She thought that it was unfair that they purchased the gifts as they were told to go ahead one month ago, now what happens. Will the school reimburse them? The items can not be returned as they were purchased at an "as is" price. It bothers her as one month ago it was like go ahead and do it and now this month we may change the school system. Please do not make any rash decisions, give it some time. She thanked the Board and the Board thanked her.

Brandy Tyrone, 295 North High Street, stated that she wasn't a parent who wanted to give the Academy a bad shake. Her son went through Carbone and is now an eighth grader at the Middle School and has been accepted and is an honor student he will be going to Notre Dame. The teacher's are doing a good job with the kids. Her main concern is that she has a child in second grade at Carbone and wants to know when the parents will be given the outline of what will be changed so they will know in which direction their children will be heading. She purchased her home so her children could attend the school of her choice. She doesn't want her child to go to Momauguin School. What is the plan for East Haven? Is there a guarantee to go to Deer Run or Ferrara or will they have a long bus ride across town? Mr. Palladino stated that the outline was tentative, a work in progress. There will be 6 elementary schools, 2 on the south end of town, 2 in the center of town, and 2 in the north end of town. If you are on the lower end of North High Street, you may be in a school in the center, you wouldn't go to Momauguin. There will be a K-2 and a 3, 4, 5, in the center. The trips will be kept as short as possible. Mrs. DePalma stated that it was really hard to say. Mrs. Tyrone wanted to know if it was a done deal. Mr. Palladino stated that any thing is possible until every thing is put together and the research done and put into place. Mrs. DePalma stated that it has a lot to do with the budget process and could be a long way off. Mrs. Tyrone

would like time to decide whether she wanted her child to go to the new school or send them to a magnet school. Mrs. DePalma stated that we were under the gun to get the budget finalized and that is all a part of the whole process. Mrs. Tyrone wanted to know if it would be before the next school year. Mrs. Maisano stated that there was still a lot of discussion going on and that they respected her opinion and assured her that the Board would make a sound decision. She thanked the Board and the Board thanked her.

7. SPECIAL RECOGNITIONS/PRESENTATIONS

There were none this evening.

8. OLD BUSINESS

8.1 Any questions or comments on the Board Briefs (1-12-10 and 1-14-10)

Mrs. Maisano asked whether the lawyer was contacted regarding the voting for the Lottery at the Academy. Mr. Meoli stated that the lawyer was contacted and Mr. Serio has a draft of the opinion that he will share at the next opportunity. **Mr. Serio stated that he did not have a copy with him, but will get it to the Board.** Discussion was made whether a copy should be made at this time to be added to the Agenda tonight. Mrs. Maisano wanted to know if there was any consideration from Mrs. Johnson to Central Office with regards to configuration of children and percentages. Also St. Vincent's came up in the conversation as well. Mr. Serio stated that he hadn't seen anything yet. Mrs. Johnson stated she has had very preliminary discussions and a lot of it would depend on the configuration and what direction that the town goes in. Mrs. DePalma asked if once it was done she could pass it along. Mrs. Maisano stated that she knew she was waiting on the possible reconfiguration, but wanted to know if she had given any thought to the St. Vincent de Paul children. Mrs. Johnson stated that she had a couple of ideas and would present it to the Board when the time comes. Mrs. Vineyard stated that she just had a comment. **Mr. Serio stated that he would get the letter out to the Board tomorrow and set an Agenda when it would be put on as a topic.** It may cause more confusion right now.

Mrs. Vineyard stated that she had a comment on the Spanish registration for Kindergarten she requested. An email was received from Mrs. Schmidt saying that they have been working hard on it and are putting it in Spanish. Getting it on ETV in Spanish and contacted the two Spanish grocery stores on Main Street to have it posted in there. They are working with the Spanish newspaper to get it in there. She believes that they are very great steps. She would also like to see if we could push Adult Ed for the parents also and maybe get them some English.

Mrs. Maisano stated that they discussed the fact of the detail of the General Ledger with Pattie Lewis and wanted to know when they would be receiving something. **Mr. Lathrop stated that he could print out the pages for the Board members, but his intent was to email it to them and print them out and wanted to have that for them tonight.** He noticed that it was requested in early January and hopes they understand that the meetings are piling up on him. He appreciates their indulgence while they are trying to work things out.

