

Suffield, Connecticut

Approved by Board of Education: December 4, 2012

## Board of Education Meeting

**November 20, 2012**

### Call to Order

Board Chair Susan Porcello, called the meeting to order at 6:00 p.m. in the Suffield High School Media Center. Present: Board members: Susan Porcello, Mary Lou Sanborn, Lori D'Ostuni, Robert Eccles, Jeanne Gee, Mary Roy, Michelle Zawawi, George Beiter, and Scott Schneider.

Eccles moved, Gee seconded to move into executive session at 6:02 p.m.

There was a discussion of the agreement between the Suffield Board of Education and the Suffield Education Association dated July 1, 2013 – June 30, 2016.

Gee moved, Eccles seconded to move out of executive session at 6:35 p.m.

Board Chair Susan reconvened the regular meeting at 6:40 p.m.

The regular meeting opened with the Pledge of Allegiance.

### Public Comment

None

### Suffield High School Student Rep

Student Rep, Alyssa Puia, reported on current events at Suffield High School:

- Veterans Day Assembly was held at the high school.
- A meeting was held on the 26<sup>th</sup> with students and families in regard to the trip to Spain planned in the spring.
- Friday, November 23, the Boys Soccer team will play against Bacon Academy for the state championship at 1:30.
- The Suffield High School Drama Club will present "The Night of the Living Dead" November 29 and 30 and December 1 and 2.
- The FFA Holiday Store will be open from December 3-7, 2012
- Winter Concert will be held on December 5 at 7:30 p.m.
- Homecoming for graduated students is Wednesday, November 21, 2012

### Communications

None

**MOTION #12-053:** Roy moved, D'Ostuni seconded to move Item B Presentation on Energy Efficiencies and Professional Learning to Item A and move Item A to Item B on the agenda. The motion passed unanimously.

#### Approval of Minutes

D'Ostuni moved, Beiter seconded to approve the minutes of the Suffield Board of Education for the October 16, 2012 Board meeting. The motion passed unanimously.

#### Consent Agenda

**MOTION #12-054:** D'Ostuni moved to approve the consent agenda with Item B, the Financial Statement, being removed from the Consent Agenda and tabled to the next meeting under Discussion Action at the December 4, 2012. Eccles seconded the motion. Mr. Basile was not present at the meeting to answer questions from the Board regarding the Financial Statements. This motion was unanimous.

**MOTION# 12-055:** D'Ostuni moved and Eccles seconded to approve the Consent Agenda.

A. Policies – the following policies were approved at the November 20, 2012

Board of Education meeting:

1330 and 1330R - Use of School Facilities

5141.21 and 5141.21R - Administration of Student Meds in School

4115.3 - Evaluation of Coaches

9321 – Bylaws of the Board – Time, Place, Notification of Meeting

9323 – Bylaws of the Board – Agenda Preparation and Dissemination

9350 – Bylaws of the Board – Hearings

9326 – Time, Place, Notification – Minutes (revised)

The motion passed unanimously.

#### Discussion/Action

A. Presentation on Energy Efficiencies and Professional Learning

Superintendent Baldwin introduced Larry Plano, Director of Facilities and Bob Bissonette, Head Custodian at McAlister Intermediate School, to the Board.

Mr. Plano reported that he and Mr. Bissonette have been participating in training provided for, and funded by the Department of Energy and Environmental Protection (DEEP) that will lead to Building Operator Certification. Mr. Plano highlighted their training in the areas of energy conservation techniques, HVAC systems and controls, lighting and operational and maintenance practices. Mr. Plano demonstrated a device used to measure foot candles and how it applies to various locations in the district.

Mr. Bissonette is already utilizing some of the topics learned to conserve energy in the McAlister Intermediate School. They have two classes remaining and Mr. Plano will give a complete synopsis to the Superintendent after they are done. We will send other maintenance personnel to future training in other operational and maintenance practices, using the train the trainer model as we are doing with this training program.

