

**WINDHAM BOARD OF EDUCATION MINUTES
WILLIMANTIC, CONNECTICUT**

January 12, 2005

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

BOARD ABSENT: Mr. Diaz, Mrs. Haney

ADMINISTRATION

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

REPRESENTATIVES

PRESENT: Student Council – Joey Sadlon, Matt Liskom
Columbia – Mr. MacKenzie

OTHERS PRESENT: Administrators, general public and news media

CALL TO ORDER

Chair Mr. Folan called the January 12, 2005, Board of Education meeting to order at 7:37 P.M., in Conference Room One, second floor, Kramer School.

MINUTES

November 9, 2004, Regular Board of Education Meeting Minutes (Ref. 1)

Motion of Mrs. Collins, seconded by Dr. Switchenko, that the Board of Education approve the minutes of the November 9, 2004, special Board of Education meeting, Reference 1.

On the motion: Aye: Chair Mr. Folan, Mr. Adamo, Mrs. Collins, Mr. Doyle, Dr. Switchenko
Nay: No one

Abstained: Vice-chair Mrs. Rayhall, Mr. Clements

The motion passes: 5-0-2

November 4, 2004, Special Board of Education Meeting Minutes (Ref. 1A)

Motion of Mrs. Collins, seconded by Mr. Clements, that the Board of Education approve the minutes of the November 4, 2004, special Board of Education meeting, Reference 1A.

On the motion: Aye: Chair Mr. Folan, Mr. Adamo, Mrs. Collins, Mr. Clements
Nay: No one

Abstained: Vice-chair Mrs. Rayhall, Mr. Doyle, Dr. Switchenko

The motion passes: 4-0-3

November 16, 2004, Special Board of Education Meeting Minutes (Ref. 1B)

Motion of Mr. Adamo, seconded by Vice-chair Mrs. Rayhall, that the Board of Education approve the minutes of the November 16, 2004, special Board of Education meeting, Reference 1B.

On the motion: Aye: Chair Mr. Folan, Vice-chair Mrs. Rayhall, Mr. Adamo, Mrs. Collins, Mr. Clements
Nay: No one

Abstained: Mr. Doyle, Dr. Switchenko

The motion passes: 5-0-2

December 16, 2004, Special Board of Education Meeting Minutes (Ref. 1C)

Motion of Mr. Adamo, seconded by Mr. Clements, that the Board of Education approve the minutes of

the December 16, 2004, special Board of Education meeting, Reference 1C.

On the motion: Aye: Chair Mr. Folan, Mr. Adamo, Mr. Clements

Nay: No one

Abstained: Vice-chair Mrs. Rayhall, Mrs. Collins, Mr. Doyle, Dr. Switchenko

The motion passes: 3-0-4

COMMUNICATIONS

Mr. Folan shared a thank-you note from Board member, Mr. Diaz, with the other members. Mr. Folan apologized to the Board for stating his personal opinion to the press in regards to the letter from First Selectman, Michael Paulhus, advising that the Board of Selectman have instituted a budget freeze and requesting that the Board of Education implement one as well. Mr. Folan asked Board members to share their thoughts with him as he would like to respond to Mr. Paulhus's letter as soon as possible. Mr. Clements indicated that he was inclined to refer the request to the Board's Budget and Finance Committee. Mrs. Collins said that she appreciates the Board of Selectmen's concern and their difficult position but would like to continue to discuss the Board of Education's options. Dr. Switchenko said that the Board of Education has done everything in its power to save as many dollars as possible and he would like to get Jeff Nelson's input at the next Budget and Finance Committee meeting. Mr. Doyle said that he appreciates the Selectmen's action. He said that the Board of Education has been very prudent with its budget and will continue to watch it closely. Mr. Adamo said that the Board of Education has been very conservative with its budget over the past few years and he would, also, like input from Jeff Nelson. Mrs. Rayhall said that the Board has done its share to help the town, and she, also, would like to refer the item to the Budget and Finance Committee. Some Board members felt that the letter was just informational while others felt that it was a definite request that the Board of Education implement a budget freeze. Mr. Nelson responded to a question about his recommendation by saying that he would recommend prudent spending but not a budget freeze at this time. He said that there is still spending from this year's budget that needs to be done and a freeze would impact spending for next year. Mr. Folan said that there are state requirements that need to be met for the '06 budget. He said that the Board should be proud of its efforts to save money for the district and a freeze would not be in the best interest of the students or staff. Mr. Folan asked for a consensus regarding a response to the First Selectman's letter. First Selectman Paulhus, who was present at the meeting, was asked by Mrs. Rayhall if he was expecting a response this evening. Mr. Paulhus responded that he did not expect a reply right away. He said that the letter was informational and essentially a recommendation to the Board of Education. Mr. Folan said that he feels strongly about not returning money back to the town that needs to be used to run the district and move forward for the benefit and education of the students. At the consensus of Board members, Mr. Folan referred this item to the Budget and Finance Committee for review at its next meeting. Board members thanked Mr. Paulhus for attending tonight's meeting.

