

WEST HAVEN BOARD OF EDUCATION MINUTES
May 2, 2011
Regular Board Meeting – Harriet North Room

The Regularly Scheduled Meeting of the Board of Education was held in the Harriet North Room at City Hall, 355 Main Street, West Haven, CT on May 2, 2011. The meeting was called to order by Howard Horvath, Jr., Chairman of the Board of Education at 7:00 p.m. The meeting opened with a pledge to the flag.

**BOARD MEMBERS
IN ATTENDANCE:**

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

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT: Neil Cavallaro, Superintendent of Schools
Dr. Anne Druzolowski, Assistant Superintendent
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 April 4, 2011 and stated we will begin our meeting by having Poorna Balakumar a student at Pagels School who is the winner of the Fire Prevention Poster Contest come before the board to be congratulated.

Gina Prisco, Principal of Pagels School stated she was very excited to come before everybody tonight with Poorna Balakumar. Mr. Mark Battista the Art teacher at Pagels always encourages the students to enter the Fire Prevention Poster Contest for the State of Connecticut. Not only did we have the citywide and the regional but we have this year's state winner for the Fire Prevention Poster Contest. Poorna is a 4th grader at Pagels and her poster was passed around so the board members could all see her beautiful work. Not

only is she wonderfully talented in art she is an excellent student and I want to complement her parents because she is also an all around very nice young lady and they have done a wonderful job. The people at the state asked if Poorna would be entering again next year because they have never seen a poster so detailed and with such thought. Even the water that is spraying shows the words as being smeared on the chalkboard. Ms. Prisco congratulated Poorna and her family. You will see this on the cover of every Fire Prevention Calendar. Poorna's poster will be the cover for the next school year.

Neil said Mrs. Prisco and he had planned on bringing her to an earlier board meeting but Poorna kept advancing and we wanted to wait until she received her final reward before bringing her forward. Neil stated we are very proud of her and believes this is the farthest any of the students have ever gone. Gina stated she won the city and then the regional and we all went to a luncheon with children all over the state and had all the posters on display then they did 3rd place and 2nd place and then the winner was announced and we were thrilled.

The board members all congratulated Poorna separately for her excellent art work. Board Member Patrick Egolum jokingly said, "If I pay you money are you going to be able to draw me." Laughter began and then Poorna stated maybe even without money. Laughter continued. The board members appreciated her work immensely. Applause from the audience ensued.

Howard Horvath stated we will now have public session and asked everyone to give their name and address when they come up to speak.

B. Public Session

Laura Bode McManus, 35 Wood Street West Haven represents the West Haven Council of the Arts and is asking the Board of Education's help. The original date for their essay contest was June 17th and it will be postponed for a week or so. The essay involves grade school students between 3rd and 6th grade and the 7th through 12th. Your essay needs to state what being a Westie means to me. There will be other mediums of art. One is a picture essay grades K-2 and 3 through 6. They need to draw a picture of their school in any medium; crayons, colored pencils, ripped up paper or however they want to do it. 7th through 12 graders will do a landscape drawing or photograph of anything in the city of West Haven. The picture essays need to include where the picture was taken in West Haven or what school or area. If they live in West Haven and go to a New Haven School they can still enter. She asked permission for the flyers to be passed out at the schools along with the additional information. All students will receive a certificate of achievement for entering and the 1st, 2nd and 3rd place winners of the essay contest will be able to come and read their essay or have someone read it for them if they choose to. All artwork that is entered will be displayed and we will be having an artwork contest in any medium; sculpture, finger paint, charcoal, clay, paper or whatever you would like. You need to enter it by the deadline by May 31st. All artwork will be judged and everyone will receive a certificate of participation and there will be awards.

She would like the board to come and participate; it is not just for the young kids. They are here to promote arts in West Haven. Maybe you have a favorite poem and you would like to read it. Just give them a call. You will see things in the West Haven Voice about the time and place. You can also check it out on the Council of the Arts Face Book Page. It was scheduled for June 17th but found out that the hall has been booked so they are looking for another venue.

Neil Cavallaro said if she can get the posters they will work out the logistics. He asked her to call his office and they get the flyers out. The board gave thanks.

Christine El-Bakri, 335 Captain Thomas Blvd., West Haven stated she came before the board earlier with concerns about the school lunches. She stated they have been working hand in hand with Mr. Belchak and Food Service and they have been very open to a lot of their ideas and a lot of things have changed and there are a lot of things we are still working on but things are improving and we are continuing on. The board gave thanks

Lorraine Carr, 29 Lake Street thanked the board for their commitment and time and talents to the children and families of West Haven. She spoke about the dangers of idling vehicles especially in a school pickup and drop off zone. Idling of vehicles is against the law for more than 3 minutes in Connecticut unless the temperature is less than 20 degrees. She and her husband have witnessed many times bus drivers idling for longer than three minutes and her husband usually asks the driver to please shut the engine off which they usually do. She passed the board handouts which could be given to the bus drivers that explain the importance. She also had a poster which showed their concerns and commitments to keeping the air the children and everyone else breathes cleaner. She Had a metal sign which was provided by the Department of Environmental Protection at no cost to West Haven and by request can be used where the buses pick up and discharge students. She has a request form which can be filled out and sent to the DEP for all of this information which is free. The metal sign will be given to Mr. Stancil because she promised it to him. She asked the board to make a motion to approve ordering the installation of the signs at all the schools in West Haven. Secondly she requested that the board make a motion that each school implements a Department of Environmental Protection No Idling Pledge to enforce the policy through voluntary compliance. If drivers are not compliant the DEP has a complaint number 860-424-3436 and this can lead to a formal enforcement action against the violators.

She understands a vote is going to be considered about the elimination of recess and is very concerned about that. Obesity is on the rise and this just seems to encourage it. She has done research and children need at least 60 minutes of developmentally appropriate physical activity everyday; it is very important. Children should experience various levels of activities at various intensities. She handed the information to the board. The board gave thanks. An attachment she wanted made part of the minutes is called Schedule A and is located at the end of the minutes.

