

**WEST HAVEN BOARD OF EDUCATION MINUTES**  
**June 4, 2012**  
**Regular Board Meeting**  
**Council Chambers**

The Regular Meeting of the Board of Education was held in the City Council Chambers of City Hall, 355 Main Street, West Haven, CT on June 4, 2012. The meeting was called to order by Mark Palmieri Chairman of the Board of Education at 7:00 p.m. The meeting opened with a pledge to the flag.

**BOARD MEMBERS**

**IN ATTENDANCE:**

Mark Palmieri, Chairman  
M. Toni Paine, Vice Chair  
Patricia Libero, Secretary/Treasurer  
Dorinda Borer  
Betsy Davis  
Patrick Egolum  
Robert Guthrie  
Cebi Waterfield

**BOARD MEMBERS ABSENT:** Eric Murillo

**ADMINISTRATORS PRESENT:** Neil Cavallaro, Superintendent of Schools  
Anne Druzolowski, Assistant Superintendent  
David Cappetta, Director of Finance

**CITY OFFICIALS PRESENT:**

**STUDENT REPRESENTATIVES  
PRESENT:**

Chairman Palmieri welcomed everyone to the June 4, 2012 Board of Education Regular Meeting.

**B. Public Portion of Meeting**

Mark Palmieri stated the public portion is open and asked if anyone would like to address the board.

Pam Gardner invited everyone to the public viewing of the transit of Venus on June 5<sup>th</sup>. Venus will be traveling in front of the Sun tomorrow evening between 5:30 and 7:00 PM. The astronomy students would like to invite you to the public viewing in the high school tennis court parking lot from 5:30 until 7:00 PM . You will be able to see Venus at 6:07 PM. They will have

five stations with 10 solar glasses, a telescope station and a binocular station. You don't need to bring anything and it is fun for all ages. Feel free to join us.

Dana Martinez, 485 Kelsey Avenue said on behalf of the WHHS PTSA I want to publicly thank Gary Grant who is the head of our shop department who volunteered to drive the float in the Memorial Day Parade for the Little Miss Westie Pageant which raised about \$5,000.00 for some organizations at our school including pageants, graduations and our kids in the Space Program. We want to thank him publicly for volunteering his time on the Memorial Day Weekend to drive our float for us.

The board gave thanks.

There were no other speakers.

Public session closed at 7:10 PM.

## **C. REPORTS**

### **C.1.a. Administration/Status of Schools**

Superintendent Cavallaro started with the presentations. Board Member Cebi Waterfield made the board aware of the following presentation at a recent board meeting so Neil asked her to come up and stand with Kyla LoPresti, a seventh grade student from Bailey Middle School had her book Flashback Published. Neil stated that a copy of it has been purchased and we thought it was very appropriate to honor Kyla tonight because we think that is a great accomplishment.

Kyla talked about her book and said she began writing her novel at the age of eleven because writing is her passion. The biggest lesson she learned from writing the book is that her goal is attainable. She wanted to write and publish her book before she became thirteen and she did just that. Whether it is writing a book or some other goal if you just believe in yourself you can achieve it. Pictures were taken with Kyla and her family and with Neil Cavallaro and Cebi Waterfield. The board gave thanks.

Neil said the next report is about the PACE Program at WHHS which is in its second year and Mrs. Dana Martinez will talk about the program and some of the great results we have been getting from it. Neil said all of the PACE Students here tonight have volunteered to be here because they are doing very well in the program and believe in it.

Dana Martinez and Liam Leapley discussed the program and thanked the other people involved in the program; teachers Melanie Deninger and Bernice Lattanzi, para Leona Tremblay and special volunteer Joe Winters.

The motto of the program is we think outside the box. When they examined the data from Freshman Academy they found that it was working for most kids but there was still a significant group of kids who were not finding success with Freshman Academy. We looked at those kids and analyzed the data and asked why these kids are not succeeding. Many had severe attendance problems, behavioral issues, cutting classes and in general were very weak in basic skills. The common thread that held these kids together was that they were really kids who were completely

disengaged in their education. We needed to do some intensive intervention to get these kids re-engaged in their education.

They came up with some ideas and asked Mr. Leapley to join them in their program. We recruited an English and Math teacher and came up with the idea of the PACE Program that we decided would be a really outside the box approach to education.

There are 36 students who have been serviced by this program this year. Two of the students Justin Midgette and Casey Quoka talked about the program and how it has benefited them. Patti Fusco has put the presentation on the website so everyone can learn about the program. The board gave thanks.