STUDENT COUNCIL

Student Council representatives, Joey Sadlon and Matt Liskom, were in attendance to report on Student Council activities. The annual Leadership Conference is tentatively planned for May 24th; members will assist at tomorrow night's 8th grade orientation at Windham High School; a book drive during the third quarter and the Data Match fundraiser in February are being planned. It was reported that work on developing a new constitution for Student Council is underway. Mr. Clements asked for copies of some agendas so that Board members could get a sense of what topics are addressed at Council meetings.

CITIZENS/DELEGATIONS

No one spoke.

SUMMARY ACTION

Personnel Action (Ref. 2)

Motion of Mrs. Collins, seconded by Mr. Doyle, that the Board of Education approve Reference 2 including the addendum distributed at tonight's meeting, which contains the personnel material from the canceled December 6, 2004, special Board meeting.

Resignations:

- Christa Marcoux, math teacher at Windham Academy, for the purpose of retirement, effective February 28, 2005.
- Lisa Stearns, special education educational assistant at Natchaug Elementary School, effective December 6, 2004.
- Jeanene MacDonald, teacher at TEAMS satellite program, effective December 23, 2004.
- Nanette Adesso, kindergarten educational assistant at Windham Center Elementary School, effective January 14, 2005.
- Benjamin Piacenze, custodian at Windham High School, effective January 19, 2005.

Resignation (Addendum):

- Mary Montanye, Spanish teacher at Windham Middle School, effective November 24, 2004.

Appointments:

- Wilson Ramos, security at Windham Middle School, effective December 13, 2004. Hourly rate is \$17.20. New grant funded position.
- Maria Mendez, special education educational assistant at Sweeney Elementary School, effective December 15, 2004. Hourly rate is \$10.62. Grant funded position.
- Maria Oditt, Spanish teacher at Windham Middle School, effective January 7, 2005. Salary is BA+30/5 \$37,800. Replaces Mary Montanye who resigned.
- Mary Provencher, teacher at TEAMS satellite program, effective January 3, 2005. Hourly rate is \$26.00. Replaces Jeanene MacDonald who resigned.

Appointments (Addendum):

- Raychel Hermanson, Head Start cooperating teacher at Columbia, effective October 25, 2004. Hourly rate is \$13.13. Replaces Sarah Witkiewicz who resigned.
- Ivonne Figueroa, Head Start family advocate at Prospect Street, effective November 8, 2004. Hourly rate is \$12.05. Replaces Cesiah Lopez-Navarro who resigned.
- Maria Garcia, Head Start aide at Windham Heights, effective November 15, 2004. Hourly rate is \$9.35. Replaces Maria Torres who transferred.
- Kathleen Anderson, Head Start teacher at Columbia, effective November 22, 2004. Hourly rate is \$13.52. Replaces Keri Hermanson who resigned.
- Sean Gilligan, .60 FTE history and social studies teacher at Windham High School, effective December 1, 2004. Salary is MA/7 \$39,874 prorated. New position grant funded.
- James Riddell, security officer at Windham High School and Natchaug Elementary School, effective December 6, 2004. Hourly rate is \$19.61. New position grant funded.
- Andrew Diaz, special education educational assistant at Windham High School, effective October 22, 2004. Hourly rate is \$9.73. Replaces David Springer who transferred.
- Susan Klare, special education educational assistant at North Windham Elementary School, effective November 22, 2004. Hourly rate is \$10.93. New position grant funded.
- Heather Pichette, part-time kindergarten educational assistant at Natchaug Elementary school, effective November 5, 2004. Hourly rate is \$9.73. New grant funded position.
- Lisa Stearns, special education educational assistant at Natchaug Elementary School, effective December 6, 2004. Hourly rate is \$10.31. New grant funded position.
- Cesiah Lopez-Navarro, literacy support for Families Together, effective November 15, 2004. Hourly rate is \$13.11.
- Elizabeth Rodriguez, cafeteria worker at Sweeney Elementary School, effective November 8, 2004.