Mrs. Maisano stated they talked about the Little Jackets and the tuition costs as far as how many teachers, etc.; etc. **Mr. Lathrop stated that he would bring the tuition costs to the Board hopefully at the first Board meeting in February.** The tuition costs are typically approved by the Board usually during the month of January. He has decided to put it off until February so they can concentrate on budgetary issues. Once the fees are approved they will begin the 2010-2011 enrollment for Little Jackets. That information will be presented at that time. The information is collected and it is an opportune time when discussing the approval of tuition for next year. A couple of choices will be presented; percentage increases given the economy and is looking forward to the feedback in which direction to head in.

Mrs. Maisano requested the detail for Pathways and Mr. Lathrop stated that he had that for her. The calculation was already done and he has it for tonight even though it was not on the Agenda.

9. NEW BUSINESS

9.1 Ratification of Appointments

- **Special Education Paraprofessional @ Overbrook**

Mr. Serio requested to the Board a motion to ratify the appointment for a Special Education paraprofessional at Overbrook. Mr. Serio asked Mrs. Acquarulo to explain this appointment. Mrs. Acquarulo stated that they need to increase staff as they have 15 students in the pre-school Special Ed program and at this point in the year needs to add a paraprofessional into that program. It is a grant funded position and is asking that Kayla Iannuccilli be appointed for the position at Overbrook School.

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

Any discussion on the motion?

Mrs. DePalma asked how many students and Mrs. Acquarulo stated there were 15 students in one session at pre-school for Special Education. Mrs. DePalma asked what the ratio was and Mrs. Acquarulo stated 1 teacher and 1 para and is looking to increase to another para.

Mrs. Maisano wanted to know about the certification in CT, and if it's needed. Mrs. Acquarulo stated that she has a Bachelor's degree but is not certified. She asked if it was a part time position. Mrs. Acquarulo stated that it was a four day position.

There were no abstention or objections made to the motion. Motion carries.

9.2 Request for Approval of the Payment of Invoices:

- **Dated January 27, 2010 for Fiscal year 2009-10 in the Amount of \$618,416.91**

Mr. Serio requested to the Board approval for the payment of invoices dated January 27, 2010 for Fiscal Year 2009-10 in the amount of \$618,416.91.

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

Any discussion on the motion?

The Board members had several questions on the payment of invoices.

UNEMPLOYMENT STATE OF CT – This is a combination of 2 bills, one was the last 6 months of unemployment relating to employees that were laid off as of 6/30/2009. The rate will drop from \$22,000 to under \$4,000. There are ongoing liabilities of people who were laid off or terminated during the year. The \$20,000 a month has stopped. Relating to the budget we should be alright.

ASSOCIATED SECURITY – This is a company that monitors the alarm systems and for new systems, a keypad that goes on a control monitor and Reliable Detection is for general maintenance and upgrades, new cameras and digital equipment.

BENHAVEN INC – They are used for Special Education; to consult with on the students with Autism. They come in and provide their professional services to the staff.

CITY OIL COMPANY - The oil is one set price. It is a town bid that is provided for us. Diesel is \$2.05. The buses use the Diesel which we pay for so we do not have to pay the lost tax and it is then taken off of their bill. It comes through our books and we don't pay for it. It is taken off the largest transportation bill. It is a major consequence to the bus company and not to us. We need to work closely with them when we decide to go out to bid for fuel.

COORDINATED TRANSPORTATION – It is not opportune to put a bid out for this type of transportation at