Mark DeGennaro, 71 Aimes Drive, West Haven, Ct spoke about the rink. He doesn't usually attend and knows that Neil and his predecessors have done a good job and he has

always felt that. He is hoping to extend information so that you can make a clearer understanding about the rink. This may not be necessary at all because he doesn't know where you are in the process but he knows how things snowball.

As a child he went to the rink while it was being built because his Dad was on the committee and his name is on the plaque. As a high school freshman he saw what would happen when you build on a swamp. The rink was opened in 1969 and had to close in 1970. After the rink was repaired he was able to play there for three more years in school then for many years thereafter. He was a Youth Hockey Coach from 1979 to around 2000 but then continued with one of his sons as a parent for a few more years. He coached Amity High School who uses the West Haven Rink as its primary rink for five years; one of which when the rink was down again because of problems. He is intimately familiar with the rink and its goings on and some of its pro's and con's. The rink is really a treasure in West Haven and hopes we leave it as is as a treasure. It is the best maintained facility in the State bar none. He has played hockey up until a year ago all over New England two or three times a week. He has seen a lot of nice rinks but feels that West Haven is one of the better rinks the way it was designed, laid out, ice structure; it is just a well designed system. We had to raise the floor of the rink back in 1970 because the first floor sank in the mud so we have a step up now but that is the only flaw.

The locker room that the high school uses right now was built and paid for by the Penalty Box Club; the parent's association which is 50 plus some odd year's old and is the longest ongoing continuously sustaining parent's club for the high school. There is the Dug Out Club for baseball but it doesn't do anything compared to the money and help raised by the hockey team. The Touch Down Club is almost as old and started in the 70's. The Penalty Box Club goes back into the 50's. The scoreboard there was donated by the West Haven Jaycees about 25 years ago; you have that kind of community backing for the rink. It is important to acknowledge the community backing and community support.

Fifteen years ago or maybe a little more high school hockey teams practiced two hours a day and games were two hours long. Then the time was cut to an hour a day. How do you play on Saturday for two hours when you have only been skating one hour a day? After an hour you are tired and don't have that stamina and I feel that has affected our ability. If you asked any of the other coaches not to use the gym for more than two hours or one hour or the football or baseball field or anything else they would run you out of town but because the rink has trouble with money the coaches have accepted it for whatever reason they have accepted it. I know the current coach has extended the time to an hour and a half now but that is only because no other schools get out early enough so by the time they get there they can't buy the ice any earlier. We have already seen how this affects the high school and this was built with Board of Education money for the high school and the community at large. A further discussion took place about the issues of cost and limited ice time that affect the boy's and girl's team. Youth Hockey gets a lot of ice time buy they keep the rink going. He has been involved in Amity, Cheshire and Guilford where investors and builders came to him as a resource because they understood he knew the ins and outs of a rink and whether or not it was worthwhile to build and what they could do.

In order to keep a rink going you need 1 Youth Hockey Program and at least two high schools. That will get you most of the funds you need for the most part. We have that plus we have a third high school; we have Notre Dame, Amity and West Haven. We have the basis to make this work and if it is not working then we tinker with it; don't throw it out and start over again.

The rink is open from 6:00 AM to midnight most days. When school is in session the high school takes the ice at 1:30 PM and goes until midnight. No football field does that, no soccer field, baseball field or gymnasium nobody else has those kinds of hours. If you are really going to look at it on a cost basis break it down per hour of use. If you do that you will see a huge change and it is probably cheaper than anything else. That type of use starts in the beginning of September and doesn't end until the end of April and used to go the whole summer because refrigeration was actually causing ice to form underneath because it is built on a swamp and eventually was lifting the whole building went up about a foot or so in one corner so it has to be shut down for a couple of months because otherwise you are risking damage to a big asset. A further discussion ensued about if you are looking at it as strictly a budget cost look at the hours the rink gives you back.

He thinks privatization is just not the way to go. We have three high schools playing out of Bennett Rink and Youth Hockey and we used to have UNH. It was too much to have more than one high school for Ken Strong Stadium so we had to build something else on the Nike site. I just don't see where anybody can look at the rink and not say it is returning its investment over and over again. He hope the board will look at this more rather than looking at a single bottom line and take into account everything else that is there. The board gave thanks.

Rosemary Russo was kind enough to include her typewritten notes which follow at the end of the minutes as Schedule B.

Nancy Rossi, 12 Robin Road talked about what the board discussed at a previous meeting and that is to have a plan for going forward on 5 year capital improvements. She is in favor of this as long as it doesn't cost an arm and a leg. The Council voted to change the Mayor's recommended budget for the 5 Year Capital Plan in order to add an elevator to Washington School. There was controversy about this afterwards but it stayed in the 5 Year Capital Plan. This is why we do need a plan:

- money spent at Thompson for an elevator and then we closed Thompson
- money spent at WHHS for the façade and other improvements and now maybe have another high school which would mean those improvements are gone
- improvements made a Molloy School on the roof and windows; granted we are still using Molloy in some capacity but if it closes we will have to make up those

It is important to have a long range plan so not only the BOE but the City knows what direction, what is needed and what is not needed.

Regarding the elevator this is what concerns Nancy. Ken Carney came to speak at one of the board meeting and stated that in order to put the elevator in it would be very costly and we wouldn't achieve what we were looking to achieve and that is making the school ADA compliant because there were so many other things that needed to be addressed that would cost a lot of money. So that being said even if we did fund the elevator, and it is not up to us it is up to the Mayor next year, what I got out of it was that the elevator would go upstairs but the child still couldn't use the bathroom or still couldn't get through the doorway so where are we. I'm hopeful again that this plan comes in and it is something we can afford and can address because we do need to look to the future. We need to know what is workable and is not, what is doable and is not and move forward.

Mrs. Rossi then spoke about the budget. She thanked the Superintendent, Assistant Superintendent, Dave Cappetta and all board members at the presentation on April 20th. She is concerned about the over run and a couple of other things that came up in the meeting. There were no transfers done and that to her was a red flag. She thinks it is very important that all 9 board members weigh in on the budget especially at year end. By transfers not being brought up it went through my mind why; what line item was overdrawn? What is going on? I brought this up and unfortunately it was never brought up and I think this is something you have to insist as an elected board to go back to. You need to know where you are at.

