

Pending BOE Approval

**Watertown Board of Education  
Regular Meeting Minutes**

**Meeting Date:** January 29, 2015  
**Meeting Time:** 7:30 p.m.  
**Meeting Place:** Lecture Hall, Watertown High School

**Members Present:** Ms. Leslie Crotty, Chairman  
Mr. Tom Lambert  
Ms. Janelle Wilk  
Mr. Victor Vicenzi  
Ms. Josephine Cavallo-Rosa  
Mr. Donato Orsini  
Ms. Cathie Rinaldi

**Members Absent:** Mr. Ray Nardella, Secretary  
Mr. Jim Gambardella

**Others Present:** Ms. Emma Karpinski – Student Council Representative  
Dr. Bridget Carnemolla – Superintendent of Schools  
Ms. Jill Browne – Business Manager  
Ray Cenicola, Facilities Manager

**A. Convene Regular Meeting – 7:30 p.m.**

**B. Salute to the Flag**

**C. Roll Call – Ms. Davidson**

**D. Minutes**

Agenda Item: D.1  
Subject: Minutes of the December 8<sup>th</sup>, 2014 Regular Board of  
Education Meeting

Motion Presented By: Ms. Wilk  
Motion Seconded By: Mr. Vicenzi

Text of the Motion:	I move that the Board of Education approve the minutes from the December 8 <sup>th</sup> , 2014 Board of Education Regular Meeting.
Discussion:	None
Opposed:	None
Abstained:	None
Vote:	Motion Passes

#### E. Awards

1. The Watertown Board of Education wishes to congratulate the following students from Judson Elementary School for their **Student of the Month** Achievements:

##### **November 2014**

###### Grade 3

Alana Vitale  
Adyan Iljazi

###### Grade 4

Brielle Trudeau  
Dominic Colannino

###### Grade 5

Matthew Doolan  
Makayla Beauty

##### **December 2014**

###### Grade 3

Anesa Xhema  
Arian Mazari

###### Grade 4

Christina Lemay  
Declan Connolly

###### Grade 5

Henry Marino  
Julia Caligiuri

#### F. Report from Student Council Representative – Emma Karpinski

**Emma Karpinski** – Thank you. At John Trumbull, the third round of Acceleration Stations begin this week. Teachers compiled information needed to place students in the appropriate stations. The teachers also created a video for the students that was presented at an assembly. Students participated in narrating what teachers did wrong and then modeled the appropriate behavior. At Polk school, Mrs. Armstrong began preparations for the Invention Convention. There literacy night is being held tonight.

At Judson, a student of the month assembly was held where students were recognized for displaying responsibility, respect, and always be ready. Students are planning the Invention Convention with their advisor, Mrs. Marquart.

At Swift, spirit week was held leading up to a full school spirit rally. Grade 6 band and chorus members and grades 6, 7 and 8 string students performed at their annual winter concert last Thursday.

At the high school, AP testing registration began on Monday and will run through February. The principles advisory committee had its first meeting where students selected by the guidance counselors discussed schedule changes and SSP with Mr. Jones. Thank you.

#### **G. Public Participation**

None

#### **H. Budget Status (Information Only)**

**Ms. Browne** - The Board of Education members received updates for both November and December, 2014, in their packets. It is important to note that all of the year-end budget projections are based upon trends that we see year to date. On the right, the year to date numbers show where we will be if these trends continue. There are too many variables to accurately pinpoint where we will be and we can't make too many assumptions at this point of the fiscal year.

For example, we've seen a large increase in pupil transportation and outplacement wishing costs. We do know this will be offset by the grant but we can't include the monies because they have not been released.

There are two lines we continue to watch in particular. The professional and technical service lines most of which will be offset again by this grant. We are also continuing to watch the contracted maintenance repair line. We discussed this at length in the facilities meeting earlier. Due to cost-saving efforts we are operating well within the budget for the months of November and December. The projection line has improved significantly because of that.

**Mr. Lambert** - Looking at November and December on the energy line, we are quite a bit off. What do we have to explain what happened? The winter was not much more severe.

**Ms. Browne** - We do expect to see some improvement coming up because we are going to switch the dual burners over to the prepaid oil. So that should show some improvement for us.

**Ms. Crotty** - If I am remembering correctly, we also had some projections that were not necessarily accurate going into this budget year, is that correct?

