

WEST HAVEN BOARD OF EDUCATION MINUTES
August 16, 2010
Regular Board Meeting

The Regularly Scheduled Meeting of the Board of Education was held at Carrigan School, 2 Tetlow Street, West Haven, CT on August 16, 2010. The meeting was called to order by Howard Horvath, Jr., Chairman of the Board of Education at 7:00 p.m. and opened with a pledge to the flag.

**BOARD MEMBERS
IN ATTENDANCE:**

Howard Horvath Jr., Chairman
T. Sean Maher, Vice Chairman
Eric Murillo, Secretary/Treasurer
Dorinda Borer
M. Toni Paine
Robert Saley
Mark Palmieri
Patrick Egolum

BOARD MEMBERS ABSENT: Mark Palmieri
Andrew DePalma

ADMINISTRATORS PRESENT: Dr. Anne Druzolowski
Dave Cappetta, Director of Finance

CITY OFFICIALS PRESENT:

**STUDENT REPRESENTATIVES
PRESENT:**

Howard Horvath welcomed everyone to the West Haven Board of Education regular meeting for August 16, 2010. He asked for a moment of silence for Jaquell Jackson and his family. We lost Jaquell in June. It was a very sad occasion. He was a 2009 WHHS graduate. A moment of silence was observed and Howie asked if anyone from the audience would like to address the board.

B. Public Session

Nancy Rossi, 12 Robin Road was privileged to see the play Oliver here they did a fabulous job.

The first topic she spoke on was the article she read in the paper on the student activity fund. She looked at this several years ago under a different superintendent and was told

everybody does it and no one seemed to care. In the past there was usually more than one person. She finds it interesting that only one person is named in this and I would like to know what is being done now to stop this. Normally there should be internal controls in place with someone to review the bills and decide whether or not they are appropriate. I understand you can't change the past but I hope we will go forward and change the future.

She then spoke about the facilities management contract. With Molly and Thompson closing and the idea that we don't have any money, I'm still trying to understand how we can pay more money for a contract than for the person it is replacing. I'm told down the road we will be saving money that is what I was told at arbitration but when I look at their 25 years down the road we haven't saved a dime we only paid more. I would like to know where we are getting the projections from and I would like a copy of them emailed to me. Now, if we are replacing one person and everyone knows who we are talking about, when you add in cell phone usage and mileage reimbursement it is more money which brings me back to point out that city hall has been doing this and I have a problem with that too. With independent contractors independent is the key word and normally they have their own little entity that they run their business out of and they set a fee and pay it and pay their own cell phone usage and their own mileage etc. I have only seen one page and have asked for the bids and everything else so I am waiting for those from finance.

Nancy then spoke about the move from the Blake Building to Orange (Yale West). She asked if the moving company contract go out to bid because it was established at a previous meeting that the BOE has to follow the purchasing ordinance of the city. Any report I have heard was it was over \$10,000 unless it dropped significantly lower it should have gone out to bid. She asked finance if there was an RFP or RFQ but has not received anything yet. Did it go out to bid and the company that it was awarded to I want to know if there was a related party? Was the person who received the bid or contract in anyway related to anyone that works at Blake or are there employees there or owners of the company that have relatives that work at Blake. For full disclosure and transparency I'm not saying there is anything wrong with this but when you don't disclose it that is when you say something is wrong.

I have been in touch with Tom Hennick and have advised the city to do the same. He agrees that we need to set up an indigent policy for FOI requests. The BOE has previously been told to do that and they have not. Right now if you don't set up an indigent policy and somebody goes for an FOI and you don't treat the people fairly they will just give them the documents on your dime whether they are indigent or not until you set up an indigent policy. This has been hanging for years and Tom Hennick will tell you the same thing I am telling you; it's just good planning and you will save the district money if you have an indigent policy in place.

She then asked what the plans for Molloy School were. Is it a storage facility? She contacted the state for information. They said you don't have to wait a year and she doesn't believe there is anything in our charter yet so she is extremely concerned that one

day she will see this on her agenda that they are selling Molloy and I would like to know what this body plans on doing with Molloy because as you know OCR is involved and if you are going to be sued usually they don't want you selling off your assets. Announce to the public what you plan on doing 6 months or a year from now – are you going to turn it back over to the city or are you planning on keeping it, re-opening it as a school, leasing it or whatever. I think we do have a right to know. The board gave thanks.

Patti Fusco, 311 Shingle Hill Rd. stated how excited we are that Congress finally passed a 22 billion dollar Job Bill to bring back teachers, paraprofessionals and educational personnel and I believe police and fire. Connecticut is getting 110 million I don't know how much West Haven is getting but we are very excited. Last Spring we passed out pink hearts not pink slips. This campaign seems to have worked so I am looking forward to seeing how it will play out in West Haven. Hopefully we will be able to bring back more of our laid off teachers and some of our paraprofessionals. The board gave thanks.