The other thing is there is absolutely no reason why consistent monthly variance reports can not be given to each and every one of you. Electronically it shouldn't cost anything and should be easy to maintain. The City Council gets one and it is dictated by the Charter that they are supposed to have it at a certain time every month. It is extremely important to know what is going on.

She discussed Worker's Comp and said that in year's gone by the City made up the difference but now times are bad and that is not happening anymore so if you thought the city was making it up and they weren't making it up guess what you will have a short fall. Worker's Comp seems to be a huge problem and does need to be addressed. She is not on the bandwagon for privatization and sees no reason if the City has a Personnel Director and so does the board why things can't be put in place pro-actively for safety measures and also monitoring the fact claims so we don't continue to skyrocket out of control. I think all of you should ask for reports; it is important to get it and I think you should demand the report and you should do it now don't wait. She just received an update and sent back clarification on what exactly she is looking for and it is important that we don't wait until it is overdrawn. You can notice problems right in the beginning. Maybe you can't correct them in the current year but you might do the budget differently the following year. You can't wait because then it is too late. We should have known long before the audit came out. It should have been extremely evident that line item was overdrawn. A further discussion about reports continued.

Mrs. Rossi then spoke about the Bailey Graduation. If there is not enough room to hold it at UNH why would you split it between two days; you have the high school, Veteran's Memorial Field and you have the Nike site. It doesn't seem fair to have children that have

gone to school together not be able to graduate together. It is during the day. Why do it during the day? People work, some work second shifts so you aren't going to please everyone but the majority of people would have to take off days from work to see their child graduate. If everyone works together we can come up with something a little better. We should have known about this earlier.

Carrigan not having recess or having it restructured at the discretion of the teachers is absolutely a mistake. It is a mistake if you don't let these children run, exercise and get out there and get fresh air. They need to have structure and know what time they are going. It is a mind set. I know when I have lunch and a break. The kids deserve the same kind of courtesy and structure so they know and it shouldn't be left up to discretion. She hasn't heard why this is being done. Is it because Carrigan is overcrowded or is there another underlying reason we don't know about; if so please share it. Recess is also a time for socialization; you can't sit in school during math class and talk. As far as putting the teachers in charge she understands that teachers understand disciplinary issue more and have more training but this isn't an educational type of situation. She is sure the monitors that do this now know if there is a disciplinary issue they know who to get in touch with so why would we spend the extra money. She believes there has to be extra money involved here because the stipend for the teachers will not be the same as what is taken away from the lunch aides. She hopes this will be reconsidered.

She thanked the two young ladies and Alan for working together and is nice to see when issues are brought up and everyone works together everyone will benefit. They have some wonderful ideas. The board gave thanks.

Patti Rosette, 16 Harding Avenue was upset when she first heard about the changes at Carrigan. She is OK with recess not being pulled but being monitored by the teachers and the teachers doing lunch. Her concern is that recess would only be 15 minutes but we don't know the facts. It should be more of a set schedule; the kids do need to know. She is waiting to hear the details of the plan before she goes any further. She wants to know what is happening with the teachers; what are they getting because she knows they won't do it for nothing they must be getting some more free time. We should get the facts first not having to get it through the newspaper and through gossip. Tell us what you are going to do. She doesn't know exactly what it would mean to the school by changing it to an intermediate school except the newspaper said something about it would provide more opportunity to provide after school programs. She wants to know more about that. Some good positive after school programs would be nice to see. She wants the board to be forthcoming with information. She really wants the facts. The board gave thanks.

Dawn Roy, 270 Fairfax Street is a lunch aide at Carrigan and is concerned by one of the quotes and wondering where exactly did it come from and where did the information in regard to the quote come from. She has been employed by the West Haven Board of Ed for 10 years when her children were in school. She believes the safety and education of children is very important they are our future; therefore that is why I am still a lunch aide in the system.

She has been involved in mergers of schools, mergers of grades many times over and the first year is a very difficult year. This merger is a difficult one because there are a lot of students in one location. It is primarily 5th and 6th graders; really tough grade, really tough age ranges with a lot of things going on. It also becomes tough when you have a job and have a head lunch aide who is supposed to be your point person you are supposed to go to when you have issues. It is difficult when you are told how things are supposed to work and you try to follow those rules and enforce them but you don't get back up and you don't get support. It is very frustrating on our part. We are dealing with 5th and 6th graders who are children; they don't need to have all this stress. These kids are getting such mixed signals they don't know what to do anymore. Now they are talking about doing away with lunch aides and having the teachers take over. That is your choice; your prerogative I have nothing to say about that part except I know the teacher's are very strict on getting their 40 minutes, they are ready to drop of kids whether we are there or not there. We get in trouble if we are late to pick up classes. Most get there in time to pick up the kids; it becomes a very difficult issue. If they want to take them great but it would be easier for them to communicate better with their lunch aides saying if Johnny is having a bad day tell that to your lunch aide. I have a great rapport with some of the teachers where I watch their class; we have a great line of communication and I'll be told if someone is having an issue or whatever. That makes it easier to know how to handle the student or address issues with the student. We talked to teachers at the beginning of the year asking what they suggest we do with these kids especially when they are inside. The article said teachers would be offered stipends to run after school activities; how many classrooms do I go into where kids have nothing to do while inside on a rainy day or over the winter. Playing Four Corners with kids running around the classroom is a safety issue; the classrooms are too small and there are too many students in the classrooms. You are willing to pay a stipend for teachers to run after school programs but not willing to offer the money to buy games and activities to do inside the classroom when we are inside the classroom to keep them busy. Is it our job as lunch aides to contain these kids and provide activities for them to do? Why can't each teacher get a stipend to purchase stuff for their kids for inside. At the beginning of the year we organized kickball, soccer, and basketball but all the materials disappeared. What are we supposed to do with the kids then. When you have a ratio of one adult to 25 students and have eight classes outside and hopefully eight adults outside it becomes a challenge when safety is the number 1 concern. You are talking about our future here. They are not my personal kids but they are our future. If you don't educate them properly now and don't teach them to follow rules and guidelines now where is it going to end it will be a mess. I did take offense that there is a program here that says we do not have the training nor have the methods to deal with children. Well true I do not have a degree in education that is why I am a lunch aide and earn \$9.00 an hour. However, I do have a heart and do love children and do believe that their safety and education are paramount. That is why we have specialists at school who are supposed to handle these issues. That really hurt because technically I don't have to go back and work I choose to go back and work with these kids because I believe in the importance of it. If we don't have the support and we don't have the backup with everybody on the same page where are we going with this? The board gave thanks.

