

# MANCHESTER BOARD OF EDUCATION

## Regular Meeting

May 27, 2014

Lincoln Center

**PRESENT:** Cruz, Pattacini, Pazda, Stafford, Thames

**ALSO PRESENT:** Interim Superintendent of Schools Dr. Kisiel, Assistant Superintendent for Pupil Personnel Services Matfess, Assistant Superintendent for Curriculum Radikas

**ABSENT:** Crockett, Hagenow, Leon, Scappaticci, Assistant to the Superintendent for Finance & Management Brooks

### **A. OPENING**

#### **A.1.& 2. Meeting Called to Order**

**Chairperson Pattacini** called the meeting to order at 7:08 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Mr. Pattacini.

#### **A.3. Adoption of Minutes of Previous Meeting**

**ADOPTED – Minutes Regular Meeting of the Board of Education of May 12, 2014. Acting Secretary Cruz moved and Mr. Stafford seconded the motion.**

**5/0 – Voted in favor.**

### **B. CONSENT CALENDAR**

**Dr. Kisiel** presented ten items on the Consent Calendar for Board approval.

#### **B.1. Personnel Action**

Details had already been provided to the Board members with their agenda.

#### **B.2. Transfer of Funds**

Details had already been provided to the Board members in their agenda folders.

- Transfer from Waddell Administrative Contracted Services account (\$1,300), Administrative Printing and Advertising account (\$770), and Administrative Professional Development account (\$400) to Waddell

Language Arts Instructional Supplies and Materials account in the total amount of \$2,470

- Transfer from MHS Administrative Office Supplies and Materials account to MHS Student Activity Field Trip account in the amount of \$2,500
- Transfer from MHS Instructional Supplies and Materials account to MHS Administrative Repairs account in the amount of \$400
- Transfer from Systemwide Music In-Service (\$4,000) account and Systemwide Music Travel/Lodging (\$1,000) account to Systemwide Music Instructional Supplies and Materials account in the amount of \$4,000 and Systemwide Music Dues & Fees account in the amount of \$1,000
- Transfer from MHS Instructional Supplies and Materials account (\$800) to MHS Professional Development account in the amount of \$382 and to MHS Admin Repair account in the amount of \$418

**B.3. Establish an increase in appropriation in the amount of \$125,000 for the Medicaid Grant, bringing the new appropriation total to \$325,000 for the 2013-14 fiscal year**

**B.4. Extended Field Trip Request Form – MHS – FBLA National Competition, Nashville, Tennessee; 6 students participating – 6/29/14 through 7/3/14 – Teacher Chaperone**

**B.5. Extended Field Trip Request Form – Bennet Academy – Future Problem Solving International Competition – Iowa State University – Ames, Iowa; 4 students – 6/12/14 to 6/15/14 – 1 Teacher Chaperone, 1 Parent Chaperone**

**B.6. Permission to apply for \$40,000 for the Carl D. Perkins Career and Technical Education Innovation Grant provided through the State of Connecticut for the 2014/15 school year**

**B.7. Establish an increase in appropriation for the State of CT, Adult Education Grant in the amount of \$10,441, bringing the final award amount to \$439,713 for FY 13/14**

**B.8. Resolution for the State of Connecticut, Office of Policy and Management, Community Diversion Initiative/Right Response CT Network Grant**

**B.9. Establish an appropriation in the amount of \$50,000 to create the Hartford Foundation for Public Giving grant for FY 13/14**

**B.10. Establish an appropriation in the amount of \$30,000 to create the Manchester School-Community Diversion Initiative/Right Response CT Network Grant for FY 13/14**

**The Chairman called for a motion.**

**Acting Secretary Cruz moved and Ms. Pazda seconded the motion to accept the Consent Calendar, Items B1-B10.**

**DISCUSSION:**

**Mr. Pattacini** was in receipt of a thank you note from Julia Leon, Katherine Miner, Sarah Turley, and Alyssa Spina, the children participating in the Future Problem Solvers field trip under Item 5.

**5/0 - Voted in favor.**

**C. PUBLIC COMMENTS**

Miss Julia Leon, student, is a Future Problem Solver from Bennet. She thanked the Board for their generous grant. Because her team was notified late that they would be participating in the event, they only had a month to raise the funds and they could not have participated without the support of the Board. She looks forward to the challenge of the topic, "Space".