### Questions

Dorinda asked if this is for grades 9, 10 and 11. Traditionally they only take 9<sup>th</sup> or 10<sup>th</sup> graders. Most of the students are in their second year but if they have a student who has made it to 10<sup>th</sup> grade credit wise and has not been able to pass Math and English it is a pretty good indication that their basic skills are not there and we did take one 11<sup>th</sup> grader this year because he was struggling so much in both Math and English.

Do you have plans to track it so that you can have data as to what happens in year two after they leave the program or in year three? Yes, this year at the high school we have an advisory program and Ron Luneau volunteered to take last year's PACE kids as his kids this year and met with them every other week to make sure they are staying on track. We had our very first graduate who is a special ed student who just graduated from Adult Ed last week. Dorinda said it is an awesome program; you guys did really great! Mark Palmieri thanked Mrs. Martinez. He also thanked the boys and girls for doing an excellent job and is very glad they are doing so well. It shows with a little hard work and focusing you can do a great job. He also thanked Joe Winters for his time and efforts. Pictures of all the students were taken with everyone involved with PACE.

Neil said a few months back we had a meeting about our policies and getting them on line and we have accomplished that so we no longer have to monitor or change and keep addressing the big books. Toni Paine was a big part of this and we are now part of the CAFE online services. Toni wanted everyone to note something before Patti began. Toni said Patti will present to the board the online policy form that is up on the website. We now are able to put a key word in like harassment and all the policies that pertain to that will pop up. It should make things simpler and give people easy access toward policies. The link they will be using is [policy.cabe.org/westhaven](http://policy.cabe.org/westhaven) and you can also reach it on CAFE. Patti will show us the new policy pages and she wanted everyone to know that policy 5118 form 1 needs to be updated with our new address information. The change is being sent to CAFE if it hasn't been sent already and we will also send any other updated forms if we have to.

Neil said we will send it to CAFE and it will be online and we will not longer have to make sure all the books are changed and everything will be constantly up to do which was a concern that we raised back at the policy meeting a couple of months back. This will make it easier for employees, parents and students to access any of our policies or find out what the rules are.

Patti said you can put anything into the subject line or search box and it comes up with the policies and other policies that are related to it. It is really very nice. Neil said the important thing is the key word because prior to that you would have to literally look through every one of the sections of the manual so it was very difficult to follow. This is very user friendly for anybody who wants to look at something very specific and not read the entire manual. Patti said it takes less time to use this and asked if there was anything anyone wanted to look at. The board gave thanks.

Neil said The Business Network will do a year end wrap up for the final presentation tonight. Our IT people have really brought us into the 21<sup>st</sup> Century and are keeping us in the forefront of technology.

The Business Network people will talk about many of the things that were done this year and what is planned for next year and they will update everyone on the BYOD (Bring Your Own Device) and where we are with that and how we have already started to implement this as a result of the conversation we had on some of those types of initiatives.

Jeff Grande said there have been a lot of changes that affect not only technology but education technology and specifically how it relates to the West Haven School District. One of the biggest changes affecting all districts is the use of wireless and ubiquity of ipads, tablets, kindles, laptops etc. that are not necessarily BOE assets. Now students bring in their own devices in a lot of the private schools they work with and have adopted this three to four years ago but they were in a different position to do this for a variety of reasons. The West Haven District has been there for a while now particularly as it relates to the teachers and faculty being issued Mac Laptops at the high school and at Bailey. This will soon be in every school in the district. The big change has been not only to support bring your own technology but to make sure the district is in such a footing that we can move and scale as quickly as possible. The data center at the high school is really the brains behind a lot of the stuff that they are allowed to do. That equipment allows them to keep track of the wireless in one area throughout the entire city and also to protect firewall web content filter against all packets that run through the network; all information whether it comes from a student's device, a teacher's device or some of these virtual machines that are built on this. A further discussion continued about cloud computing and how it saves the district money by allowing us to spin off servers as we need them. The IT goal in the next year is to start to develop virtual desktop implementation so we can actually shift that program's software from school to school. Virtual desktop implementation is a huge area right now and we are there.

The IT team constantly supports us. They are here after hours and on weekends. They are here to make sure they keep the district ahead of other school districts around us. Last year when Mr. Grande addressed the board they said we had one of the best networks in the state and we were continually trying to improve that and we believe with our wireless deployment and the current efforts that are going on to support Bring Your Own Technology we are literally a year ahead of our nearest competitor. A further discussion took place and Patti Fusco will put the entire power point on the website.