-46-

Hourly rate is \$8.89. Replaces partially Sheila Koch who transferred.

- Charleen LaGasse, cafeteria worker at Windham Center Elementary School, effective November 8,

2004. Hourly rate is \$8.89. Replaces partially Sheila Koch who transferred to assistant cook manager.

Co-curricular appointment:

- Becca Lazur, assistant gymnastics coach at Windham High School, stipend is \$2,415.

Co-curricular appointments (Addendum):

- Robyn Rogers, head gymnastic coach at Windham High School, stipend is \$5,152. Contingent upon receipt of certification.
- John Green, freshmen girls' basketball coach at Windham High School, stipend is \$2,576.

Leaves of Absence:

- Pamela Neidig, English teacher at Windham High School, childbearing leave of absence from approximately March 17, 2005, to June 17, 2005.
- Jaime Webber, extending childbearing/rearing leave of absence from February 2005 return date through June 30, 2005.
- Lillian Schwager, cafeteria worker at Sweeney Elementary School, leave of absence for personal reasons from February 1, 2005, to February 18, 2005.

On the motion: Aye, 8-0; unanimous

Leave of Absence (Addendum):

- Katherine Croft, instructional consultant at Windham Center Elementary school, childbearing/reading leave of absence from approximately April 18, 2005, to June 30, 2005.

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

Nay: Vice-chair Mrs. Rayhall

Abstained: No one

The motion passes: 6-1-0

ACTION ITEMS

Bylaws of the Board (Ref. 3)

Motion of Dr. Switchenko, seconded by Mr. Adamo, that the Board of Education approve the proposed Bylaws of the Board, Series 9000. These were reviewed as a first reading at the November 9, 2004, Board meeting. No changes have been made since that time. There was no discussion.

On the motion: Aye, 7-0; unanimous.

Board of Education Meeting Dates for 2005 (Ref. 4)

Motion of Mrs. Rayhall, seconded by Mr. Clements, that the Board of Education approve the proposed meeting dates for January-December 2005. Mr. Perzanoski noted that the February 23, 2005, meeting date occurs during the winter break. It was agreed to keep the meeting on the list. However, if there were no need for a meeting at that time, it would be canceled

On the motion: Aye, 7-0; unanimous.

Name Change for the TEAMS Program (Ref. 5)

Motion of Mrs. Collins, seconded by Mrs. Rayhall, that the Board of Education approve the name change for the Windham TEAMS program, which now includes the EASTCONN PACE program, to the Eastern Regional Academy. Mrs. Collins commented that the students in both programs were involved in choosing the new name.

On the motion: Aye, 7-0; unanimous.

REPORTS AND DISCUSSION ITEMS

Superintendent's Reports

Sprague Board of Education Meeting (Ref. 6)

Mr. Perzanoski reported that Mr. Folan and he met with the Sprague Board of Education regarding the designation of Windham High School as a sending school for Sprague. A contract has been sent to the Sprague Board of Education for review. Mr. Perzanoski answered questions from the Board.

Student and Staff Recognition (Ref. 7)

Mr. Perzanoski informed the Board that Sandy Granchelli, reading teacher at Sweeney School, was appointed to serve as the chair of the U.S. Department of Education's Regional Advisory Committee (RAC) for the Northeast Region, Region 5. The Board of Education and Mr. Perzanoski congratulated her on her appointment to this important position.

Mr. Perzanoski also informed the Board that Bill Stover, Omega Nickelson, Nivea Torres and four Windham students attended the CREC area Assistant Principals' monthly roundtable to discuss Windham's alternative education program and Hip Hop University, as well as to present information on English as a Second Language Learners. The Board of Education and Mr. Perzanoski commended the staff and students for their fine representation of Windham Public Schools.