Anthony Kresmanski, 1 Robart Street stressed the condition of the outside of some of our schools. (Forest and Carrigan and the Blake Building). He passed out photos. He called the Superintendent about this and his secretary called him back which he appreciates. He was told that Blake was in the process of a move and that the job had been done. He doesn't feel the grass is being cut properly. On the other side of town the schools are beautiful. Is there something wrong with Allingtown? If these guys can't cut the grass right they should be privatized. How can it take four days to cut grass at Forest School? We are paying taxes. One guy will cut the grass and the two men in the truck will start to weed whack once he is finished and he will sit in the truck. Once finished he should go on to the next school. You don't sit and wait. He discussed the various pictures he passed out to the board and the problems he saw with them. The board gave thanks.

Public session closed at 7:20 PM

C. REPORTS

C.1. Administration/Status of Schools

Dr. Anne Druzolowski said Neil is here in spirit and we hope he enjoys his week off. Jon Capone has been very instrumental in making sure that the movement of the buildings, materials, supplies and repair to the buildings and set up for the new 5/6 school as well as the 7/8 has gone through. He has been honchoing this through for all of us. Jon has been asked to give us a status of what has been done so far this year. Thank you.

Jon Capone gave an update on the projects at Bailey and Carrigan. Neil asked him to help out on this project plan mainly for Carrigan and Bailey approximately six weeks ago. He will give a report on these two schools tonight to board members. Board members who did they walk through earlier tonight have seen what we will be talking about.

He talked about a punch list that they have been going through at Carrigan and Bailey and stated if there are questions please feel free to ask them.

Carrigan

Computer Room is finished, updated and ready to go

Classroom B128 totally remodeled and ready to go

Lockers in need of repair were sent out for a low quote and Company will be here Thursday for a one day job.

Painting has been done in and out with some touch up on doors. Frank Paolino wanted some things done inside and that has been done.

Bailey touch up will be done Wednesday morning by our painters

Reading room just about done. This was the shop class that was converted to the reading room and the lights will be redone and are coming in this week and hopefully be done by the end of the week. Ceiling tiles will also be replaced.

The plastics room next door is completely done and is now a storage room

New shades in all classrooms have been done except in the reading room which will be done by the end of the week.

Eric Pimer the head of traffic met with Frank Paolino, the principal to go through the traffic issue with the buses coming in and the cars with the drop off in the morning that will be in the back of the school. A route has been established and a fence was taken down today so the traffic can get through quickly. A boulder will be moved tomorrow morning to a grass area so cars can do a loop. Painter can do the arrows so they can set up so traffic will be a nice steady flow in and out. Frank and Eric will go over all this again at the meeting.

There is a small punch list still going on and Wayne Limosani is here doing this.

On Wednesday the new aluminum Carrigan sign arrives and will be installed by the company hired to do this.

The outdoor area was a major job and we started doing some things in house and didn't have the manpower to take it all on. Beth Sabo was contacted and there is a grant in town for the Allingtown section to clean up some things. We did some trimming in the back and front. Harrington Tree Removal has the contract. The PTA is organizing a clean up on August 28th with volunteers. Bert Sinclari is in charge of this and we are looking for volunteers to help out. We are talking about coming in with some weed whackers, broom, and shovels to clean up the curbs and things like that.

There were no questions so Jon proceeded to talk about Bailey.

Bailey

Val Bruneau has been moved upstairs and her office is complete except for a couple of minor things that will be done this week. We are in the process of getting those rooms air-conditioned with air conditioners from Thompson and Molloy that were moved over. Phone lines will be installed this week for the four rooms upstairs.

The company that will be here to do the lockers has been hired and will be here and at Carrigan. We can't do this all in house due to a manpower issue. 60 lockers from Stiles were moved to the second floor and will be installed in house next week.

The shop class was moved from Carrigan to Bailey and is complete and ready to go. The electricians were here today hooking up the power.

The computer lab is done

The whiteboards at Bailey and Carrigan are ordered and we are waiting for them to be delivered and installed. This has been contracted out. It will only take a day or two at each school.

All doors at Bailey are painted inside and out. The low bid went to a company in New Haven. Three quotes were given. They are in the process of painting them a Westie Blue color. Tony requested this color and I personally thought it was a good color too.

Our painters will be at Bailey hopefully on Wednesday for a punch list from Tony for some minor painting that needs to be done around the building that he wants our guys to do.