Questions

Dorinda asked if they provide professional development. Yes they do. They run some workshops etc. They also work with the paraprofessionals and teach them about what they should be doing and what to look out for and we explain to them how we protect the network because it is important for them to know because if our guys aren't around they are the tip of the sphere.

Dorinda asked if this was part of their contract or is that above and beyond. Did you write that into your specs. No he has been doing this for a while and there is really no contract you can ever write to support a school system in the fashion that we are doing. The reason is that some things you just have to teach to get better. It is no different than what these folks do everyday. We have been doing this for a couple of years now and we will keep doing it going forward.

Cebi asked if they were available to teachers if principals wanted you to come in and talk to their staff for special development. Mr. Grande said they are available to anybody, anytime, anywhere. It is important that our users understand how to use this equipment.

Neil said they are at the table with us during administrative meetings when we discuss BYOD and where we want to be and where we want to go and they are a big part of any discussions we have relative to technology. Neil would say they saved us quite a bit of money over the last three or four years with the vendor management as far as what we need, when we need it and how it needs to be designed.

Bob Guthrie asked what if we bring our own device to board meetings. Through CABA e reading and all this paper would go away and everything would be done electronically. He is not asking who here has that cut and tape ability but if we are going to look to do it in the school maybe we should think about doing it ourselves. He would ask the chairman if July is a light meeting if he could ask CABA to come down and do a presentation. He would also ask someone from the Business Network Group to be there. There may be a combination of the two that would be right for us. Mark said that is a good point.

Dorinda said speaking of beating up vendors do you get involved with Munis at all? They had been involved with Munis on the City side for making sure it was implemented and we did the firewall security to connect back to the data center but in terms of application support for Munis that is all handled through Munis.

Neil said we are in the process of them doing an assessment of what we have and we have been working with Alan Olenick who is very good about providing us with some of the professional development and work within his budget to see what modules may be of use to us and may not be for the city. It has been a slow process and we would like to move a lot faster but we are moving forward because we believe even if the city can't use some of the things available in Munis we might be able to as far as payroll. Dave said the issue is implementation that is where we always fall short. Dorinda said this is very frustrating because we talk about this technology and she knows it isn't there area but we can't run good financial reports. Neil said we are moving forward with that and they are coming to meet with Jolene and our payroll people on June 22<sup>nd</sup>.

Dorinda asked what some of the other schools were spending; what are they spending it on; some of your initiatives? If we didn't have budget restraints what would be your dream for West Haven? Where would you like to see us put more funding? The infrastructure. Everything we have done for you we have done in six or seven other places; 20 other places in the commercial side. The biggest challenge we have is the infrastructure here. You will have to make some hard decisions in the coming months and subsequent years as to what it is going to look like physically. A discussion continued about the age of buildings, terrible cooling, and that electricity is very difficult to move around. They haven't come out with self powered solar stuff yet so we are stuck with the power we have but it is very difficult. Technology wise we would like a little more flexibility. A further discussion ensued.

Dorinda asked what percentages of the employees have laptops. The high school and Bailey teachers have them. When they are home how do they log into the system? It is all web based. Dorinda asked if there are shared drives where there is data they can access. Not everybody. Some administrators can access the shared folders where needed but we try to discourage that. A further discussion took place where Dorinda asked if they could have a shared drive to access the budget. That could be done on a secure network but we need to be sure that when those people leave or change we are not leaving those credentials out. A further discussion took place about putting board information in a shared drive so it could be accessed with no copies and no deliveries. Bob said we need to discuss it with the superintendent to build it as people feel comfortable as to what information they want delivered through that. We are receiving either paper in an email format now. Neil said he thinks we have eliminated a lot but could do better.

Dorinda asked why people have to access U Tube during the day. Anne Druzolowski said a lot of great lessons and great videos we can access and insert directly into our curriculum. It cuts down a lot of double thinking the process and enlivens and brings to life the curriculum. We have been discussing this for a couple of years and are finally at the point where we can do it. Anne thinks this is the single most beneficial piece we can give our teachers.

Anne said the biggest obstacle right now is down to what he is talking about. Anne is amazed at how far we have moved since she has been here. It amazed her to see what we didn't have when she arrived and now it amazes her to see what we have and where we are going and for the price we got it for. Anne can't thank these guys enough for doing what they have done for us.

