

**WINDHAM BOARD OF EDUCATION MINUTES  
WILLIMANTIC, CONNECTICUT  
September 14, 2005**

BOARD PRESENT: Chair Mr. Folan, Vice-chair Mrs. Rayhall, Mr. Adamo, Dr. Switchenko, Mr. Doyle, Mr. Clements, Mrs. Collins, Mrs. Haney

BOARD ABSENT: Mr. Diaz

**ADMINISTRATION**

PRESENT: Superintendent Mr. Perzanoski, Assistant Superintendent Dr. Summa, Directors Mrs. Banks and Mr. Nelson

**REPRESENTATIVES**

PRESENT: Student Council – Avi Lessner  
Columbia – No One

OTHERS PRESENT: Administrators, general public and news media

**CALL TO ORDER**

Chair Mr. Folan called the September 14, 2005, Board of Education meeting to order at 7:33 P.M., in conference room one (room 223), 2<sup>nd</sup> floor, Kramer School.

**MINUTES**

**August 24, 2005, Regular Board of Education Meeting Minutes (Ref. 1)**

Motion of Mr. Doyle, seconded by Dr. Switchenko, that the Board of Education approve the August 24, 2005, regular Board of Education meeting minutes, Reference 1.

On the motion: Aye, 8-0; unanimous.

**August 29, 2005, Special Board of Education Meeting Minutes (Ref. 1A)**

Motion of Mr. Adamo, seconded by Dr. Switchenko, that the Board of Education approved the August 29, 2005, special Board of Education meeting minutes, Reference 1A.

On the motion: Aye: Mr. Folan, Mrs. Rayhall, Mr. Adamo, Dr. Switchenko, Mrs. Haney, Mrs. Collins, Mr. Clements

Nay: No one

Abstained: Mr. Doyle

The motion passes: 7-0-1

**COMMUNICATIONS**

Mr. Folan said that Board members received invitations to Mr. Haddad's retirement dinner.

**STUDENT COUNCIL**

Avi Lessner reported that Student Council will host the upcoming freshmen elections; members will participate in the American Cancer Society's Relay for Life in October; the new constitution for Student Council will be voted on next week; members will assist at the high school's open house; and hurricane relief activities are taking place with the assistance of Mrs. Pekarovic.

**CITIZENS/DELEGATIONS**

John Kaczowski, Windham Center parent, expressed concerns about the roof at Windham Center School. Mr. Folan said that the Board and the maintenance department are aware of the problem and that an application for bonding has been submitted to replace the entire roof.

Pazit Edelman, Windham, also spoke about concerns regarding Windham Center School's roof and asked if there was something that parents could do to expedite the process.

Desiree Boulette, ECSU student, asked if Board members had children in the school system. They responded.

James Barton, Windham, asked if it would be feasible to replace Windham Center's roof with a steel formed peak roof. Mr. Perzanoski said that the town engineer has looked at the roof and provided suggestions.

## SUMMARY ACTION

### Personnel Action (Ref. 2)

Mr. Folan noted that the first name of the assistant freshmen football coach should be changed from Michael to Matt. Motion of Dr. Switchenko, seconded by Mr. Clements, that the Board of Education approve Reference 2 with the name correction as noted. Mrs. Banks answered questions, clarifying several appointments. Mr. Doyle questioned the stipends for the freshmen football coaching positions since he thought that freshmen football was not offered. Mr. Perzanoski said that he would check with the high school. Discussion took place regarding these coaching appointments. Dr. Switchenko withdrew his motion and Mr. Clements withdrew his second.

Motion of Mr. Doyle, seconded by Mrs. Collins, that the Board of Education approve Reference 2 with the exception of the freshmen football coaching appointments.