Mr. Tom Stringfellow, 183 Hillstown Road, informed us that the 70<sup>th</sup> anniversary of the invasion of Normandy is Friday. This helped liberate France. Mr. Stringfellow's father was involved in this invasion. He feels we should not forget those that risked their lives, or gave their lives, for us. He enjoyed the Memorial Day ceremony at Arlington Cemetery in D.C. Mr. Stringfellow recommended a documentary, "50 Years Freedom Summer". It was reported that The IB Academy in East Hartford was listed as the #2 high school in the state and one of the top 10 nationwide. Last, Mr. Stringfellow reviewed that Shoprite provided an Earth Day calendar on recycling.

**D. SUPERINTENDENT'S REPORT – PART I**

**D.1. Recognition of senior Student Representative – Ms. Dylan Burns**

**Dr. Kisiel** invited Ms. Burns to the podium where Mr. Pattacini presented her with a plaque thanking her for her service to the Board. Mr. Pattacini reviewed that Ms. Burns will be attending Manhattan College in the fall, playing Division I soccer. We should be proud of this scholar, athlete, and leader. Dylan was Captain of the Girls Varsity Soccer Team, participated in the high school All Academic Team, was Central CT All Conference Player, was a CT History Day Regional winner and won the Rotary Club Leadership Award. She represented Manchester in the CT Student Leadership Conference and the Rotary Youth Leadership Conference last year. She was

selected by the CT Federation of School Administrators for the first annual Dawn Lafferty Hochsprung Scholarship. She won the American School Administrator's Scholarship, which is awarded to a high school senior with a strong work ethic, commitment to education, and dedication to the community. Ms. Burns thanked the Board and stated high school has been the best four years of her life and she is excited to study at Manhattan College.

**D.2. MHS Principal and Pre-School Center Principal appointments – Status Reports**

**Dr. Kisiel** was pleased to announce the appointment of Sinthia Sone-Moyano as Principal of the Pre-School Center. She will assume her new duties July 1<sup>st</sup>. It was noted that Ms. Sone-Moyano was not only interviewed by our administration, but also by the Headstart Policy Council. Ms. Sone-Moyano desires to create a unified, coordinated, Pre-K through 3 system.

As for the MHS Principal position, the search is nearing its conclusion. The final interview will be conducted Thursday with a site visit scheduled for next Wednesday. Dr. Kisiel is confident an announcement will be made next week.

**Mr. Pattacini** thanked Dr. Kisiel and Mr. Geary for working together during these searches to identify and select qualified candidates.

**E. NEW BUSINESS**

**E.1. 2014-2015 Board of Education Meeting Dates**

**Dr. Kisiel** reviewed that there were some corrections to the dates for next year's Board meetings.

**Acting Secretary Cruz moved to adopt the Regular Board of Education Meeting and budget workshop meeting dates for 2014-2015. Ms. Pazda seconded the motion.**

**5/0 – Voted in favor.**

**E.2. Policy Revisions, Additions, and Deletions**

**Dr. Kisiel** reviewed the policy committee is simply looking for feedback on the following items, this being the first reading.

**a. Revision to Board Bylaw Article 1, Section 5: Regular Meetings of the Board**

The change to this policy reflects current practice of Board meetings beginning at 7:00 p.m. rather than 7:30 p.m.

**b. Revised Policy 5125: Emergency Card Information**

Students are no longer prohibited from attending school if emergency contact information is not provided. It is, however, strongly encouraged to provide current, accurate contact information for parents and emergency contacts.

**c. Addition to Board Bylaw Article 1, Section 13 – Committees**

This clarifies the essential responsibilities of each committee.

**Mr. Stafford** was curious why all committees were not listed, including Transportation/Residency and Community Relations. He was also concerned with bullet points 3 and 5 of the Personnel & Finance Committee, worrying these would possibly exclude members of the Board from contract negotiations with bargaining groups and the search process for district level administrators. Mr. Stafford does not want to restrict the search committee and would like this reworded.

**Ms. Cruz** pointed out this is a new policy up for review.

**Ms. Pazda** appreciates Mr. Stafford's comments and notes he has raised interesting points to address. She also wondered how chairs of each committee are decided, who sets the agendas of committee meetings, and if these should be spelled out in the policy as well.

**Mr. Pattacini** noted that all committee members are selected by the Chair of the Board according to the bylaws and in consultation with Board members. Assignment of chairs is another step in the process and co-chairs of each committee are usually the more senior members of the committee for the majority and minority parties. Mr. Pattacini further clarified that the agenda items come from both Board meeting requests and administration and the agenda is set by the administration.

**Ms. Pazda** wondered about "non-party" Board members and what the role of a sub-committee chair is. Mr. Pattacini stated that is not spelled out, though historically the co-chairs set meeting times/dates.

**Mr. Stafford** would like the issue of unaffiliated members covered, noting that for Buildings & Sites there are 2 unaffiliated members, 1 Democrat, and 1 Republican.