Cebi asked if for our asset management for work stations in the classroom we use thin client vs. fat client. Jeff said classrooms are still fat clients autonomous. Cebi said potentially with the price point difference between a fat client and a thin client we may be able to have more access points than users for students. Jeff said we would be able to use our existing equipment short the brains of it until it dies than the new widget that sits in front of the student would cost significantly less money than the widget that currently sits in front of the student.

Cebi asked if by doing this are we increasing our network traffic to the point where it is going to degrade our speed of service or use of service? The traffic increase has already been seen and it will grow 10 fold by September. We have a big enough network now and we will continue to manage and can handle substantial throughput. Cebi asked if the security is tied to a network log on or individual ap log ons. Everybody's network credentials are governed by where they can

go based on profiles so that is how we can segregate allowed access to U Tube vs. the students that can't. A further discussion continued.

Neil said this is a board decision but our next meeting two weeks from tonight is the rain date for the Bailey Graduation. We traditionally have a light agenda and would like to postpone our meeting for a week or two which will allow us to get some hiring done. Our internal postings close on the 14<sup>th</sup> then we can start our interviewing so it makes sense for us to do it that way. Two weeks from tonight would be the 18<sup>th</sup>. I would rather move the date and present to the board candidates for teaching positions and lock those teachers in; so if we can move it that would be helpful. We can do a special meeting anyway because we have traditionally done special meetings anyway. In the shortage areas I don't like to wait until the 3<sup>rd</sup> week of July or the third week of August. If we get a handful of teachers I want to move forward and lock them in. Neil knows we will need at least one extra meeting so if you want to postpone the meeting for a week or two it might make more sense because we will have candidates for teaching positions which at this time of year is very crucial to us to lock in.

Dorinda suggests if we do this we do it with enough lead time. Neil said that is why I'm throwing it out now. Mark said we don't want to do it the following week because we will be interfering with the Council. Neil said if we plan on the first Monday in July which is July 2<sup>nd</sup> and we don't normally meet then because we only meet the third. Mark said let's see what we get after the internal posting close and we can do it two weeks after the hiring. Neil said right now we are on a timeline to fill the administrative jobs by the regular meeting in July but what I'm talking about are the classroom teaching positions. Betsy Davis said for the special meeting the first week in July let's try not to do it that Holiday Weekend. Neil said thank you to the board they would get a lot accomplished.

Neil said another important item is that I talked to Ken Carney today and the Bailey project is proceeding on schedule and Neil would like to give the board an update by the first week in July of where we actually are and he has agreed to come to that meeting whenever it is.

Mark asked for a motion to add a resignation under D.2.

**12-56 David Crombie**, ESL Teacher – Mackrille  
Effective: June 30, 2012  
Reason: Retirement

and to add a new hire under D.6.

**12-57 Patrick Loman**, 933 Derby-Milford Rd., Orange, CT 06477  
Technology Ed Teacher – WHHS  
Effective: August 27, 2012  
Salary: \$48,448.61 (Step 7)

and under D.6 there is a typo which states 11-53 and needs to be 12-53. Mark said he needs a motion.

Cebi Waterfield made the motion.

Toni Paine seconded the motion

Discussion: None

All were in favor

No one was opposed

### **C.1.b. Student Representatives**

There were no student reps present.

### **C.1.c. Board**

Dorinda went on a field trip that was fun and attended the Holocaust presentation by Anita Schorr at Carrigan that was really great. Cebi went on the field trip to New York and she said Cebi said Ms. Morgan sent home a little synopsis of what the kids thought about the Broadway Show for a lot of the kids it was their first time to New York and their first time to a Broadway Show and the kids were really impressed with the theatre, the bus (there was a bathroom on the bus) and Raven Symone, the star of the show waved to them.

Cebi passed out the CD's that Mr. Stancil had made for the board members of the two events they had at Seth Haley. Cebi went to see Anita Schorr and she was amazing. The kids were so quiet throughout her whole talk. She went to the Adult Ed graduation last week with Mrs. Libero and the kids were so proud of themselves and their accomplishment in what they had done. The kids did a fabulous job.

Pat Libero said at the Adult Ed Graduation and everyone had a smiling face. Pat also went to the play at Mackrille; the play was cute.

Betsy Davis said her daughter was inducted into the National Honor Society at Bailey and it was very nice to see there were so many kids being inducted into the honor society; she was proud of them all. She also went to the Spring Fling at Pagels which was fun.