### **Resignations:**

- Arlene Burgos, secretary II 10-month at Windham Middle School, effective May 13, 2005.
- Teresita Ayala, community worker, effective September 9, 2005.
- Mary Gelezunas, .4 FTE English teacher at Windham High School, effective August 24, 2005.
- Katherine Croft, special education teacher at Windham High School, effective September 23, 2005.
- Anne Rowe, reading teacher at Windham Center Elementary School, effective September 13, 2005.
- Deborah Palmer, LPN at Windham High School, effective June 23, 2005.
- Susan Wood, assistant cook manager at Windham Center Elementary School, effective August 26, 2005.
- Susan Suvak, educational assistant at Windham Center Elementary school, effective August 28, 2005.
- Nitza Rivera, secretary II 10-month at Windham Middle School, effective September 2, 2005.
- Sarah Hamilton, secretary I 12-month secretary at Windham Middle School, resignation for the purpose of retirement, effective July 21, 2005.

### **Appointments:**

- Heather Beebe, Head Start teacher at Columbia, effective August 15, 2005. Hourly rate is \$17.42. Replaces Sarah Normandie who resigned.
- Teresita Ayala, Head Start family advocate, effective September 12, 2005. Hourly rate is \$12.41. Replaces Sarah Robinson who resigned.
- Kristen Wood, Head Start cooperating teacher at Windham Heights, effective August 22, 2005. Hourly rate is \$13.93. Replaces Neng Koumany who resigned.
- Sylvia Verastegui, before and after school program coordinator at North Windham Elementary School, effective August 25, 2005. Salary is \$26,732.08. Replaces Elsie Maldonado who transferred.
- Melanie Godbout, English teacher at Windham High School, effective August 29, 2005. Salary is BA+30/2 \$35,405. Replaces Mary Gelezunas who resigned.
- Barbara Levanto, .4 FTE math teacher at Windham Center Elementary School, effective September 9, 2005, through June 30, 2005. Salary is MA/13 \$63,909 prorated. Replaces Michelle Dupuis who is on a leave of absence.
- Nitza Rivera, bilingual guidance counselor at Windham High School, effective September 6, 2005. Salary is BA/1 \$32,659. Replaces Manuela Santiago who resigned.

- Andrea Handler-Ruiz, bilingual science teacher at Windham High School, effective September 16, 2005. Salary is MA/13 \$63,909 prorated. Replaces Claudette Darius who retired.
- Lisa McCormack, special education teacher at Windham Center Elementary School, effective September 10, 2005. Salary is MA/7 \$40,771 prorated. Replaces Tara Seltsam who transferred to new kindergarten.
- Kristen Cain-Ladison, PDP special education teacher four days per week, effective August 30, 2005. Hourly rate is \$26.00. Replaces Kenneth Gervais and Elizabeth Provencher.
- Joann Averill, PDP social worker, effective August 30, 2005. Hourly rate is \$40.00. Replaces Dawn Werneck.
- Jesse Glaude, special education teacher at ERA, effective September 6, 2005. Salary is BA/1 \$32,659 prorated. Replaces David Erhart who transferred to Windham Academy.
- Osiris Quintana, parent support at Even Start, effective September 1, 2005. Hourly rate is \$10.00. Replaces Ivelisse Antonetty.
- Cheryl Nadeau, assistant cafeteria manager at Windham Center Elementary School, effective August 29, 2005. Hourly rate is \$10.84. Replaces Susan Wood who resigned.

**Co-extra curricular appointments:**

- Sarah Jones, boys' head soccer coach at Windham Middle School, stipend is \$1,336.
- Jessica Camp, girls' assistant soccer coach at Windham Middle School, stipend is \$835. Contingent upon receipt of certification.
- Jessica Camp, boys' assistant soccer coach at Windham Middle School, stipend is \$835. Contingent upon receipt of certification.

**Leaves of Absence:**

- Nancy Thorpe, Head Start site coordinator, medical leave of absence from September 9, 2005, to September 23, 2005.
- Marisol Rodriguez, special education educational assistant, educational leave of absence from August 29, 2005, to December 31, 2005.
- Bridgette Gordon-Hickey, IC at Windham Center Elementary School, medical leave of absence from September 9, 2005, to approximately October 11, 2005.
- Randy Perry, custodian at Windham High School, medical leave of absence from July 1, 2005, to approximately September 30, 2005.
- Nancy Gamache, paraprofessional at Natchaug Elementary School, medical leave of absence from September 7, 2005, to October 10, 2005.