On Thursday I set up a meeting for Tony about the Bell System. The lunch waves were added which will throw off the bell system from last year. This will be done on Thursday morning at 8:00 AM.

The pavers in the front of the building have been changed. Pavers were donated by Sound View and our guys installed them. Perhaps we can have names put on the pavers and get the PTA involved in this with Tony.

Tree trimming has been done in the front of the school about 90% in house and Harrington doing a little of it.

We will reseed in the front of the building. We have two quotes and need three and the low quote will get it.

There is a meeting Wednesday morning at 9:00 AM with Tony, Eric Pimer and Craig Winkle to go over the busses.

Jon asked if there were any questions.

Rob Saley appreciates all the stuff Jon has done. He asked if all the doors at Carrigan were done like they were at Bailey. Jon said no we didn't think it was that high of a priority. They did some of the doors but not all of them. Tony thought this was a high priority. Rob would like a list of the names of the contractors and the total amount that we paid them and what line item that it has come out of. Jon said Dave Cappetta has asked him to keep track of all these bills whether we are buying for in-house and what we are getting for our own guys and whether we are subbing it out. I am to keep it in a folder for the summer so we can go directly to that folder so we know what we spent during the summer to get the schools ready. Rob asked to have this put on an Excel Spread Sheet. Jon said yes we can after we get all the bills and final invoices in after Labor Day.

Jon said he never really worked with the guys in the maintenance department and the construction crew but he complimented them. He thought they did a great job. Mike McGrath didn't take a day off all summer. Not all our guys in house did take their vacation time; they had more time coming but everything got done. He complimented the custodians at Bailey and Carrigan and all the maintenance guys for everything they have done it has been a pleasure working with them. Applause.

Eric Murillo asked who makes the decision on the re-routing of the bussing at Bailey. Jon said this is why we have Craig Winkle, Eric Pimer and Tony Cordone to meet to discuss these issues because there are a few more busses over at Bailey this year more than last year.

Eric said there will be problems with the parents dropping off their kids with their cars. Jon said at Bailey you have a natural horseshoe Eric said not really we need a real horseshoe there. Jon said maybe we can talk to them about that because I don't think it has been addressed. Jon will remind them about this on Wednesday.

Dr. Druzolowski addressed the call backs that were put in for approval today. The elementary secretaries have returned last Thursday. We are able to take in kids for registration as well as withdrawals. Once in place we are looking at the kindergarten enrollment. This would be one of the key areas with this Job money we would look at perhaps hiring back. We want to keep the class size down at the elementary level and we see this as a key area to really pay attention to. We will wait to see where our numbers fall out and perhaps make a half time position a full time position or where we need to find another space for a kindergarten or not. Enrollments look pretty good but we might see some changes now that the secretaries are in place.

Howie Horvath said as he looked at the bill coming through he was hopeful that we might be able to ultimately put some of our master teachers our very best exemplary teachers in roles to support other teachers for their development. Anne asked if Howie was referring to the Job Bill right now. He said the fact that there is more money to hire people. Anne said she would go right into the Jobs Bill right off then to give you a better idea. The first thing she did was to read a from the Commissioner earlier this week verbatim which pretty much says it all but then I will give you some background information.

The exact letter is scanned to the next page.

Read on Monday's mtg.



STATE OF CONNECTICUT
STATE BOARD OF EDUCATION



August 12, 2010

Dear Superintendents,

As you may be aware, the recently enacted jobs bill provides \$10 billion to support an estimated 160,000 education jobs nationwide. The bill makes available approximately \$110 million to Connecticut's Local Education Agencies (LEAs) for education job creation and/or retention for the upcoming 2010-2011 school year.

While there is an expectation that both the U.S. Department of Education and the State will expedite this funding quickly to LEAs, we are still awaiting federal guidance on distribution and use of funds; and clarification on state-specific Maintenance of Effort requirements.

Please know as soon as we receive and review this information, we will notify you about next steps and timelines. It is our hope to update you by early next week with more specific information.

Sincerely,

Handwritten signature of Mark K. McQuillan in cursive.

Mark K. McQuillan
Commissioner of Education

P.O. Box 2219 • Hartford, Connecticut 06106
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Ann said in listening to a conversation with the Secretary of State and State Department to people who called in when the bill was passed who asked questions relative to the Job Bill what is happening right now is that there are guidelines. This is what they are doing right now as well as creating the State's application process. The state applies for the money. Until this is in place you don't get to see any of the money at the state level. Now they have to decide which type of formula they will use to distribute that money across the state. There are two options. They talked about using population or backing it into the Title I formula. Districts such as ours will benefit much more from the Title 1 formula. The state will make that decision after receiving guidance from the Dept. of Education as to exactly what they have to put in that application. The money then would be coming to us. The anticipated date for the application is two to four weeks so we might be talking about the end of September but I would gather it would be closer to the middle end of October.