Bob Guthrie went to the Haley Science Fair and the Mackrille Learning Fair. There are two upcoming Pagels events one this Friday morning at 9:30 and a send off for Mrs. Prisco at Lorenzo's. He understands everyone at the high school enjoyed their prom and had a good time at Cascade.

### **C.1.d. Committee**

#### **D.1. Approval of Minutes**

**D.1.a. West Haven Board of Education Regular Board Meeting** held in the Harriet North Room of City Hall, 355 Main Street, West Haven, CT on May 21, 2012 at 7:00 PM.

**D.1.b. Special Meeting Board as a Whole for Finance** held in the Harriet North Room of City Hall, 355 Main Street, West Haven, CT on May 22, 2012 at 6:00 PM.

Mark Palmieri asked for a motion to approve D.1.a. & D.1.b.  
Bob Guthrie made the motion  
Cebi Waterfield seconded the motion  
Discussion: Pat Libero and Toni Paine abstained as they were not at the meetings  
All other board members present were in favor  
D.1.a. & D.1.b. minutes are approved

**D.2. Resignations: (Certified)**

**12-46 Colette Klisky.** Library Media Specialist - Carrigan

Effective: End of the 2011/2012 School Year

Reason: Retirement

**12-47 Diane Malewski,** Elementary Teacher Grade 3 – Washington

Effective: July 1, 2012

Reason: Retirement

**12-48 Daniel F. Hoffmann,** Technology Ed Teacher – WHHS

Effective: End of the 2011/2012 School Year

Reason: Retirement

**12-49 Dorene A. Conlan,** English Teacher – WHHS

Effective: June 30, 2012

Reason: Retirement

**12-55 Regina Petrakis.** Mathematics Teacher - WHHS - **1st Addendum**

Effective: June 30, 2012

Reason: Retirement

**\*12-56 David Crombie,** ESL Teacher – Mackrille – **2nd Addendum**

Effective: June 30, 2012

Reason: Retirement

**D.3. Resignations: (Non-Certified)**

**12-50 Johanna Warner,** Paraprofessional – Carrigan

Effective: June 20, 2012

Reason: Retirement

**12-51 Sharon Provitz,** PT Cashier - Carrigan

Effective: Immediately

Reason: Personal

Mark Palmieri asked for a motion to approve D.2. – D.3. inclusive

Dorinda Borer made the motion all inclusive

Cebi Waterfield seconded the motion

Discussion: Neil said it is important to point out that everyone is a retirement and they have all put in many years of service to the West Haven Board of Education and they certainly will be missed and difficult to replace. Dorinda said they were some of our teachers and Mark said absolutely.

All board members were in favor

All Items D.2. – D.3. inclusive are approved

**D.4. Leave of Absence: (Certified)**

**D.5. New Hire: (Certified)**

**12-52 Joanne Poffenberger**, 50 Green Street, Milford, CT 06460

Chemistry Teacher – WHHS

Effective: August 27, 2012

Salary: \$46,715.00 (Step 6)

**\*\*12-57 Patrick Loman**, 933 Derby-Milford Rd., Orange, CT 06477 **2<sup>nd</sup> Addendum**

Technology Ed Teacher – WHHS

Effective: August 27, 2012

Salary: \$48,448.61 (Step 7)

Mark Palmieri asked for a motion to approve D.5. inclusive

Pat Libero made the motion

Patrick Egolum seconded the motion

Discussion: None

All board members were in favor

All Items D.5. inclusive are approved

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

**12-53 Paul Card**, 30 Baycrest Drive, West Haven, CT 06516

Electrician – Central

Effective: June 11, 2012

Salary: \$47,136.92 (Step 1)

Mark Palmieri asked for a motion to approve D.6.

Cebi Waterfield made the motion

Dorinda Borer seconded the motion

Discussion: None

All board members were in favor

All Item D.6.is approved

**D.7. New Business**

**12-54 Approval of the School Lunch Price Increase for the 2012/2013 School Year**

Mark Palmieri asked for a motion to approve D.7 Item 12-54

Bob Guthrie made the motion

Cebi Waterfield seconded the motion

Discussion: None

All board members were in favor

Item 12-54 is approved

Mark Palmieri asked for a motion to adjourn

Dorinda Borer made the motion to adjourn

Cebi Waterfield seconded the motion

All board members were in favor

The meeting adjourned at 8:50 PM

Respectfully submitted,

Marylou Amendola

Board Secretary