**Ms. Browne** - Yes. Where they are most worrisome are the 430 line which is the contracted maintenance line. Things like electrical maintenance, plumbing and HVAC, where we showed a trend. Each year there are different unforeseen things that happen. Which is the cost of running heavy equipment in the sizes of the buildings that we have. What we see here, I feel, does not reflect those trends.

**Dr. Carnemolla** – If I may interject please, you are correct and we do want to bring outline to their attention also. I do believe there speaking specifically to the key energy line and the answer is yes, when we looks back over the consumption in the previous years, versus what was budget for that in the previous years, versus the actual that was spent, and then we look at last year’s budget there just was not enough money budgeted in. That is why, in part, you are seeing us over budget. We expect to see some savings by switching over to the prepaid oil, but, we still have the underlying issue which is at the budget line was shorted this year based on previous year’s actual usage.

Mr. Lambert asked the facilities manager about the boilers and if they are still working efficiently and was told they are and he is working closely with the HVAC people. Mr. Lambert touched on the fact that the buildings have some energy-saving protocols in place, for instance not opening windows in the winter and losing heat. Dr. Carnemolla noted that a memo was sent to all the buildings and mentioned simple cost-saving strategies that we can enforce. Ms. Browne went through a couple more items that were on the memo as well. Dr. Carnemolla noted that she has pointed out in the past and probably will need to in the future ask for a line item transfer.

Ms. Crotty then thanked everyone who has been working on the budget nonstop and reminded everyone it will be presented at the next Board of Education meeting on February 9.

#### **I. Committee Reports**

**Curriculum and Instruction Committee, Mr. Ray Nardella, Chair - No**

**Policy and Labor Committee – No**

**Budget and Finance Committee – Mr. Tom Lambert, Chair - No**

**Facilities/PBC/Operations Committee, Mr. Tom Lambert, Chair - Yes**

**Mr. Lambert** - We did have an operations and facilities meeting tonight and reviewed all of the updates on electrical status, preventative maintenance, security, contracted situations, and general maintenance. There will be another meeting within the next month or two.

**Governance and Community Engagement Committee, Mr. Ray Nardella, Chair-No**

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#### **J. Communications – Secretary**

**None**

#### **K. Superintendent's Recommendations and Report**

**1. Appointments (information only)**

- a) Ms. Jennifer Geise to the position of Literacy Mathematics Tutor assigned to Polk Elementary School effective, January 20, 2015, through the end of the 2014-2015 school year, for 30 hours per week at the hourly rate of \$16.00.
- b) Ms. Valbone Klobocishta to the position of Category #2, Paraprofessional at Swift Middle School effective, December 15, 2014 for 25 hours per week at the hourly rate of \$13.67, per the Agreement between the Watertown Board of Education and the Watertown Federation of Paraprofessionals.
- c) Ms. Trandafire-Rose Rizvani to the position of Secretary to the Director of Student Services at John Trumbull Primary School effective, January 26, 2015 for 35 hours per week at the hourly rate of \$20.07, per the Agreement between the Watertown Board of Education and the Watertown Educational Secretaries Union.
- d) Ms. Meriah Smith to the position of Literacy Mathematics Tutor assigned to Polk Elementary School effective, January 20, 2015, through the end of the 2014-2015 school year, for 30 hours per week at the hourly rate of \$16.00.

**2. Transfers (Information Only)**

Ms. Lynn Raczkowski transferred from Special Education Teacher at Swift Middle School to Special Education Teacher at Watertown High School effective, January 5, 2015 at an annual salary of \$82,786.00, Step 14, MA degree, per the WEA contract.

**3. Resignations (Information Only)**

- a) Ms. Cheryl French from the position of Special Education Teacher at Watertown High School effective, February 12, 2015 for personal reasons.
- b) Ms. Theresa Lumia from the position of Secretary to the Business Manager at Central Office effective, February 6, 2015 for the purpose of retirement.
- c) Ms. Tracy Langlois from the position of Speech & Language Pathologist at John Trumbull School effective, January 15, 2015 for personal reasons.
- d) Ms. Barbara Simard from the position of Paraprofessional at John Trumbull Primary School effective, January 1, 2015 for personal reasons.

**4. Grants (Information Only)**

The 2014-2015 Assessment Reduction Grant application has been completed and submitted to the State Department of Education for approval. The total amount of this grant is \$10,000.

The grant monies will be used to provide an intensive training program for our administrators and teacher-leaders in relation to the development of formative assessments and the use of resulting data to guide classroom instruction.

The grant was written by Janet Parlato.