Howard Horvath thanked her and appreciated her coming up and being so thoughtful but asked her to tell him specifically what she meant when she said she didn't have the backup and support. He is not sure what a lunch aide backup support program looks like.

Ms. Roy stated what happens is when you go into the school you technically have one head lunch aide who oversees all the other lunch aides. She is supposed to be the person you go to if you have a challenge. She is the person you go to if you are not going to be in. She coordinates where people are supposed to be and from the school I came from she was the point of contact; for any problem I would go to my head lunch aide. That is not working; that we do not have. We have challenges we have tremendous challenges at school it is to be expected but when you have a situation and you are trying to find backup by the head lunch aide or somebody else and you don't get it what are you supposed to do?

Howie said let me ask you then in your mind having been there maybe not at that school for very long but certainly the business; ten years. You sense there is a need for a change. What would you identify as the impetus or the motivation to make any kind of change regardless of whether it is with teachers or not with teachers or with lunch aides? What is your sense of the needs for lunch and recess at that school?

Ms. Roy said that in going in and she still has the feeling now that they do have a strong principal and assistant principal. They have a lot of kids and a lot of situations to handle on a daily basis. Halfway through the year I felt bad that they should have had more support; there should have been more administration to funnel out the problems. When they are involved in a meeting who do we have as a support to handle a situation when the kids have one. I'm talking about serious hands on contact because other situations can be dealt with as lunch aides but when you start getting physical I have a big issue with that. Our head lunch aide half the time I bring stuff to her and she asks me afterwards what is the resolve. A lot of times I have by passed her and gone straight to the office because it is a serious enough situation that I want an answer to right then and there. I don't want to wait weeks or days and not hear back as to what was handled. Our communication with our head lunch aide I feel could be much stronger and much better. Howie thanked her very much.

Erik Brown, 31 Molloy Road stated that he is basically for the lunch ladies. Would the school system rather have the lunch ladies or have The Garden? This is an approximate number. If they are working full time it is about \$34,000 approximately. You guys don't know what the expense of building The Garden is going to be. I guess it to be about \$40,000. That money could save their jobs.

Recess – Kids have to be kids they need time to burn energy. 7th and 8th grade maybe a study hall or stuff like that but they need to burn their energy. It looks like the board may get \$400,000 extra from the last budget if the city council votes for it. That is not much money to play with. The Mayor wanted to give you a million dollars to give you extra. Because of Worker's Comp it was smacked down to \$600,000. Maybe you need to look into a different claims management company. Maybe you need to go down a different

avenue and save the city some money and have these people work rather than sitting at home.

He doesn't know what the view is on the school uniforms and how that is going to be paid or how the city will try to finance it but that money could also save some jobs. Do you want uniforms over lunch aides and teachers? The board gave thanks.

Collette Viglio, 139 Atwater Street, is also a lunch aide at Carrigan. She is here because her child is supposed to be going into Carrigan next year and I too have concerns about the recess. I don't feel the teachers are going to be able to handle doing recess and that is my opinion because I work there. On behalf of us Ms. Roy said what was needed to be said so I won't go into all that. I just want you to take this into careful consideration before you make any decisions about taking recess away because it is not fair to the kids. First of all they don't even have a playground. They say playground but there is no playground; it's an open field. We try to do things with the kids whether it is play kick ball but we can't get too involved because we do have to watch them. We will take some of the kids on a walk because there is nothing to do. What about the playground equipment that was left at the two schools that were closed. Why can't that equipment be brought over to Carrigan? I, too was insulted by the remark that was in there because I feel I am qualified I have four kids and I did a good job with my kids and for you to make a statement like that it insulted me too; not as a lunch aide but as a parent. Please take this matter into careful consideration before you decide to take recess away and listen to what the parents have to say. The board gave thanks.

Margi Maher, 403 Center Street is very proud to say she is a teacher. She wanted to remind everyone that this Saturday night they are doing a fundraiser again called Westie's With A Heart and we are hoping to raise the same amount we did last time when we all volunteered our time and energy. We raised \$3,000 for the wonderful people of Haiti. We hope to bring in the same teachers and alums for the program to entertain everyone. We also have many restaurants that have volunteered to give gift certificates so we can have a raffle basket and proceeds from that will help people who have recently been devastated down south. We can't keep up with all the tragedies that are happening but we will try to do the very best we can.

On May 14th we are having the final Children's Theatre performance of the year called Doc Doc Goose. This is what happens when Mother Goose goes to medical school to try and help all of the nursery characters like Humpty Dumpty who keep having tragic accidents. This will be on May 14th at 10:00 AM and 12:00 Noon. It is free for all children ten and under and it is \$5.00 for everyone above that age. The board gave thanks.

Tracy Morrissey, 305 Country Hill Drive stands before the board as the PTA Council President and is asking for a little bit more communication. She is being bombarded with speculations out there with what is going on with Carrigan and the Bailey Graduation. The third Thursday of May I will be having another meeting. It is important to open the lines of communication. Parents are willing to get involved with the graduation. I can put a team of parents together who have children over at Carrigan. The parents are very

frustrated and feel like no one is listening to them and those decisions are made before they have a chance to have any input in the decision. If something is coming up that you think I need to know please give me something and I will have Karen Doherty her secretary submit it and get it out there. Communication is falling behind. She is open to any suggestions you have. A couple of problems are is that there are large numbers over at Bailey and Carrigan. I think that is the major problem we are having. I don't know how we can address it. The kids have gone through a lot of change as have the parents. I would like to see more communication. The board gave thanks.