The money is to be used to help districts that had to fire or release so many different teachers especially where teacher student ratio is high. A lot of states have student teacher ratios of 1 to 40; we are not in that situation. The money can be carried over. I will be going to represent the superintendent to the commissioner's office for the opening statement on Wednesday. I don't anticipate anything new at that point. It has to be used for school based staff. It can not be used for central office or administration. We hope they use the Title 1 formula because that would be more advantageous to West Haven.

Howie said fundamentally that is a good thing especially what we know is coming down the pike; at least what we anticipate. So it sounds like the answer is yes if you are so inclined. The idea of using it to create some support staff for teachers to address development; maybe even administrators thinking about how we support them and create a pipeline. Anne said yes but she doesn't want to be quick to spend the money she wants to look at a whole perspective and look at next year; we can't be short sighted in all of this as we are planning out our budget. What is realistic now and what will be realistic to be able to assume that we need for next year. We make some really sound data backed decisions on what we can do with it. Coaches for teachers was a piece in there with the emphasis on trying to rehire and lower class size as much as possible where feasible.

Dorinda asked the latest date she feels comfortable in opening a new class. Anne said with the anticipation of the money you can certainly open a new class. With local agencies because they have been told they are getting the money they open up where the most need is. Is that what you said you and Neil are working on now a potential plan to possible open up classes? Yes. When do you think you will have that for us? Anne said you can't know that until you have the registration to see what our numbers look like. There are a couple of possibilities of half time kindergarten teachers that look like they might be full time but now we are just cautiously looking at what we have for registrations. We have a short list ready to go and the long list we will have to wait.

Dorinda said Neil mentioned something about having funds without the additional funding coming where he identified an area where we might have potential savings to

bring back a teacher or two. Anne asked if he was speaking about excess costs but really did not know what he was talking about. There may be that there is a savings in some areas but right now we don't have any new money that we know about.

Dorinda asked if they would use last year's Title 1 data or this year. Anne said they would use October 1st of last year as it is always a year behind. A formula has been set up at the State Dept. which has been approved by Washington which they can pump in. Anne said we have been connected to State Representatives as well as to people that are advocating for the Title 1 formula so we have made all the right connections and voiced our concern. Dorinda read somewhere that they can not use it for administrators. Anne said we can not. OK. If you were to hire an assistant principal or principal you could use it but that to me is a stretch. Anne said we have a need for teachers.

The move to the Yale West Campus will take place on Wednesday, Thursday and Friday in different stages. We will be permanently settled by Friday. Nothing has happened to cause me to give you more information. Things are going smoothly. We are only bringing what is needed because we don't need furniture. We will take our materials and supplies. There will be access to the Blake Building.

Rob asked for a list of the costs to move the whole thing. I hope that we don't just let Blake go into disrepair and we have our maintenance guys cutting the grass. Anne said absolutely that is in place. Some things are still being worked out to insure the maintenance and security of the building.

Anne gave a general summary of the AYP results and said at the next board meeting each one of the coordinators including Special Ed and ELL will give a detailed analysis of the data received on the CMT and the CAPT. The trend is up and we were pleased with the movement. Nothing is going down it is in the right direction. Adequate Yearly Progress always gets people nutty but while we are still a district in need of improvement we are moving in the right direction and are quite pleased. Is it where I want it to be no but will it be there yes. I will share some of the results with you tonight.

AYP means when a school or district doesn't make progress for two years in a row in the same subject area then they are identified in need of improvement and the bar continues to get higher and higher. Each year you have a change in what is going on and you have schools that go in and out. This is not matched data so that the kids tested in third grade this year are a different group than were tested last year so you can't do a cohort match. Districts that do not make AYP for two consecutive years in a subject area and in all grade spans are identified in need of improvement. We maintain that status.

Safe Harbor is a way to support schools and districts where from last year to this year their percent of students who in fact have made the proficiency level has increased by 10%. We have several schools that have done that in certain subgroup areas. The district was identified in need of improvement primarily in the area of reading across all sub groups in two consecutive years across the grade span as well as the subject area. We are not in need of improvement in mathematics. The sub group data is your economically

disadvantaged, you sub group ethnic racial composition break down so you will have your Black, Hispanic, American Indian and several different sub groups such as that and ELL population. This data gives you a good insight as to where you might be missing the boat. I have been talking about high expectations for most students and the teachers have really come through because in most of our sub groups we have seen the greatest growth and when you start seeing the growth with groups such as your economically disadvantaged and your minority populations that is saying that your staff is truly doing what they should do and are making sure that all students are learning at the same level.