**Mr. Thames** wonders what the philosophy is for selecting members of particular committees and if it is a uniform process. Mr. Pattacini hears that Mr. Thames would like some guidelines and criteria for selection of committee members.

**Mr. Pattacini** stated this will be brought back to the Policy Committee for further review.

**Dr. Kisiel** added that only standing committees were discussed tonight, the others are ad-hoc committees. This is just the beginning. He cautions the Board about talking about political parties, that it can be dangerous ground. He notes the full Board has the opportunity to vote or act on any issue, and decisions are not just made in committee.

**Mr. Stafford** appreciated what Dr. Kisiel said, however he does not want to exclude someone from contract negotiations who may have expertise that might not be on that committee. Mr. Stafford feels having the Chair appoint the committees can be political. By taking those two points out, it would take some of the politics out of the committee and allow those with expertise to participate in contract negotiations and search committees.

**Mr. Pattacini** cautions against the notion of having the full Board select members of the committees. The intent of the Bylaws is to make that process as seamless as possible and it would be difficult for the Board as a whole to appointment committee members. The suggestion has been made for criteria or guidelines for the Board Chair to use in selecting committee members.

**d. New Policy: Non-Discrimination (Personnel)**

This policy is similar to the one done earlier in the year addressing students.

**e. Revised Policy 6212(a) Adult/Continuing Education**

The department of Education suggested changes to this policy, including age changes and credits. There was some discussion about the ages and Dr. Kisiel clarified that these corrections are consistent with the Department of Education requirements.

**f. Revised Policy 6140 Curriculum**

Dr. Radikas suggested updates to this policy to be consistent with current practice.

**g. Deletion of Policy 6142(a)**

Out-dated policy.

**h. Deletion of Policy 6142(b)**

Out-dated policy.

**Mr. Pattacini** heard no objections to or suggested changes to any item other than Item C this evening. He anticipates the items coming back for adoption at the next meeting and Item C being sent back to the Policy Committee for revision. He also seeks other Board member's feedback, as all Board members were not present this evening. Mr. Pattacini thanked the administration and Policy Committee for their work.

**E.3. Grade 5-6 School Construction Project**

**Dr. Kisiel** reviewed that one year ago he asked the Board to adopt the educational specifications for the 5<sup>th</sup>/6<sup>th</sup> grade school and requested the Board of Directors to establish a building committee and authorize the schematic plans and file the 049 application for construction on the project. Because no referendum was done last year, the process has to begin again to take action on the 5/6 school, as well as a new or like-new Waddell and Verplanck. Dr. Kisiel reviewed that the school is named Bennet Middle School in the documents because the state sees this project as an extension of the previous project done there.

**Acting Secretary Cruz that the Manchester Board of Education adopt the educational specifications for the (Bennet Middle School) Grade 5-6 school project and authorize the Superintendent to request the Manchester Board of Directors to:**

- 1. Establish a building committee for the project;**
- 2. Authorize the preparation of schematic drawings and outline specifications for the project; and**
- 3. Authorize the Superintendent to file an application for a School Construction Grant.**

**Ms. Pazda seconded the motion.**

**5/0 – Voted in favor.**

**F. UNFINISHED BUSINESS**

None.

**G. COMMUNICATIONS**

None.

**H. COMMITTEE REPORTS**

**H.1. Policy Committee**

**Ms. Pazda** reviewed the committee last met May 12<sup>th</sup> with Mr. Scappaticci, Ms. Hagenow, Ms. Pazda, Ms. Cruz, and Dr. Kisiel in attendance. The eight recommended policies discussed this evening were reviewed.

**I. PUBLIC COMMENTS** (Limited to items on tonight's agenda)

Mr. Tom Stringfellow, 183 Hillstown Road, supports the Consent Calendar, especially #10. He recommended an article in the April 29<sup>th</sup> *Hartford Courant* regarding juvenile offenders. He spoke about adult ed and that it is important to involve fathers. He feels the building project is on the right path. Regarding the emergency cards, Mr. Stringfellow thinks that is a good policy and it is important to get parents involved. He would like to see a presentation from Dr. Kearney and Mr. Welch to the State Board of Education because they are good programs. He would like a presentation from the Youth Commission. He implores the Board to listen to ideas from the public and he hopes for a better year.

**J. ITEMS FOR FUTURE AGENDAS**

None.

**K. ADJOURNMENT**

**Mr. Pattacini called for a motion to adjourn.**

**Acting Secretary Cruz moved and Ms. Pazda seconded the motion to adjourn the meeting.**

**5/0 - Voted in favor.**

**Adjournment 8:03 p.m.**

Respectfully submitted,

Maria Cruz  
Acting Board Secretary