this time as the student population is not defined so it is tough to bid out. Mrs. Acquarulo shops around with various vendors on a daily basis to get the best rates. There are fluctuations in her enrollment, but it will go out to bid. The bid may not provide savings in relation to the hard work she is able to do on a very timely basis. Some of the transportation may go to our current company Durham Bus or to our school districts largest vendor, ACES. ACES provides per pupil cost for student transportation. Example is one student may be \$6,000. If Durham had to add a bus it would be \$28,000 for the same exact service. A vast majority of transportation costs unless we have a large number of students going to a certain location there may be limited returns on a bid like that. Given that vast amounts of transportation is provided through Durham or ACES. This is \$200,000 to \$300,000 worth of business of buses that would gladly accommodate the harmony with the town charter to bid out anything over \$4,000. We do not want to expend more dollars than we have to. Coordinated Transportation is a transportation broker. They go out and contact vendors to find the best rate, the best solution given the needs of the student and distance traveled, etc. Complicated line item to budget for and difficult to make sure each student is going from point A to point B. We will be working more closely with Durham which is contractual in nature. Contract calls out at a certain rate and we need to take a look at them first in certain situations. It is important to us as it would be contractual and we wouldn't have to worry about bidding or not bidding. This would be a huge carrot to them. The transportation is shared with Branford on a regular basis. If this goes out to bid it would be after ACES approves their budget in March and set their transportation rates. There is a transportation option waiting for approval through the town. May would be when we would go out to bid but does not mean that we would utilize the bid just that we went out to bid at that time. Durham and ACES take up the majority of the Special Education transportation costs. If we have a short term bid obligation than we could use it if need be.

DYNAVOX AND MAYER – This is a piece of equipment for Special Education.

FIRETECH ENGINEERED – This is the fire alarm systems ongoing repairs and maintenance to the High School system panel. Enunciators were not loud enough in the building. It is a 12 year old system that was replaced, only the central system. There were 9 enunciators replaced down the gym corridor and the ones near the Finance Office are not in good shape.

NEW HAVEN BODY INC – One of the plow blades had to be replaced.

WHITIE BENSEN ATHLETIC EQUIPMENT – This was for Hockey replacement uniforms, home & away socks, new helmets (20) for the safety of the hockey player, and practice jerseys.

WHITSONS – The terms are currently 30 days and we are current with those terms. These invoices were related to the General fund. There are also invoices that go through the Grant fund, Food Service and Little Jackets.

There were no abstention or objections made to the motion. Motion carries. The bills were paid.

9.3 Discussion and Approval to Test for Open Civil Service Maintenance Positions

Mr. Serio requested to enter into discussion for the approval to request testing for 2 Open Civil Service Positions in the Maintenance department. One that has been vacated and has been vacant for a year, the Heating & Air Conditioning person. A retirement notification was received that will be taking place at the end of the year. The test is somewhat individualized, very restricted to following the Civil Service rules of having these tests done. This would provide a list for us moving forward to fill those positions. He would like permission to request it now even though we are in mist of budget season because the testing does take a while. This is not by any means your approval of filling those positions; it just providing us with a list to move forward. With some of the new initiatives that we have on the plate with the possible grade configuration of our schools and

moving our classrooms there is going to be a need for manpower for when that venture takes place and it's not something that I would not want to be able to fill in a timely manner, if we need those positions mostly in the summer time.

Mrs. DePalma asked if the test is offered for different positions. Mr. Serio stated that a letter is sent to Civil Service requesting to provide a test. They post it, advertise it, administer the test, grade the test, and then provide us with a list of candidates.

Mr. Palladino wanted to know if there was any charge to us. There is no charge. Mr. Palladino stated that Mrs. Liquori, the Civil Service Examiner sent him a copy of the Civil Service rules. He stated that it is for us to have the test and doesn't say we have to hire anybody but will give us a list of eligible employees if we want to fill the positions.

Mrs. Kluth asked if it is the same as the secretaries. It is the same.

Mrs. Maisano stated that we weren't filling these positions now. Mr. Serio stated that he was just requesting for the testing to be done.

Mr. Pompano said there is 1 heating and air position that has been vacant and Mr. Serio stated the other is a general worker position.

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

Any discussion on the motion?

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

9.4 Discussion and Possible Action on Legal Representation

Mr. Serio requested to Discuss and Possible Action on Legal Representation which has been discussed in the workshop and

subcommittee meetings. Mr. Serio requested the Board add Dolan & Luzzi LLC as a new law firm.

Motion was made by Mr. Pompano to add the Law firm Dolan & Luzzi LLC for legal work and seconded by Mrs. Kluth.

Any discussion on the motion?

Mr. Scalesse stated that he knew Michael Luzzi well, that he excels in everything he does and would not expect anything less from him to work well with the Board. He works in General Law. He also stated that this should include the other attorneys, Shipman & Goodwin. Mr. Scalesse made a motion to amend the original motion to add Shipman & Goodwin and Durant, Nichols, Houston, PC as attorneys for the Board of Education. He also stated that the motion should include that Mr. Serio and Central Office are able to select an attorney that they feel is necessary. Mrs. Vineyard seconded the motion.