Public Session closed at 8:15 PM

C. REPORTS

Howard Horvath asked that everyone join him in a moment of silence. We had a high school teacher, Kate Tarallo, tragically loose her husband. Please keep her in your prayers.

C.1. Administration/Status of Schools

Superintendent Cavallaro wanted to address a couple of issues before going on with Mr. Belchak's and Mr. Cappetta's reports tonight.

Neil asked all board members to call and make an appointment with Tammy to meet with OCR (Office of Civil Rights) as they are still in the process of conducting their investigation. They will make a final visit to West Haven to interview the board members as well as the members of the administrative cabinet.

We will be addressing important issues at our next meeting. One is the Bailey Honors Program which we are bringing back in a different form. I think you will all be pleased with the results. We will make that presentation next week along with the status of Bailey Middle School. Sean had asked a question about space and Neil said we are going to have a conversation with Dr. Cordone and are hoping that can be addressed as well.

The rumor mill is out there regarding Carrigan and I don't know what to do to get ahead of Facebook and those kinds of things. A proposal was made to me last Monday regarding a change at Carrigan which came from the teachers. They felt they could make an improvement with the over-all program at Carrigan. We are talking about some minor changes in the day. In order to do this it requires some contract language. As soon as that meeting took place we started the ball rolling and are in the process of getting a meeting going with members from our board. I called Howie and Sean and I want them to hear the proposal the same way I did. Dorinda if you have concerns as to why, the logic and what not you are welcome to come to the meeting as well. Neil was impressed with the presentation. He felt it needed to be heard the same way he heard it. Last week during a PTA meeting which Mrs. Doherty was present; it was briefly explained to them about what the proposed changes were and why they were being made. We have had a meeting scheduled regarding Bailey and Carrigan for quite a while. That doesn't mean

we have to rush something through. I heard rumors that teachers were going to vote on the plan and not give in to the board; that is all nonsense. We are not making any major changes to Carrigan. The changes we are going to make require some contract language. The proposal for intermediate school for example is that the way it is written in the elementary contract is teachers in the elementary school can not do a lunch duty. As part of the proposal if we change the title of Carrigan to intermediate we can then move the teachers and allow them to do lunch duty. We have talked for most of the year at Carrigan about adding an itinerant because we would like to add a science period which would give them one science teacher per grade. That would free up the teachers. If we can do this it that is what we would spend to cover the lunch duty. We are taking this step by step and will address every item that was raised. The next step would be to bring this to representatives from the board and if both sides agree then we can move forward with the teachers approving it and the board approving the change. At that point we would say this is why we think it is a good plan and we would let the public know. Neil's understanding is the PTA has been brought into the loop and has been given most of the details of this change.

Last year when we combined the middle schools we didn't know that UNH would be tearing up their gym floor and that is why the Bailey Graduation can't take place at UNH. Dr. Cordone met with a small group of PTA people and explained that to them. Other than the UNH there are not a lot of other places that can accommodate us. We are currently working on the logistics of possibly holding the graduation over at the high school on a Friday night tentatively and that would give us a couple of days to clean up the parking lot and get ready for the high school graduation. We will have a very nice graduation for the kids at Bailey. I think it is important that they have one last night together. We should have an answer by the middle of the week.

Mrs. Carr's suggestion was a good one and I suggest she hold that for two weeks and we can make copies of the information she passed out and we may be able to get the signs up or at least contact DEP and see what is available. We have talked to Mr. Winkle before about making sure bus driver turn off their busses and if that is not happening it needs to happen and I will have a conversation with him as well. He thanked Mrs. Carr for bringing this to his attention and stated they will work with DEP to make sure we are enforcing laws that should be enforced for the safety of the kids and also for the environment.

He thanked the teacher's union for working with them and tonight they have added four more retirements to the agenda and that makes 14 which is pretty good for early May. We do think we will hit that 20 to 25 target which we have kind of set. I told the council we were projecting salaries based on this year's salaries. If we get that many teachers to retire that would increase the amount we would need in the teacher's line item for the BOE next year.

We have a meeting with the committee members of the rink tomorrow. We will finalize or format and decide how we will review the RFP's and how we are going to conduct interviews and then how we would bring it back to the board for a final decision.

He thanked Alan, Michelle, and Sal regarding how well they worked together. He has been following the emails and heard first hand from his son about some of the improvements at Pagels. He loves the salads as well as some of the other things and that is certainly a nice thing. Our goal is to really work with parents we don't want people dealing with us leaving with negative feelings.

Neil said his goal is not to hold information back but we want to proceed with caution and do things the right way. If that meeting regarding Carrigan is held this week we should be able to get you out the proposal as soon as it takes place. I need to thank the teachers for trying to make what they see as an improvement to the school. I don't want them to every feel that they can't come to me with those kinds of things.

Dorinda asked the Chairman if this is the time to ask questions on what Neil reported on. Howie said he would prefer she wait and just make note of them. Normally if it wasn't this kind of an agenda since we have a couple of more things thank you.

Alan Belchak, Food Service Director, stated he talks with Mr. Cavallaro several times a day and tries to keep up with all the updates. He also meets with Mrs. Paine and Neil to go over certain things. He wants to keep the board ahead of the curve. As far as Japanese people that may be displaced if that happens we will consider them entitled to a free lunch. The Post family does not have an application on file. They have to notify our office and we will add their name to our application. The accessibility of water is being looked at. We checked all the water fountains and are making sure they are all working so children have access to water throughout the day. The Milk Proposal from USDA is to use two types of milk which we are currently doing. They have not pulled the flavored milk. As the Director in West Haven I am going to pull the strawberry milk because it has two grams more of sugar. There is about 26 or 27 grams of sugar in an 8 oz container of milk. There is probably the same amount in soda but you are getting calcium and vitamin D in milk. 11% of the sugar in milk is natural and there is a big difference between natural sugar and artificial sugar. The lunch application for next year won't require the social security number. The \$71,000 from TFA (Temporary Family Assistance) that is coming to Connecticut will speed up the process for our lunch applications and about 62% of the children in West Haven are on free and reduced price lunch.