Financial Statements – 11/30/04 (Ref. 8) and 12/31/04 (Ref. 8A)

Mr. Nelson said that, at this time, this year's budget is okay. At the upcoming Budget and Finance Committee meeting, he will go into detail regarding some upcoming expenses that may impact the budget such as oil costs. He answered questions from the Board.

Announcements/Information (Ref. 9)

There were no comments.

Board of Education

Board of Education Mission-Goals-Objectives (Series 0000) (Ref. 10)

There was no discussion. Mr. Folan said that final action on this series will be taken at the next Board meeting.

Subcommittee Reports

Program Development/Evaluation: Mr. Adamo reported that Dr. Mulqueen provided a calendar update of meetings for Curriculum Revision for the remainder of the year. He also reviewed current initiatives and professional development for the district. The Harcourt reading program was discussed, as well as an explanation of the AP and history grants at the middle school and high school.

Superintendent's Advisory: Mr. Perzanoski reported that the discussion of professional ethics continues with information being gathered from staff.

Districtwide PTO: Mr. Perzanoski reported that an IRS representative presented information to help parents save money on their income tax. Reports on school activities were given.

Superintendent's Latino Advisory: Mr. Perzanoski reported that work continues on the survey that will eventually be distributed to students and parents in order to gather information on how they view different aspects of the school system. Additional community events will be scheduled for attendance by Mr. Perzanoski.

Facilities/Maintenance: Mr. Perzanoski reported that the capital improvement plan was discussed. The next committee meeting will take place on January 18th at 6:30 PM.

Student Services: Mrs. Collins reported that the committee reviewed some bus issues and discussed the TEAMS name change which was approved earlier on this agenda.

Policy/Planning: Mrs. Collins said that the committee continues to review Board policies.

Head Start: Mrs. Collins said that new parents are now participating on this committee.

-48-

Universal Preschool: Mr. Perzanoski said that a meeting took place to discuss possible funding efforts through the Commissioner's plan. There was also discussion regarding the number of students that could be serviced. Another meeting is scheduled for January 18th.

Personnel: Dr. Switchenko reported that Mrs. Banks provided an update on the extensive job description initiative being undertaken. Teams were established for upcoming negotiations and two requests for wage adjustments were reviewed.

Budget/Finance: Mr. Doyle reported that plans for the upcoming budget season were discussed, as well as information regarding the community services grant concept.

FUTURE AGENDA ITEMS

Mrs. Collins asked about setting a date for the upcoming pasta supper to benefit the Diaz family. Mr. Perzanoski said that he has spoken with the President at Windham Community Memorial Hospital, where Mr. and Mrs. Diaz both work, and the hospital is very willing to work with us to help raise money. Mrs. Collins will check with the high school regarding use of the cafeteria.

Mr. Clements said that there will be a meeting in February for people interested in strategic planning. He asked that Ms. Granchelli update the Board in the spring after her committee provides its report to the U.S. Department of Education.

CITIZENS/DELEGATIONS

No citizens/delegations spoke.

EXECUTIVE SESSION

Motion of Mrs. Collins, seconded by Mr. Clements, that the Board enter into executive session at 8:30 P.M. for the discussion of exempt documents pertaining to personnel matters.

On the motion: Aye, 7-0; unanimous.

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

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

Mr. Folan reconvened regular session at 8:36 P.M.

Motion of Dr. Switchenko, seconded by Mr. Clements, that the Board add the recommendations of the Personnel Committee for wage increases for Dick Giggey and Judd Ayer and the new Work Study Tutor job description to the agenda.

On the motion: Aye, 7-0; unanimous.

Motion of Mr. Clements, seconded by Dr. Switchenko, that the Board approve a wage increase to \$15.00 per hour for Dick Giggey (job coach) and a wage increase to \$15.00 per hour, as well as a new job description for Work Study Tutor, for Judd Ayer.

On the motion: Aye, 7-0; unanimous.

ADJOURNMENT

Motion by Mrs. Rayhall, seconded by Mr. Doyle, that the Board adjourn its meeting at 8:37 P.M.

On the motion: Aye, 7-0; unanimous.

Respectfully submitted,

John Adamo, Secretary