Mrs. DePalma stated she wasn't sure if a motion was needed. There was a discussion on whether a motion should be made.

Mrs. Kluth stated that it was two separate issues and that they should just vote on adding the new law firm.

Mr. Scalesse then withdrew the amended motion.

The Board then took a vote to add the new law firm Dolan & Luzzi.

Mr. DeNuzzo – Absent
Mrs. DePalma - yes
Mr. Hennessey - no
Mrs. Kluth - yes
Mrs. Maisano - yes
Mr. Pompano - yes
Mr. Scalesse - no at this point, look at the 2nd motion.
Mrs. Vineyard - yes
Mr. Palladino - yes

There were no abstentions or objections made to the motion. Vote was six (6) in favor and two (2) opposed. Motion carries.

Mr. Scalesse requested to make a motion to add the other firm to Dolan & Luzzi mainly Shipman & Goodwin, Durant, Nichols, Houston attorneys to represent the Board and that Mr. Serio and Central Office have the Discretion to use the attorney they feel is suited for the issue and was seconded by Mrs. Vineyard.

Any discussion on the motion?

Mrs. DePalma was unclear and needed more time. Mr. Pompano stated that they had talked at length on the subject. It was talked about in the workshop. Mr. Scalesse just wanted to make it public record. Mrs. DePalma stated that they didn't need a motion.

Mr. Serio stated that this substantiates last night's conversation to retain their services. The discussion was made for the discretion of the Superintendent and Central Office to delegate cases as they saw fit which was the consensus last night.

Mrs. DePalma believes there needs to be more discussion. She made a motion to table.

9.4.1 Add a Motion to Retain Services of Shipman & Goodwin, Durant, Nichols, Houston, PC; and the Discretion of the Superintendent as to who he chooses to be Representation.

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

Any discussion on the motion? There was none.

The Board took a vote to table the motion.

Mr. DeNuzzo – Absent
Mrs. DePalma - yes
Mr. Hennessey - no
Mrs. Kluth - yes
Mrs. Maisano - yes
Mr. Pompano - yes
Mr. Scalesse - no
Mrs. Vineyard - no
Mr. Palladino - yes

There were no abstentions or objections made to the motion.
Vote was five (5) in favor and three (3) opposed. Motion carries to table the motion.

9.5 Action on Decision of Carbone Litigation

Mr. Serio deferred to the Board their decision based on the conflict he had with the case.

Mrs. Vineyard would like to make this motion that be it resolved effective immediately in front of council. The Board of Education authorizes council to continue with proceedings in connection with the Board and the re-argument in the matter with Robert Carbone et al. v. the Board of Education et al. We presently have a hearing on February 9, 2010.

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

Any discussion on the motion?

Mr. Pompano stated that we had the right to argue until February 9th. That we could meet in Executive Session on the 9th to see where we go from there.

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

9.6 Discussion and Possible Approval of Transportation Contract

Mr. Serio asked the Board for Discussion and Possible approval of the current extension of the Transportation Contract.

Mr. Lathrop asked the Board of Education to make a motion to approve Addendum # 2 to the current contract for Transportation with the understanding that we are following the correct procedures as we worked with the Town Attorney. Feedback was discussed with vendor. The options for the vender are 2.1% next year, which is an \$8,000 savings on the public transportation line. The other is 4 1-year options of 2.5% which was a fair deal.

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

Any discussion on the motion?

Mr. Pompano made a comment that they discussed it thoroughly.

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

9.7 Update from School Building Committee

Mr. Serio received a phone call stating that the School Building Committee had no report for this evening.

There was discussion on the Building Committee not receiving notification, even though they are automatically put on the Agenda every 2nd meeting. **Mr. Serio stated that he would send formal notification to the Building Committee.**

9.8 Discussion of Proposed Operating Budget 2010-11

Mr. Serio stated that it has been mentioned several times the discussion of the original Proposal of the Operating Budget 2010-2011. We need to take the time to discuss as much as we

can this evening. We need to discuss the ideas the Board may have.