Subgroup data showed similar trends:

Listing follows on next page.

Subgroup data showed similar trends:

- Increasing percentage of youngsters improving significantly over last year in both reading and math (3-8). Last year, we did not meet AYP in mathematics and this year we did; conversely, in reading, we increased percentage of youngsters who were proficient, however, we still did not make AYP (79% required, we had 74.6%).
- Significant increases in percentage of youngsters improving over last year in mathematics, in part, we believe, due to a concrete curriculum, staff development and pilot programming.
- Increasing percentage of youngsters within subgroups performing at or above proficiency. Economically disadvantaged in reading increased significantly and students with disabilities increased significantly, especially in 3-8.
- Safe Harbor achieved within subgroups by more schools over last year.
- More schools reaching targets.
- AYP targets met in writing in all schools.
- Participation rate AYP target met in all subgroups in content areas.
- CAPT results indicated flat growth, but concern about math decline in high school.

School contributions:

- Over 90% of schools showed/demonstrated consistent growth in both subgroup and whole group.
- Bailey saw significant growth in all areas in made AYP in all areas, in all subgroups.
- Forest demonstrated growth in mathematics, with emphasis on economically disadvantaged and black subgroups.
- Savin Rock demonstrated significant growth in mathematics black subgroup and made AYP in both black math subgroup as well as white reading subgroup.
- Molloy made considerable growth in Hispanic math subgroup.
- Washington made growth in math subgroups for Hispanic and economically disadvantaged.
- Pagels made Safe Harbor within the economically disadvantaged subgroup in mathematics.
- Mackrille made AYP in all subgroups adding economically disadvantaged subgroup in reading to complete the progress.
- Haley made safe harbor in math and reading for the economically disadvantaged subgroup.
- WHHS had two subgroup improvement: black reading and mathematics.
- Carrigan demonstrated consistent improvement in all subgroups.
- Thompson improved subgroup proficiency data for the Hispanic subgroup in reading.

We will get into the strands and the format for the strategy pieces we will be implementing. She can't say enough about the support for everything we have been doing from an educational perspective. She thinks that the five years we put out there as stay the course is going to pay off it already has. Your teachers and principals are on board and getting better with every step that we take. I can't thank you enough for hanging on with us it is not an easy task. We will be a district in need of improvement for awhile it just says we will work harder every step of the way. Anne asked if there were any questions.

Howard Horvath asked if Anne believed that the math coaches were able to make a significant contribution. Absolutely they provided that content area support to the classroom teachers and they are getting better because we were part of a grant that ACES got an innovation grant and they will get further training this summer for the next two years. A certification is coming up at the State Dept within the next two years for math master coaches and these two coaches will be right there. Howie said you mentioned that we can't do a cohort match which is to say we can't look at a cohort of students over time and my question is do you believe that would be valuable. Anne said she can do that personally to look at that data. We will be doing that with a small subgroup so we can start seeing the effects of that. I'll wait until we get another year under our belt so our third graders will have three years in the new curriculum. Now it would not be fair to the data. Howie said he senses that this is where this is heading and we will get ahead of the curve on that. Absolutely.

Dorinda said the math scores were very impressive and is glad they will be tied out to the pilot programs because she was wondering if we would see that direct correlation to those classes. Anne said that is what she will look for. Dorinda said the reading scores weren't impressive and asked what our aggressive plan will be for next year. Anne said we already started. We are re-examining the curriculum and resources we are using to teach reading. One of the biggest factors in all of this is the use of non fiction. When kids get to the high school and they don't know how to use that information and access the information in textbooks we missed the whole ball and you can't teach it in high school. They have to learn how to take non-fiction and dissect it, use it and stretch their thinking.

A directive went out from my office four weeks ago to review current text in reading – it has been almost ten years and typically for resources in the area of reading you revolve those every five to six years. I saw our need to spend the money in math and now we are looking at reading K-5 with a roll out between 18 months and two years. Oral language development and retelling for our ELL population is another piece. I am not real thrilled with what we are doing in ELL in the past. We are moving forward with that and it will have a significant effect on our kids being able to comprehend the written word and start to make some generalizations. We have strengths and we need to build them up. Reading is very tough when you have a population that is so diverse.

Dorinda asked if a student doesn't meet the goal do you identify this and put them in a plan next year. Yes all of that goes forward. Under SRBI our teachers have record keeping coming out of their ears. There is a lot of detail passed on to the next teachers. This is the least of my concern and the resources to support them and give them extra help is the least of my concerns. My biggest concern is the time factor. That resource I can not give the staff and I have to be very much aware and cognizant of the fact that this year they will be implementing the second year of a new curriculum with new resources. It is a big job so I have to think carefully of how we implement the reading piece of it.