He knows Ms. Rossi left but he wants to thank her for noticing that we are working together as a team with Christine and Michelle. Tomorrow we have about 700 turkey wraps to make so we will start about 7:00 am slicing the turkey. We are also using a low sodium wrap so we are trying to reduce everything.

I want to give you an update on what we are trying to do. We have to eat to learn but importantly we have to learn to eat. I think this is something Toni and I are working on and we will visit some other school systems and see how they educate their children in the classroom so when they come through the cafeteria line they know the good choices to pick and so on.

Toni has been very helpful and Rob has offered his help in facilities. I did mention that the biggest problems we have are the facilities. To revamp a kitchen you are looking at major changes of a quarter of a million dollars or more for each kitchen and you are talking about six kitchens. We know we don't have the funds, gas lines, the exhaust systems in place so it is quite expensive. We are looking at bringing in small changes like the new type of steamers we have like the Panasonics which only use a teaspoon of water to steam fresh vegetables. We can steam them and put them right out on the line. We could also use the combine ovens but the problem is they are about \$38,000 a piece and some schools require two of them. What we have is working and we came up with a plan and are calling it a Strategic Plan.

Vision: To Offer Good Nutrition to all West Haven Students

Mission: To Provide Quality Nutritious Choices of Food and Nutrition
Education to West Haven Students

The Strategic Plan is attached as Schedule C at the end of the minutes.

Rob Saley asked if we are consistent with our food choices throughout the schools. Is the same food being served at all the schools? Alan stated absolutely. They have eliminated all the dark and white blended chicken and use low fat cheese and whole grains when possible. They also use low fat cheese with regular bread or regular cheese with low fat bread for a change. We are having the facility (schools) make more of the foods rather than the high school. The way the foods are displayed may look different but the same food is being used throughout the schools.

Dorinda Borer thanked everyone for working together.

Dave Cappetta spoke about the budget. Some information and questions follow. Howie said he is trying to get a month to month sense of what is going on. If he understands correctly our fiscal year starts July 2010 and is usually considered fiscal year 2011. Correct. You are saying around September of 2010 you got a report of some sort when they finally did something toward resolving the books (DC for the previous fiscal year) and what did that tell you. Dave said that told us that the Workman's Comp account actually was spent at 1.2 Million. Howie said this is not too dissimilar to the kinds of numbers almost at least a million or more since 2008. Correct. A little over \$200,000 more. That is what prompted the discussion for the last couple of years that our Workman's Comp line item was an issue. Howie said alright so we knew that it was overspent vs. the forecast clearly in September; we didn't hear about it what did that portend for us. Dave said no, back in November or December we issued the same report that is in front of us that showed that Workman's Comp overspent in the document that was talked about as a board...Howie interjected but for the previous year. Howie then said I'm making it simple, if we overspent the previous year what does that tell us about the current year? Dave said that based on the \$844,000.00 that we budgeted if all the work we put in trying to get people back to work to help reduce the premium that we are going to be at least \$200,000.00 short on what was budgeted. Howie said OK that is kind

of what I am getting at I am saying we had the information we needed to know that we could be in big trouble pretty early on; at least \$200,000.00 and it turns out to be \$600,000.00. Dave said we have had that information going back a couple of years and we have discussed it. Howie stated he didn't think we ever discussed it in this way. Dave said no we have discussed the fact that the budget item for that line item stayed consistent through every year going back many years and the premium had always...Howie interjected OK then why would we budget \$547,740.00? Dave said that is why we changed it up to \$844,214.00 because originally when we first sat down it was up over a million and with the cutbacks we talked about getting more involved in working with the work force trying to get them back to work sooner, trying to be more proactive controlling it. Howie said well that makes sense I appreciate your sharing that. So you are saying in essence our estimate was wrong and it is hard to estimate correctly it's like going to Mohegan. Correct it is a work in process. Howie said I get that what he is asking then relates to us being informed on a monthly basis. Is there a way to know monthly that you are going to be \$400, \$200, \$600 short or do you have to wait until the end that is the question? Dave said wait until the end actually in the past it has been beyond the end because the journal entry is not....Howie interjected is three months beyond the fiscal.....Dave interjected correct.

Cebi stated she didn't mean to interrupt but isn't there a way to know monthly who is out on count and what salaries they are receiving so at least we are getting estimated...Howie interjected, manually just add it up. Dave said we looked at the Comp reports and the way the comp report is paid believe it or not goes back four fiscal years. It actually shows reimbursement for three prior fiscal years for people who filed a comp case lets say in 07/08 that are still going to a doctor currently so it is not necessarily just payroll; it is medical. He found it interesting that the current payment included a claim that was placed four years ago. Cebi said right so maybe the settlement of claims is not progressing in an expeditious manner. Dave said he also noticed in research that back in the fiscal year 07 they changed the deductible from \$300,000 to \$500,000 where the city basically becomes self insured for that first \$500,000 in expense per claim. Howie said alluding to what Cebi was saying, given that it is obviously a complex and maybe not ideal situation and/or system is there a workaround to have some kind of current sense of approximately how much is being spent? Dave said in looking back historically a million dollars seems to be the benchmark of what ends up...Howie said he thinks the overall estimate needs to be adjusted I agree but I'm saying on a month to month or the following is there a way you can add them up and just say this is what was spent on...Dave said you can just divide it by 10 months but based on the information discussed with the risk manager he really doesn't have a feel of what it is costing us every month. Howie said OK this sounds to him like it is not too dissimilar to Special Ed which is you make and estimate and you do your best and at the end of the year you hope you are close and you may not be. Sounds to me if is not a system's issue and you can't do a workaround on a monthly basis you have to be more cautious and conservative in your estimate. Dave said he thinks with experience you get a little better feel of how the billing starts to come in. For instance you brought up Special Ed and it seems like in Special Ed the first three quarters of the year seems light but starting in March, April,

May and June all the entities start billing you so you start spending a lot of that line item in the last quarter. Howie said and you are saying you learn that by experience. Correct. Howie said alright then are there any other questions.

Sean Maher had a quick question. On the YTD numbers do they include committed expenses? Dave said yes encumbrances as well as actual payments through May 6th. Matt and he updated it as of that date.