Mr. Lathrop continued with the presentation where we left off right after the benefits. He wants to look at the other high items. Mrs. Maisano wanted to touch on the benefit portion of the budget as now is the time and the place to do it.

Non-discretionary – discretionary budget - Medical Self Insurance is a budget driver for the total cost of the budget. It is an increase of approximately \$629,000, but within and part of the assumption of the Medical Benefit Increase is 10% based on the current renewal from Anthem that was incurred in November. There is also an assumption that the Board of Education will be contributing back into the Town's Medical Self Insurance fund an additional \$300,000 to be able to offset over expenditures from prior years. Put additional monies back into that fund over and above our obligations to help for next year. Last years claims exceeded our allocated funds. Medical Self Insurance fund is about premium balances of \$300,000.

Worker's Comp – \$41,000 with the increase, which however could be higher in Workers' Compensation depending on how the discussion could potentially turn to premium based rather than self insuring. One of the largest CT insurers requested that a motion be made to enter into discussions as the Town would have to be notified. There may be an Agreement in place. Once the budget is approved he will proceed in that direction. The preliminary work is complete to determine the Payroll categories and the NCII categories. Worker's Compensation rates based upon the standard table for people entering into Worker's Compensation. There is a potential for savings. We would be in the lowest risk based on the nature of the work the employees do. The categories are custodial, food service, nursing and office. The vast majority of our salary is office. Poor performances as large cases are settled can potentially save money. The budget is 451,000 and 41,000 of this is the increase for the current year. The savings should be around 275,000 if we went out to bid which depends on the Board of Education and how aggressive to go. This is a potential area for savings. To follow the proper regulations, procedures and to

make a presentation to the Town Council and the Mayor's Office.

There was a discussion on whether the Self Insurance rate is most cost effective and the risk that is associated with premium based from one year to several years and the experience mod. It was also discussed that if you go to premium based that you could switch out of it.

Seven to three people are out on Worker's Compensation and two will be back before the end of the year.

300 Series - Budget drivers – increase of approximately \$40,000 in Professional Technical Services. In the line items there was a modest increase in Professional Services, and PPS. Legal Services budget has decreased \$170,000 to \$150,000. It would be good to complete our Non-Certified negotiations which are outstanding right now. Food Service, Custodial, Nurses, and other contracts; also need to be completed this year.

Student interns are slightly higher than budgeted for. They are provided from UNH. They are full time in lieu of Tuition reimbursement. A part of their internship is that they have to sub for 90 days which saves money in the sub account. What is saved goes toward tuition costs.

There was a discussion on how valuable they are as they cover for teachers, every grade level. Sit in on data teams meetings, professional development and curriculum writing. Pay for them selves. When they sub they save us the fee for Kelly Services. They are difficult to get in every building, which we have. They are in the Bachelors program for certification. The actual figure for the interns is \$112,000 which equals 8 interns. The Intern's tuition is \$90,000 and a sub is paid \$250,000. The budget of \$68,000 was in error for interns from lack of knowledge of how interns help the sub line. They are hard to get, we have 1 in each school, and 3 at the Middle School and 3 at the High School. UNH offers a quantity discount, the more interns you have the fee goes down. We increase our interns every year. Other schools have 5-7 interns in one building. They can only stay at one school; they can not float from school to school.

Some are elementary majors and some secondary. Some return as student teachers, some are hired as new teachers. They play an integral part for the principals. They are put in diverse situations to get to know how the school teaches. This is a competitive process; they go through an interview with principals, they are either hired or not hiree based on the principals. The fall bill was \$44,000.

They cost more than the Budget.

Electrical and Heat Expenses – the forecast for consumption was slightly higher and recently lowered the contractual rate to 17 kilowatt per hour and 23 kilowatt per hour. Five weeks ago we secured the generation rate slightly under 10 cents with the market which has some risks with it. The rate for Natural Gas is through next year. The actual is a well under budgeted number. Forecast for next year is based on this year to next year.

Purchased Services - There was a reduction – copier expense was reduced to lease costs only and should not go to the actual expense. Moved printing to binding line. We are trying to eliminate the cross charging with the Town. Trying to clean up and get rid of items we did not need to pay back and forth for.