On the motion: Aye, 8-0; unanimous.

Music Department Donation (Ref. 3)

Motion of Mrs. Rayhall, seconded by Mr. Doyle, that the Board of Education accept, with deep appreciation, a donation from Ms. Alice B. Jansen in memory of her brother, Harold Jansen, in the amount of \$2,000. Mr. Folan thanked Ms. Jansen for her generosity.

On the motion: Aye, 8-0; unanimous.

Cooperating/Mentor Teacher Nominations (Ref. 4)

Motion of Mrs. Haney, seconded by Mr. Adamo that the Board of Education approved the following cooperating/mentor teacher nominations: Diane Forster, North Windham School; Catherine Haine, Natchaug School; Toni Kirk, Natchaug School; and Kim Lewis, Natchaug School.

On the motion: Aye, 8-0; unanimous.

ACTION ITEMS

Reading First Grant (Ref. 5)

Motion of Mrs. Rayhall, seconded by Mrs. Haney, that the Board of Education approve the submission of the Reading First Grant application for Sweeney School. Dr. Anderberg, Mrs. Kiss and Mr. Giordano replied to questions concerning the cost for Other Professional Services and the implementation of the core reading program in the district.

On the motion: Aye, 8-0, unanimous.

#### Fuel Crisis (Ref. 6)

Mr. Perzanoski spoke about several possible options that could be implemented to address the impact of rising fuel costs on the 2005-2006 budget and the inability to lock in fuel prices at this time. The high costs affect the fuel used for the buses and trucks, as well as heating oil. Mr. Nelson said that many different ideas should be looked at in order to find a workable solution. Mr. Perzanoski said that the Board does not have to make a decision tonight. Mr. Folan said discussion will continue at next week's Budget and Finance Committee meeting.

### REPORTS AND DISCUSSION ITEMS

#### Superintendent's Reports

##### NCLB Adequate Yearly Progress (Ref. 7)

Dr. Summa provided Board members with CMT and CAPT district data that compared student participation and scores over the last several years. She reviewed CMT district and school results in Mathematics, Reading, and Writing at grades four, six and eight for 2002, 2003, and 2004. She also reviewed CAPT data in Mathematics, Reading, Science and Writing for 2003, 2004, and 2005. Dr. Summa summarized the growth in each subject area at each grade level. She said that there are several district initiatives and work will continue on student improvement. Throughout her presentation, Dr. Summa responded to Board members' questions. There was discussion regarding the structure of grades in the district and Mr. Perzanoski indicated that this can be addressed during the upcoming review of school improvement plans.

##### Staffing Update (Ref. 8)

Mrs. Banks distributed a list of new hires, staff returning from leaves of absence and vacancies as of September 9, 2005. She updated Board members on the present status of vacancies and answered questions.

##### Financial Statement (August 2005) (Ref. 9)

Mrs. Rayhall asked about balances that were already at or above 100%. Mr. Nelson said that the money has been encumbered for these line items; however, he will be looking more closely at these figures once all of the salary encumbrances have been included. Mr. Nelson said that there will be changes in the numbers since it is still very early in the year.

##### Announcements/Information (Ref. 10)

Mr. Perzanoski brought the official proclamation from Governor Rell for Board members to see designating August 30, 2005, as Windham's First Day of School Celebration Day in the State of Connecticut.

#### Board of Education

##### Subcommittee Reports

*Policy/Planning:* Mrs. Collins reported that she and Dr. Anderberg continue to review policies with assistance from Mr. Clements.

*Personnel:* Dr. Switchenko reported that the position of Athletic Director was discussed, as well as a few personnel items which will be addressed in tonight's executive session.