Dorinda said Mackrille and Molloy have met AYP. What in your opinion sets those two schools apart? What did they do differently? Is it the students, the families, or can you say socio economic factors. Anne said she will have that data presented to you in two weeks. Some data supports a lower number of class sizes. There are some strategies that were used that we certainly can use. Mrs. Biagetti pushed non fiction and looking at those kids in other subgroups rather than assuming they are learning as well as the other kids. I would prefer that our reading arts and language consultant discuss it with you. Dorinda said she thinks the class size does have a direct impact. Savin Rock still has one of the highest class sizes and is one of the lowest scoring schools hopefully we will put emphasis there. Yes, absolutely and I was really pleased with their improvement this year. Dorinda said they made great strides. Anne said the data is moving in the right direction we don't have flat, no change data any more.

Howie had a question on the professional development that we have done. His understanding is that there is money enough to continue that. Yes absolutely that has to be funded and it is required by law to use that Title 1 dollar for district wide school improvement. That is secure because if we don't give those resources to teachers it is like putting you on a job without tools and that is not fair.

Dorinda asked about the training in some areas like sexual harassment and family medical leave training and hazmat. Do we have a plan to implement that this year? Anne said that is a good question and every year they do this type of professional development as a natural even restraint training is a regular type so I can make note of that and will give you a run off from Protraxx of exactly what we have given.

Dr. Druzolowski said that Larry Ainsworth has just finished his last book and will be released this month I believe. West Haven is highlighted in a couple of chapters about how we have taken all we have done in instruction and how we are a model for implementing something from a bigger prospective than just doing the workshops and going home. That is exciting and the publisher will send us free copies.

Howie said that is great news congratulations. This is very exciting. He thanked Anne and continued on to board reports as there were no student representatives at the meeting.

C.1. c. Board

Dorinda said we had scheduled the board meeting to travel around the schools so we can give the parents the opportunity to have access. I know we had a problem with the equipment. Howie said he thinks it is solved. New equipment is being tried out during this meeting. We will know after this meeting. Once resolved I can send this information out to all the PTA Presidents and the Council so that they can invite the parents and family members of that school to the meeting.

Dorinda asked when we would talk about the plans for the future budget and questions on the present budget.

Toni asked if she could read a paragraph first it might help. She read the following:

Budget Report

Our financial department and the superintendent met with the city last week and declared our budget in balance.

The year end budget process will continue pending audit and further review following audit.

The excess Cost Grant and One time Special Ed transportation grant totaled \$1.9 million and the excess \$522,000 was not necessary to balance the budget. (The BOE received what was due from the City in regard to funds sent to the city which were related to education).

Expenses which were related to Special Ed exceeded the budget figure and the grant helped to cover expenses.

The Finance Dept is working on setting up the budget for the next year (FYE 2012), bus as I have mentioned, we will not have exact figures to compare and project until the audit is completed.

Dorinda's question was answered.

Dorinda asked a question on custodians. A report showed we had available \$124,000 but we were over budget in substitute custodians so I was wondering. Dave Cappetta said we are still checking those two accounts to make sure all the entries were coded correctly and there wasn't a miscoding. We are just double checking.

Howie asked if she was referring to the budget in the packet. Yes. He then asked if that format was OK. Yes if we could get it more frequently. Howie said we can expect this on a monthly basis and this will help us as we go forward. This is an end of the year report so it can be a little neater and if we have questions we can raise them early in the year. Dave said yes. Dorinda asked if the \$475,000 we are short on Worker's Comp was Worker's Comp part of that true up. Correct. Who is our Worker's Comp carrier? CIRMA (Connecticut Inter Local Risk Management Agency.) Do they do any training? They do and Jolene schedules them. In the supply accounts it showed we have quite a few funds available and I don't know if that is because the bills haven't come in yet. Was there an opportunity to use up the media supplies funding and curriculum improvement, the library books left over? Is it too late to spend that? Dave said we are looking at these accounts to make sure every expense was properly coded. OK

Howie said if you look at the total on the last page it says at this point we assume those encumbrances are going to be used to come to zero. Dave said correct.

Dorinda asked what the equipment and supplies activities account was – the last one on the last page. Dave said that is the athletic department. Did we overspend in that account by \$46,000 or is that a possible coding error also? Dave said right now it shows that it is over \$46,000 but again we are looking to see that it has been properly coded to the right expense. Historically that account has always been high.