Transportation Purchase Service - does not reflect an increase in the change of vendor to Murphy Security. They are providing the services from February 22 until end of year. These services will go back out to bid at the end of the year. We may take a hit in this line; it may be higher than the forecast. Regular Transportation of 2.5 saved \$8,000 off the increase.

Public Tuition – Tuition increased 5% - whoever attends the ACES Steering Committee meeting would be able to put some input at ACES for the Tuition fees. ACES have some challenges ahead of them as they are closing a magnet school (CAMS in North Branford). They may have to spread their overhead. ACES Superintendent stated that they are in a serious financial situation, which will affect us. The 5% increase is a place holder number right now and as our enrollment changes and when we get a number back from Town we can prorate it.

Healthcrest Educational Center increased their tuition 0% this year which is the only nonpublic vendor who could do that.

Excess costs are down. There will be more information in February.

The 560 number is coming out of the state which will be a Giant Loss. The other state grant loss is Adult Education which is about 35%, or a \$120,000 loss.

Repair & Maintenance – This has not been properly funded. There are so many repairs, for example: the Crash bar door replacement between Carbone & JMMS. The schools need painting, tile repair, sidewalks fixed, a hole in High School floor from water being in the gym. There is no Capital Improvement funding. Not enough money budgeted for all these repairs. With the sidewalks needing repair may cost us more if someone gets hurt. We need to secure a capital improvement fund which could take a big edge off of this account. **It was requested of Mr. Travaglino to give an assessment of each school which would be beneficial.** For example the Middle School water fountains. It was suggested that Public Works could fix some of the items, but the material still needed to be purchased. It is more important for a boiler to be fixed than a water fountain. A roof has been needed for a long time at DC Moore. Right now only HVAC problems and safety issues are being fixed. There was a lengthy discussion on all the repairs needed. Also discussed is the need to hire a HVAC person so we do not have to go outside for this service, but since no repairs are being made we can not afford to hire anyone else. But not having a HVAC employee drives up the outsourcing figure. We are spending the money the best we can within the budget. It was brought up to ask the unions for something. Need to be proactive. We need to be fiscally responsible and make sure the money we are allotted that we are spending it to the best of our ability, not only for these buildings but for our kids. This is what all of us are trying to do by prioritizing life safety. The town does not have a HVAC employee that we could benefit from.

Discretionary - Non-discretionary - There are discretionary and non-discretionary increases that we can take a look at when it goes from the presentation phase to the deliberation phase, it helps the Board of Education make an informed decision, take a hard look at the items in question.

It is believed that we are paying too much for Worker's Compensation; we fall under the lower scale of low risk employees. Injuries should be less and we should be able to save money.

National Health cost would probably want to stay in Self Insurance.

The total cost for sub varsity sports spending with declining enrollment. The total budget for 2009–2010 is \$410,000, is being looked at pertaining to the teachers contract. We need to iron out which position will be filled and that brought the number to \$382,000 this year. Each individual sport is being looked at on a season by season basis. They have been approved one by one, sometimes based on enrollment, signups, and an increase in teacher's contracts. It cost \$3,000 to \$4,000 per sport. There was some discussion on merging some of the freshman and J.V. teams, or Middle School and freshman, depending on enrollment for a sport. There can be two levels instead of three but it doesn't have to be that way across the board. It has been projected that there is a small freshman class coming in. Intramurals were suspended in the Middle School and at the Elementary level. There were discussions including hockey, volleyball, the good turnout at the Middle School level for sports, the PTA funding Intramurals, Pay to Play, and after school programs 50% academic 50% interest based. To fund some of these things the grant went away and we couldn't apply for it anymore, now the funding is tight.

The budget with the reorganization there is a lot of room for potential savings, moving kids back into the Elementary schools, there will be a need for a full time Administrator at Hays. Programs are being run out of different buildings.

Moving out of 200 Tyler Street will save us \$404,000. We will save on heating and electricity from this location closing. There was a discussion of what was remaining in the building. This is the first piece for savings and the staffing will be explored next and will be brought up when that piece is done. The heating & electricity will be a savings to the Board of Education but will put an additional burden on the town.

During Professional Day on Friday the Central Office Staff will be discussing the possibilities to the staff. They would like to get feed back on their questions and concerns. The Board members are interested in visiting the schools so when they discuss the possible reconfiguration they will understand by knowing what the schools look like.