**Dr. Carnemolla** - I have been all the schools at least one since last board meeting. With the weather wreaking havoc on scheduling I have had to reschedule one office hours, however I have been meeting with people in other venues. I was at the Rotary club, today I was at the senior center for their monthly visit with the superintendent and we had a nice discussion with those that stay. I was at the Waterbury Chamber of Commerce last Friday, where many state senators and many state representatives, as possible to discuss the issues. It was very insightful and Senator Kane and Representative Bethel were also there. The presidents from both Post University Naugatuck Valley Community College, where we are hopefully pursuing down the road, a partnership with them for high school students. We are hoping to enact some more for credit courses that are high school students will take.

I did attend the Polk literacy night before I came here, I cannot say for the whole thing, but we had great turnout. A lot of students and parents and there were stations that the students got to go through and read different kinds of books with both adults and teachers.

Before the February 9th Board of Education meeting, we will have a Curriculum and Instruction meeting and we will discuss the proposed changes to the Watertown high school program of studies. That will be an insightful evening I think, that you may all want to attend. You will see how, moving forward, we will be changing graduation requirements, in part because of high school reform laws that have been enacted in Connecticut, and also as a matter of best practices. That will be a fairly extensive presentation from Mr. Jones.

We missed a professional development day on Wednesday when we needed to delay school. When we are required have delay we need to revert to a regular dismissal time so that accounts for a full day. Because of that, we need to make up that professional development day across the district for the curriculum work being done. That being said I looked at the calendar, discussed it with several people, and we feel that February 12 would be the best day in the near future to reschedule that professional development day. That is the Thursday that abuts the long weekend being off both Friday and Monday. My recommendation to the board is that we change the calendar and make February 12 the half day for students. Also, you will see action item regarding the technology. This script works much like the security grant, and like the security grant, Watertown has not been the beneficiary of the technology grant money the last time was offered. We are hoping that we will get what we asked for from the state, shooting high we are asking for \$335,000. We are going for the top we have seen issued. It is an action item is I want to make sure you are all fully informed, that it is reimbursable and I have to put the money in the budget for the 2015- 2016 budget year.

#### **L. Report From the Chairman**

Tonight I would like to talk about a special event taking place this winter in Watertown. The Watertown Recreation Department and Ordinary Joe's Running Club will host the 4th Annual

Shamrock Shuffle on Saturday, March 14, 2015. This year's race committee has decided to donate the event proceeds to two important causes that are very close to Watertown Public School's heart.

This year, the "Guy Buzzannco Memorial Scholarship" will be the recipient of half of the race proceeds. This scholarship will be awarded annually to a Watertown High School Senior who displays humanitarian-based values. Guy was active member of our community and served on this Board as our Chair. Mr. Buzzannco was a true humanitarian- promoting the welfare of others in both his private and public life. How very fitting it is that his legacy will live on through this annual scholarship named in his honor, by giving back to the community that he loved so dearly.

The other half of the race proceeds will be donated to the DeFeo Family. Angela DeFeo, a sweet, energetic 12 year old student at Swift Middle School, was recently diagnosed with a rare and aggressive form of non-Hodgkin's lymphoma. Just barely a week after Christmas, Angela began receiving chemotherapy at Sloan Kettering Cancer Center in NY. The funds raised for the DeFeo family will help lift the financial burden this crisis has created.

The public has the opportunity to help both of these causes by registering for the March 14th Race on the Watertown Recreation Website or in person at their Municipal Center office. Participants can chose to walk a 2.5 mile course or participate in the 3.5 mile run. I ask that you join my family in celebrating one of the fastest growing Road Races in the State of CT while helping two causes so dear to us all.

The coincidences of these two important causes are not lost on those of us who knew Guy, and most especially, his family. Angela DeFeo is the exact person that Guy would be helping, and he'd find ways to make it easy for the family to receive it. He would be one of the first to contribute to any public campaigns to assist her and her family, and he'd encourage others to do the same. But it's the things he'd do privately that define who he was. He'd have his wife Beth pick up double of whatever his family needed, and drop things off in silence at the DeFeo family home. He'd be praying for the entire family daily and in church on Sunday. Money would appear in their mailbox, a beautiful handwritten note of support with words that touched their heart, gas cards and car snacks to make the 2 hour journey to Sloan Kettering easier, blankets and pillows for the difficult ride home from treatments that he knew so well. You see Guy suffered from Non Hodgkin's Lymphoma too, and received his treatments where Angela now receives hers. Guy would help without anyone knowing, finding ways to silently wrap the Defeo Family in love.