*Facilities/Maintenance:* Mrs. Rayhall reported that Ron Murphy came before the committee with a request to name the Windham High School track. She said that this item will be brought to the full Board. Mr. McGlew provided updates on summer projects and reviewed the Willimantic Fire Marshall's report. Mrs. Rayhall reported that construction of the dugouts at Windham High School is almost completed. The Windham Academy lease and the Kramer parking lot were discussed, as well as the roof problems at Windham Center School.

*Head Start:* Mrs. Collins reported that classrooms are full and there are waiting lists. She said that Cindy Torrence, who is leaving EASTCONN, has done an incredible job with the program.

#### FUTURE AGENDA ITEMS

Mrs. Collins asked for an update on class sizes. Mr. Perzanoski said that he will have this information after October 1<sup>st</sup>. Mrs. Collins said that there will be a farewell reception for Mary Withey, the nurse practitioner at the high school's wellness center, following the next Student Health Advisory meeting on September 27<sup>th</sup>.

Mrs. Haney asked if discussion of the school calendar could be moved from the Policy and Planning Committee to another committee. Mr. Folan said that in the future the Student Services Committee will review the calendar. Mrs. Haney asked if we have enrolled any students displaced due to Hurricane Katrina. Mr. Perzanoski said that we have procedures in place for admitting these students and so far have enrolled one student.

Mr. Folan said that he would like to discuss high school graduation dates at the September 27<sup>th</sup> Student Services Committee meeting.

Mr. Doyle asked for a review of the Attendance Policy at the high school.

#### CITIZENS/DELEGATIONS

James Barton, Windham, asked if the district's fuel is combined with the town for the buses and trucks. Mr. Nelson said that we get gasoline from the town, but diesel fuel is purchased separately.

#### EXECUTIVE SESSION

Motion of Mrs. Rayhall, seconded by Mrs. Haney, that the Board enter into executive session at 9:05 PM for the discussion of exempt documents pertaining to personnel matters.

On the motion: Aye, 8-0; unanimous.

**BOARD PRESENT:** Chair Mr. Folan, Vice-chair Mrs. Rayhall, Mr. Adamo, Dr. Switchenko, Mr. Doyle, Mr. Clements, Mrs. Collins, Mrs. Haney

**BOARD ABSENT:** Mr. Diaz

#### **ADMINISTRATION**

**PRESENT:** Superintendent Mr. Perzanoski, Assistant Superintendent Dr. Summa, Directors Mrs. Banks and Mr. Nelson

#### REGULAR SESSION RECONVENES

Chair Mr. Folan reconvened regular session at 9:15 P.M.

Motion by Dr. Switchenko, seconded by Mr. Doyle, that the Board add to the agenda an increase in the hours of the Career Center Assistant at Windham High School.

On the motion: Aye, 8-0; unanimous.

Motion by Dr. Switchenko, seconded by Mr. Doyle, that the Board approve an increase in the hours of Holy Fitch, the Career Center Assistant at Windham High School, from six hours per day/thirty hours per week to seven hours per day/thirty-five hours per week, effective for the 2005-06 school year.

On the motion: Aye, 8-0; unanimous.

Motion of Mr. Clements, seconded by Mr. Doyle, that the Board add to the agenda a one-time stipend for Carol Lettieri.

On the motion: Aye, 8-0; unanimous.

Motion of Mr. Clements, seconded by Mr. Doyle, that the Board approve a one-time stipend for Carol Lettieri in the amount of \$887.25 for job duties performed above and beyond her classification as Secretary III during the period of July 8, 2005 to October 14, 2005.

On the motion: Aye: Mr. Adamo, Dr. Switchenko, Mrs. Haney, Mrs. Collins, Mr. Doyle, Mr. Clements

Nay: Mr. Folan, Mrs. Rayhall

Abstained: No one

The motion passes: 6-2-0

#### ADJOURNMENT

Motion by Mr. Adamo, seconded by Mr. Doyle, that the Board adjourn its meeting at 9:15 P.M.

On the motion: Aye, 8-0; unanimous.

Respectfully submitted,

John Adamo, Secretary