Rob Saley said what you are saying is that up until a couple of years ago you were budgeting \$500,000 to \$600,000 because the city was kicking in the rest of it. Who monitors this? These are our employees as the BOE but the city manages their Workman's Comp. We aren't doing this as a BOE? Dave said we have a Personnel Director. Rob said he is not saying that he said it seems like they decided because of fiscal restraints that they are not giving us the money. Neil said it is there policy. Rob said that is what I am saying. Is there any way to say listen we are the BOE can we have our own and you guys have your own and not give us any money? Neil said probably not because at this point they would tell you what they said when we had the incident with the Agent of Record. Neil said it is very confusing but one of the things the audit does allude to is better internal controls. Internal controls means that the BOE needs to communicate with the city and vice versa and you are supposed to be able to use your system to do that. That is certainly something we need to work towards. We met with the Finance Department last week to say we have to be able to be more accurate and more up to date but that is something that the audit did point out. Dave said they have some of the same issues about getting information out of the financial system and Neil had this conversation with the city's finance department and me. We are trying to get control of the payroll number for the last eight weeks and we asked for a report or a method within our financial system that can help us pinpoint our payroll. They said they had no way of pinpointing or forecasting in short term so we basically can go to our payroll person and we can get per pay period gross and track it that way. Rob said he knows he is not a tech guy but that doesn't sound very tech savvy. Dave agrees and stated that actually the way they built the budget for the payroll we built a spreadsheet person by person but the Munis System can't give us a budget report to actually budget this.

Neil stated the way he understands it that it is one of two things. Either Munis is not doing the job for us or we are not getting the most for what we are paying for it. That is something that we absolutely need to do a better job of working with the city on. I told the council that one of the things that will help is the BOE coming to City Hall because we will be in a better position to coordinate our efforts.

Eric Murillo asked how we can improve this. Neil said Dave you can explain this better than I can but everything goes through Munis which is the city's operating system (the financial accounting system). Dave said some of the issues right now are that it is designed for the system to do the work but the way it is being done here is that everything is being entered manually like the journal entries being entered manually vs. inputting the information into the system and letting the system run through it.

Dorinda Borer said so if we were running on the city side while the city was picking up our share of Worker's Comp wouldn't we have seen the under budget on the city side this year? So if we are over budget by \$600,000 and a good portion of that is because we switched the way we are accounting because now we are accounting for our own costs? When the city has seen the flip side \$500,000 under budget in Worker's Comp that is the other side of the picture because it appears that we overspent by \$600,000 but the big portion in that is a shift in the way we are accounting. Wouldn't they (city) have seen a reduction; doesn't a lot of that wash out and we are not seeing that full picture? I know we are going up in Worker's Comp clearly we went from 1 million and 1 million and now we are at 1.2 million but we have been consistently budgeting 547,000 so we went up 2,000 in Worker's Comp thru costs but they were picking up \$500,000 for us right? Right. Ok so this year we are taking back that \$500,000 because we are paying for our own Worker's Comp. Correct. So they should have \$500,000 under budget in their Worker's Comp. So it is not as if we over spent \$600,000.

Dave said his view on it was that in the past their funding our Workman's Comp wasn't coming out of their Workman's Comp budget line item. It was I believe the excess cost grant; those funds. If the board didn't need to use those funds if Special Ed didn't run real high they would use those funds to offset certain benefit over runs. Dorinda said so we would still see a reduction over there. I think that we need to communicate that and get that message out there.

Dorinda had Munis in the town of Stratford and she oversaw Worker's Compensation and we didn't have the problems that West Haven has. She thinks some of it is attributable to an up grade. She knows the city manages that but we might want to talk to other municipalities that use Munis and ask what challenges they have. She doesn't recall these types of challenges.

Dorinda thinks it would be nice to see a thorough analysis of Worker's Compensation. Cebi alluded to it a little bit as to who is on Worker's Comp (with lack of the names even though that is public information) and how long they have been on it and what we see as our trend. Are they on for a year or for three months and what are we doing to get them back to work and what do our union contracts say because that is always key. If a union contract says that you can't hold another job while you are on Worker's Comp it sometimes restricts Worker's Compensation. That will help us also the light duty and independent medical exams that we need to do for an employee. These are things we aggressively have to negotiate going forward.

Neil said those are points well taken and Jolene did come tonight because she was sure that issue was going to be raised. He didn't feel it would be fair to put her on the spot tonight but knows Jolene has done a lot of work in compiling some information. If you can get this information to the board and come before them in the near future to answer some questions that would help us out a lot.

Jolene Barnes said she will do this and wanted to say she is on the phone with a representative from Worker's Comp almost every day and sometimes twice a day so from

my perspective I think the comp carrier we have right now is supporting our account. She knows they provide stewardship reports. We have a representative meet with us periodically throughout the year. She will put together whatever information the board would like. She can arrange to have a claims rep from CIRMA come to a special meeting if that is what you choose. If you let her know what you want she will be more than happy to get you that information.

Howie said on that note if you (Jolene) could do or ask them to do, I mean insurance is all about statistics, probability and understanding what the trends are, a like similar some number of like and similar school districts and workforces in that particular area. Jolene said they have that already. Howie asked if she knows the answer. Jolene said she doesn't think it on many other school districts. Howie said that is why I am asking the question we should be able to get it.

Dorinda asked if there is anything they are not doing that they are supposed to be doing as part of the contract? Are they on site doing training? Are they supposed to be doing working sessions? That is usually part of their contract. Jolene said she doesn't have a copy of their contract; that is held by the city so I don't know what they are supposed to be doing. I know that they are very cooperative. Training is available if we want to take advantage of it. Dorinda asked if Jolene knew when their contract was up. No she did not know. Dorinda asked why we couldn't have our own Agent of Record, Health Benefits etc. She wanted to know who told us that. Neil said the city and our board attorney. Our board attorney took the position that it is 50/50 at best if we were to challenge them and the city took the position that because of the way the purchasing ordinance is written that they control things like Worker's Comp, health insurance and copy machines which came up at the board meeting. We are bound to the city purchasing order.