To participate in a community event of this nature is what we are all about- being there for each other in good times and in hard times, celebrating the legacy left behind by Guy Buzzannco, and coming together to provide strength and support to the those in need of our help, like Angela.

#### **M. Action Items – Adoption of Items to be Approved by Consent**

Agenda Item:

M.1

Subject: Consideration to Approve the District Technology Upgrades to Support Transition to the New Standards Grant

Motion Presented By: Mr. Lambert  
Motion Seconded By: Ms. Rinaldi

Text of the Motion: I move that the Board approve the submission of the District Technology Upgrade to Support Transition to the New Standards grant application be written and submitted by Ms. Janet Parlato. The grant is intended to provide assistance to local school districts as they continue to apply to the Connecticut Core Standards in classrooms and administer the computer adaptive assessments statewide. Funding must be used for the purpose of: purchase of new devices and/or purchase of inter school bandwidth/infrastructure, inter-district school or facility bandwidth or infrastructure.

Discussion: None

Opposed: None  
Abstained: None  
Vote: Motion Passes

Agenda Item: M.2  
Subject: Consideration of the Approval of an Out of State Field Trip to Washington D.C.

Motion Presented By: Ms. Rinaldi  
Motion Seconded By: Mr. Vincenzi

Text of the Motion: I move that the Board of Education approve of the out of state field trip to Washington, D.C. from March 25<sup>th</sup>, 2015 to March 27<sup>th</sup>, 2015, for 150 Swift Middle School students and 18 chaperones. The purpose of this trip is to enrich eighth grade social studies instruction in American History.

Discussion: None

Opposed: None



Abstained: None  
Vote: Motion Passes

Agenda Item: M.3  
Subject: Consideration of the Approval of an Out of State Field Trip to Smithfield, RI

Motion Presented By: Mr. Vicenzi  
Motion Seconded By: Ms. Wilk

Text of the Motion: I move that the Board of Education approve of the out of state field trip to Smithfield, RI for 19 Watertown High School students for the purpose of competing in the High School Robotics Team Competition. The team will travel to Smithfield, RI from March 20<sup>th</sup>, 2015 to March 22<sup>nd</sup>, 2015, under the supervision of their certified coaches and several parents who possess First Aid and CPR certifications.

Discussion: None

Opposed: None  
Abstained: None  
Vote: Motion Passes

Agenda Item: M.4  
Subject: Consideration of the Approval to Revise the 2014-2015 School Year Calendar

Motion Presented By: Ms. Wilk  
Motion Seconded By: Ms. Rosa

Text of the Motion: I move that the Board of Education approve that February 12<sup>th</sup>, 2015 be changed from a full day for students to a half day for students in order to hold the teacher professional development day that was cancelled on Wednesday, January, 28<sup>th</sup>, 2015 due to a weather delay.

Discussion: None

Opposed: None  
Abstained: None  
Vote: Motion Passes

Agenda Item: M.5  
Subject: Consideration of the Approval of the Acceptance of a Gift

Motion Presented By: Ms. Rosa  
Motion Seconded By: Mr. Lambert

Text of the Motion: I move that the Board of Education approve the acceptance of the generous gift from the Watertown Foundation of \$1250.00 to support master classes for middle and high school students preparing for the Connecticut Music Educator Association Regionals and that a letter of thanks be sent to the donor.

Discussion: None

Opposed: None  
Abstained: None  
Vote: Motion Passes

#### **N. Future Agenda Items and Board Members' Comments**

**Dr. Carnemolla** - Thanked the Watertown Foundation for their gift because they are great supporter of our schools this is a great program. We are very delighted our students are able to do this because of their donation. I wanted to also recognize our swim parents, who we will recognize at a later time, both from Watertown rec department and the swimming booster club here at the high school, who have been saving money for many years by fundraising and finally have enough money will be donating a beautiful new scoreboard for the pool area. It has been a lot of fundraising and hard work you are very grateful.

#### **O. Public Participation**

**None**

#### **P. Adjournment**

Agenda Item:	P.1
Subject:	To Adjourn the Meeting
Motion Presented By:	Mr. Lambert
Motion Seconded By:	Ms. Wilk
Text of the Motion:	Madame Chair, I move that we adjourn the meeting.
Discussion:	None
Opposed:	None
Abstained:	None
Vote:	Motion Passes

The meeting adjourned at 8:11 p.m.

Respectfully Submitted,

Mindi Davidson  
Recording Secretary

Ray Nardella  
Secretary of the Board