B. Long Range Financial Planning Presentation

The Board of Education Budget Subcommittee prepared a Long Range Financial Plan as requested by the Board of Finance. Superintendent Baldwin and Robert Eccles, Chair of the Subcommittee, presented their report to the full Board.

The report will be presented at the Tri-Board Meeting scheduled for December 3 at 7:00 p.m.

C. Board of Education Meeting Dates – 2013

**Motion#12-056:** D'Ostuni moved, Roy seconded to approve the list of Board Meeting dates for 2013 with one change in November to Wednesday November 6, 2012 due to Tuesday, November 5 being election day. The motion passed unanimously.

D. Field Trip Approval – John Warrington, Principal of the Suffield Middle School was present at the Board meeting as well as Corrine Khawaja, Spanish Teacher, Mrs. Casinghino, French Teacher and Mrs. Kopf, Spanish Teacher to answer any questions about the field trips to Canada and New York in the Spring.

**Motion#12-057:** Lori D'Ostuni moved, Gee seconded to approve the Suffield Middle School Field Trip requests to Quebec – May 17 – 20, 2013 and New York City on May 17-19, 2013. The motion passed with one abstention by Lori D'Ostuni, who asked it be noted that the abstention was due to her daughter participating in one of the field trips.

E. Acceptance of Gift – The Suffield High School Agriscience program has received a Donation of a Troy-Bilt rototiller from Mr. and Mrs. Richard Afragola of Simsbury.

**Motion#12-058:** D'Ostuni moved, and Sanborn seconded. The motion passed unanimously.

F. Approval of Job Descriptions – **Motion#12-059:** Roy moved, Eccles seconded to approve the following Job Descriptions – Supervisor of Science, K-12, Supervisor of English Language Arts K-12 and the Spaulding School Lead Teacher. The motion was passed unanimously.

G. Approval of tentative agreement between the Suffield Board of Education and the Suffield Education Association – **Motion #12-060:** Zawawi moved, Schneider seconded to approve the agreement between the Suffield Board of Education and the Suffield Education Association dated July 1, 2013 – June 30, 2016. The motion passed unanimously.

## Reports to the Board

### Superintendent's Report

- Report on Full Day Kindergarten. Dr. Collin reviewed his memorandum to Karen Baldwin dated November 1, 2012 (memorandum included in Board packet) in regard to the work and progress of the Full Day Kindergarten Committee. The next meeting of the FDK Committee is December 6, 2012.
- Dr. Collin reviewed his memorandum to Karen Baldwin dated November 1, 2012 (memorandum included in the Board packet) which highlighted a review of the District Wide Professional Development held on October 23, 2012 all related to the Common Core State Standards Implementation.

### Board Chair Report

- Susan Porcello, Board of Education Chair, stated that the Community Forum held on November 19, 2012 was really great and she thanked the administration.

## Subcommittee Reports

None

## Future Business

- Blum Shapiro Update
- Food Service
- Report on District Crisis Manual
- Discussion and Decision Making on Full Day Kindergarten Programming and Common Core State Standards 2013-2014
- School Year Calendar
- Accomplishing Operational Efficiencies

## Public Comment

Mr. Steve Aube father of a current 1<sup>st</sup> and 2<sup>nd</sup> grader and preschooler, made comments to the board on the topic of Full Day Kindergarten along with comments made from the forum the previous night.

## Adjournment

A motion to move into Executive Session at 8:48 p.m. was made by Roy and seconded by Schneider.

Discussion of tentative agreement between the Board of Education and the Food Service Union, UE Local 222 and the Suffield Board of Education.

Motion to move back to open session at 8:57 was made by Roy and seconded by Schneider.

**MOTION #12:061:** Roy moved, Schneider seconded to ratify the tentative agreement between the Suffield Board of Education and the Food Service Union. The motion passed unanimously.

Schneider moved, Roy seconded to adjourn the meeting at 9:00 p.m.  
The motion passed unanimously.

Respectfully submitted,

Lori D'Ostuni  
Secretary

LD/dal