The positions on the budgetary lines whether it be water, electricity, phone, natural gas all add up to \$331,000. The position that would be eliminated would be by grade, class and seniority. The layoffs may not be necessary if there are retirements. Nursing, custodians and repair and maintenance for a year will be \$53,000. Retirements may come off the backside of the negotiations. Unemployment is going to drop by \$50,000. These are the concerns if adding 250 kids to the Middle School, the solar project, the electrical circuits are old, will the computer lab have enough electrical outlets, furniture, additional food service needed, a new walk in freezer is needed to keep the food in, combine the students to have their lunches in the Middle School cafeteria, these items would be eating up the savings. The logistics of moving will be available soon. When the kids are moved into Carbone the electricity and water would go up which will make our savings less when closing the Academy. The Board discussed some of the options for Carbone and how the Middle School building will be stressed, and where the sixth graders should be placed. The building should be fixed. The configurations of the schools should be seen by the Board members.

It was discussed how the 25 rooms in the high school are not 25 empty rooms. The rooms may be used for 2 periods. There was a discussion on whether the Little Jackets could be moved to the High School as they would have their own entrance and

exit and whether the age groups should be mixed. They discussed how much empty classrooms were in each school. They discussed whether the 6th graders should go to the Middle School and whether the 8th graders should move to the High School. It was discussed that the savings will be in years to come. The changes should be instructionally sound.

Within the next couple of years the next step will be to leave the rental property. There was discussion on the future of the buildings. Vacating the building to repair or knock down and rebuild.

Mr. Meoli stated that he would set up a day and time for a tour of the buildings.

The Board would like to hear what the teachers' inputs are. It was discussed that the Principal's should be in on the discussions. There was continued discussion on what grades should be in what school and whether to close the building at 200 Tyler Street. It was discussed if it was too much too soon and where the money would be coming from. A discussion took place as to whether the Town could help us move and discussed how much it would cost.

A discussion took place about whether the Town would approve the budget or give us zero. If they gave us a zero budget this year we would not be able to run all the schools next year.

The Board would like to see a cost analysis before they make any decisions and there is a need to set up more workshops before they could make an informed decision. Mr. Serio stated that we had to move forward with advice from Mr. Lathrop. Mr. Cofrancesco, liaison, subcommittee, Councilman, stated that the Town Council understands that there are certain items that have to be paid, teacher's salaries, medical obligations, and believes that we are working in the proper direction. Mr. Serio stated that it is a good idea to attend workshops with the Town Council. Mr. Palladino will meet with the Chairman of the Town Council.

A discussion took place about asking the unions for givebacks, whether their contracts are extended, or salary freezes. Last year the offer for furlough days were never extended to the teacher's. It never went past the union president to the teacher's. The Administration took a dead zero increase for next year and no step, and this should be relayed to the Teachers'.

Mr. Meoli stated that he would email the possible dates for the tour. The budget needs to be in by February 3.

Mrs. Maisano stated that she would like to set up a Finance Subcommittee meeting for Thursday, January 28th at 6:30 p.m. in the High School Board room.

Mrs. Kluth requested a motion to add to the Agenda more information on the Agenda as she didn't know what the Carbone issue was until it came up. **Mr. Serio stated that he would take care of this.**

10. INFORMATION ITEMS:

10.1 Correspondence

10.1.1 Resignations/Retirements – None.

10.1.2 School Newsletters

**10.1.3 Athletic Dept. Checkbook –Regular Account –
December 2009**

**10.1.4 FYI – Memo from Ralph Mauro Re: Cellular Antenna
on EHHS Roof**

11. EXECUTIVE SESSION – None.

12. ESTABLISHMENT OF NEXT REGULAR MEETING

**THE NEXT REGULARLY SCHEDULED MEETING OF THE
BOARD OF EDUCATION – FEBRUARY 9, 2010 – EAST
HAVEN HIGH SCHOOL 35 WHEELBARROW LANE, EAST
HAVEN, CT 06513 at 7:00 p.m.**

13. ADJOURNMENT OF REGULAR MEETING

Mr. Pompano made a motion to adjourn the regular meeting and Mrs. DePalma seconded the motion.

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

Meeting adjourned at 10:28 p.m.

RESPECTFULLY SUBMITTED,

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