Dorinda said that Nancy Rossi brought up the article on spending outside of the guidelines and if we are spending \$50,000 more than we budgeted I don't see this as any different. Isn't that kind of like going out of the guidelines? I want to make sure we are applying these practices universally across the board. It is no different spending \$50,000 more than you were given. Anne said she wants to bring us back to what Dave talked about last year. This was the first year we could actually use actual figures to compute what our budget would be for the next year. This was never done. So when David says that is traditionally 45 that is why he built in more money and he did that because we did not have a true read on what our expenditures were. That is why we have what is going on now. This will get better because we are using actual expenditures which has not been done before. Dorinda said but if I'm responsible for that budget and given a \$100,000 budget to manage a certain aspect I know not to go over \$100,000. Dave said there are expenses within that figure that possibly were booked to that line item that were not the responsibility of that department head. We are also trying to combat that by monthly meetings with the principals and department heads for their respective budget. This year by meeting monthly we can nip that in the bud. Dorinda said she is just trying to understand how this works and if someone in particular manages particular accounts then they are responsible for making sure we don't go over. This comes with education; in the past department heads and principals have had no real mechanism to watch their budget

and we are trying to give them more access to the financial management system so they can monitor their budget figures. Prior to this department heads never had any responsibility for their budgets. Dorinda said she is glad we are putting mechanisms in place going forward but everybody who is responsible for these budgets should be tracking somewhere, somehow what we are spending. Dave agrees with her.

Toni Paine commented that at the last meeting and previous meetings we are getting these reports and we will continue to get them and please be advised that you are looking at figures and many of these figures might look like there is an excess amount or something left in the account. There is not. Traditionally there are bills that don't get paid for two or three months later. Not that the figures aren't accurate but according to the date or the time if you are looking at it now that money may not be there so just be advised and be aware of this.

Howie asked when this will be final – after an audit? The audit will close by the end of the year and Dave is working with the auditors now and they are testing all the data so hopefully by the end of September.

Rob Saley asked everyone to review the integrity policy they received as they will be discussing it down the road. Bring Rob your comments and we will discuss it at that meeting. He also said he is meeting with AFB to discuss what their roles are and the costs. If you have any ideas or questions please give them to Rob so that he can ask those questions in the meeting. Rob asked about scanning items back to back or double faced and was told it was problematic.

Dorinda asked can we set and confirm what happens to the BOE buildings when we vacate them. We have heard that they turn over in a year. We heard Mr. Carney say no they turn over immediately. We heard well it is really up to the board. We need a definitive answer on that.

Rob said the definitive answer I received from David Wedge who works for the State Facilities Board was that it is a local issue and is dependent upon the school system and the legislative board or the mayor; it has nothing to do with the state. He has retired since He told me this. I have made two calls into his office to see who I can now talk to about this and will make sure I get that confirmation again this week. I'm going on his premise that it is a local issue and the state doesn't say it is a year or ten months or ten years; it is our decision. Dorinda asked if he looked in the Charter. Rob saw nothing in the Charter about disseminating the properties that we own. Dorinda said so we can keep the buildings for five years if we chose to carry them. Rob said we can keep them as long as we want were his words and I will confirm it again.

Dorinda asked about the facilities management contract and Rob said it will be discussed not this Thursday but next Thursday the 26th of August. Dorinda asked how are we paying for this contract – where is the money coming from? Is it coming from Joe Yacono's salary; if so how much is Joe Yacono's salary and if it doesn't equal the \$161,000 where does the other money come from? Rob said when Neil comes back I

will have an answer. I am not involved in the day to day operations. The meeting is in ten days. Dorinda said I would think we should know before we spent it and Toni said maybe that is what the meeting is for. Rob said he will make sure he has an answer by Monday a week from today. Howie asked if we will receive a copy of the contract. Yes all members will receive a copy of the contract. Howie asked if they will be able to meet these guys. They will come before the board once a month in a small meeting.

C.1. d. Committees

D.1. Approval of Minutes

D.1.a. West Haven Board of Education Parent/Community Relations Committee Meeting held at the Blake Building, 25 Ogden Street, West Haven, CT on July 19, 2010 at 6:00 PM (Enclosure)

Rob Saley made the motion to approve the minutes D.1. a
Sean Maher seconded the motion
All board members present were in agreement
Minutes D.1.a are approved

D.1.b. West Haven Board of Education Regular Meeting held at the Blake Building, 25 Ogden Street, West Haven, CT on July 19, 2010, at 7:00 PM. (Enclosure)

Rob Saley made the motion to approve the minutes D.1.b.
Patrick Egolum seconded the motion
All board members present were in agreement
Minutes D.1.b. are approved

D.2. Resignations: (Certified)

10-68 Matthew Taber, Science Teacher - WHHS
Effective: End of the 2009/2010 School Year
Reason: Personal

D.3. Resignations: (Non-Certified)

10-69 Margaret McDonough, Literacy Aide – Washington School
Effective: July 30, 2010
Reason: Personal

10-70 Renu Asthana, 3 ½ Hour Cook – Thompson School
Effective: July 26, 2010
Reason: Personal

Sean Maher made the motion to approve items D.2. 10-68 through D.3. 10-70 inclusive
Rob Saley seconded the motion
All board members present were in agreement
Items D.2. 10-68 through D.3. 10-70 inclusive are approved

D.4. Leave of Absence: (Certified)

D.5. New Hire: (Certified)

10-71 Kimberly G. Wesler, 2 Silver Birch Lane, Clinton, CT 06413
Preschool Special Education Teacher – Mackrille
Effective: August 24, 2010
Salary: \$42,512.06 Step 5 BS+30

Rob Saley made the motion to approve D.5. 10-71
Patrick Egolum seconded the motion
Discussion: None
All board members present were in agreement
Items D.5. 10-71 is approved

10-72 Dana A. Martinez, 485 Kelsey Avenue, West Haven, CT 06516
Assistant Principal – WHHS
Effective: August 17, 2010
Salary: \$93,137.67

Rob Saley made the motion to approve D.5. 10-72
Patrick Egolum seconded the motion
Discussion: Toni Paine Abstains
All remaining board members present were in agreement
Item D.5. 10-72 is approved

10-73 Valerie Cosenza, 15 Park Ridge Road, West Haven, CT 06516
Nursing Assistant Teacher – WHHS
Effective: August 26, 2010
Salary: \$42,615.28 Step 6 BS

Rob Saley made the motion to approve D.5. 10-73
Patrick Egolum seconded the motion
Discussion: None
All board members present were in agreement
Items D.5. 10-73 is approved

10-74 Scott J. Lee, 87 Knorr Road, Monroe, CT 06468
Science Teacher – WHHS
Effective: August 26, 2010
Salary: \$42,615.28 Step 6 BS

Rob Saley made the motion to approve D.5. 10-74
Patrick Egolum seconded the motion
Discussion: None
All board members present were in agreement
Items D.5. 10-74 is approved

D.6. New Hire: (Non-Certified)

10-75 Beth Creegan, 231 Second Avenue, West Haven, CT 06516
3 ½ Hour Cook – Living Word School
Effective: August 31, 2010
Salary: \$11.75 Hourly

Dorinda Borer made the motion to approve D.5. 10-75
Rob Saley seconded the motion
Discussion: None
All board members present were in agreement
Items D.5. 10-75 is approved

D.7. New Business

10-76 Eleven teacher recommendations for the 9 – 12 Department Head Assignments for the 2010 – 2011 school year.

Patrick Egolum made the motion to approve D.7. New Business Item 10 -76
Rob Saley seconded the motion
Discussion: None
All board members present were in agreement
Item 10-76 is approved

10-77 Eleven Team Leader Positions for Bailey Middle School for the 2010 – 2011 school year.

Sean Maher made the motion to approve D.7. New Business Item 10 -77
Rob Saley seconded the motion
Discussion: None
All board members present were in agreement
Item 10-77 is approved

10-78 40 Elementary Unit Leader Positions from principals at the elementary schools for the 2010 – 2011 school year.

Rob Saley made the motion to approve D.7. Item 10 -78
Patrick Egolum seconded the motion

Discussion: None
All board members present were in agreement
Item 10-78 is approved

10-79 Approval of the AFL-CIO, Local 1103 (CWA) Communication Workers of America Contract

Rob Saley made the motion to approve New Business Item 10 -79
Patrick Egolum seconded the motion
Discussion: None
All board members present were in agreement
Item 10-79 is approved

10-80 Participation in the National School Climate Survey 2010

Sean Maher made the motion to approve New Business Item 10 - 80
Rob Saley seconded the motion
Discussion: Dorinda asked if one person responds on behalf of the district or do we encourage as many people as we can to respond. Howie said they solicit the entire community it's a large group response. Dorinda asked if somebody was taking the lead on that effort. Howie is happy to. Dorinda said we can do this under parental communication too. Howie said yes I think it lends itself to getting more information.
All board members present were in agreement
Item 10-80 is approved

F. Informational:

Howard Horvath asked if there were any questions under informational. There were none.
Howie asked for a motion to adjourn the meeting.
Sean Maher made a motion to adjourn the meeting
Rob Saley seconded the motion
All members were in favor
The meeting ended at 8:40 PM

Respectfully submitted,

Marylou Amendola,
Board Secretary