Mark Palmieri said we fought it three years ago. Neil said we did try to fight it three years ago but it would certainly be worth on a meeting that Floyd is scheduled to be here to get it on the agenda so he can explain it better than he can.

Neil said we do our best to adhere to the city's purchasing ordinance however his frustration has been that you seem to get a different interpretation every time depending on who you speak with as to what process you are supposed to follow whether it is putting out a bid or what we can do for a contract, or what we are supposed to sign or what we are not supposed to sign. I think it would be worth asking those questions of Floyd.

Dorinda she said she knows that other municipalities have done it where they have had the same challenges with the purchasing policy and their BOE broke away and it was a challenge and it was something they had to fight. I don't know necessarily that we have to be separate but just because they own the contract doesn't mean they should be managing it. Maybe the flow of communication coming out of the city side isn't that great and we have to be more actively involved in the management and be a little more in partnership with them. Neil said he didn't want to speak for Dorinda but what he thinks

she is trying to say is with the number of employees and with the amount that we are budgeted we should be driving the bus. Dorinda said right we should be driving it exactly right. Neil doesn't disagree with that.

Cebi said they should be doing trending of what types of injuries are occurring and what the standards of care are after the injury and how long is a standard injury required to be out. If there are mitigating factors so that an injury would require longer amounts of time to be out. There seems to be a lot of time out on injuries and she doesn't know if it is because people are staying out longer than necessary because it is being managed on the insurance side of things or if it is because injuries are happening too frequently because there are not policies in place for them to be working in a better or safer environment.

Cebi had a question on that funding just so she understands correctly. On this report since the last fiscal year 06 the city has been picking up \$500,000 to \$600,000 of our underfunded worker's compensation claims so it shouldn't have been a surprise at the budget meeting where Neil spoke in front of the council that we had gone over \$600,000 that should have been a expected overage because it seems to me like it was a surprise. Howie stated he thinks the difference is that they had said they weren't going to cover us anymore beyond that was the distinction. Cebi said we obviously had no way to make up \$600,000 in such a short period of time so it was a short amount of time for us to come up with the amount that had been previously funded by the city. Neil said in a year when the city just couldn't do it. Cebi said she doesn't mean that they wouldn't do it but it just seems like it was an unexpected expense on our side when in all reality it was an expected expense that you had to deal with as appropriately as you could.

Howie said he didn't disagree with that and thinks it is a good point but he thought Dave was making the case because of the closures and the number of people laid off and all of that so they did some new math and thought it would be at least improved although apparently it got worse. Dave said correct.

Howie said he keeps hearing we have the trending information. He said it seems obvious to him what it is telling us. What do the experts say it is telling us; how do we compare? Jolene said our injuries are higher than the average districts our size. Howie asked by a large or small percentage? Jolene doesn't want to be quoted in the newspaper so I would prefer to go back and get you the material in report form. Neil said if he is correct that is more than just the education department that includes all city departments. Correct.

Mark Palmieri said this has been brought up a couple of times about the transfers since I was on the board maybe you can correct me on this. The transfers were always done on the Complex, Food Service and the Rink all three of them every year ran a deficit. The reason why we stopped a transfer at mid year is always exactly what we are talking about. We projected by the end of the year what was going to loose \$100,000 what was going to loose \$200,000 and so forth. We did it at mid year to get us to zero at the end of the year am I correct so it wasn't that anyone was ever hiding anything it was just a matter of whether we did it in January or we did it in June. Am I correct in assuming that? Dave said as far as the Rink and Food Service in the past they were never part of the

budget but now we have put an account in there anticipating what their loss would be so we won't have to transfer any money to those entities at the end of the year but to answer your question as far as mid year it is kind of difficult to know where you are going to stand with these accounts because as Howie and I were discussing for tuition for Special Ed a lot of those expenses don't come in until the end of the year. Halfway through the year it looks like the tuition account has a lot of money in it but at the end of the year it just explodes. Mark said so that is fine then the point then is that we don't need to do the transfers anymore. Dave said I guess if we wanted to do transfers at the end of the fiscal year we would know, based on our records, year to date figures and if we knew all the journal entries that the city was going to put in over there. Mark said so we have changed the accounting system so we don't have to do it at mid year and guess so now we are doing the transfers at the end of the year on actuality. Correct. So that is why that answers the question then that we weren't hiding anything we were just changing the accounting process on how we are handling our monies at the end of the year. I think that should be cleared up once and for all about transfers not being done.

Howie said he doesn't know that they have done any transfers for the past fiscal year. Mark said we don't have to anymore that is what we just said because of the way we set it up. Howie said it depends; if you feel like you need to formally move exact dollars from one account to an under spent account then we would do it but I don't want us to go down that "transfer" path because that is kind of different. What I want to know is related to the timing so you mentioned that the last year's figures were in some time in the following year; September. Correct. Yet here we are in April and we have been told we are \$600,000 overspent so my question would be what has changed from last year to this year relative to knowing sooner rather than next September. Dave said what has changed is that we know the rules of the game have changed because the city is not going to fund any overruns in benefits anymore so we are not going to assume that they are going to cover it. Howie said that is what I thought the answer would be and last year they probably did an audit at the same time and last year they probably uncovered about the same difference and last year they didn't care because they were going to cover it. Definitely. Howie said he thinks that is a big distinction and you were alluding to it too right and it is coming out like it is a big hidden thing. Exactly.

Matt Cavallaro said Cebi made the right point saying it kind of was expected to be over run because they added more expenses to our budget without even increasing the appropriate funding (revenue). So now that in this current year there is an increase in revenue so the likelihood would be that now we are able to fully fund our own workman's comp. Neil said that is the money that comes back in the form of excess cost sharing is that what you are referring to? Howie said when you say more revenue what do you mean? Matt said last year our budget was 79 million this year it is 80 million so they added expenses without increasing the budget from 08/09 and from 09/10 now in 10/11 there is an increase in our budget to 80 million. The additional expenses that they are chewing up so to speak now can be funded with the extra money. Whereas last year there were extra expenses but there was no extra money.

Howie said what he is hearing is regardless of having extra revenue we are still \$600,000 at least at this point. One of my other questions would be how accurate do we think that is I mean what will the final number look like? Dave asked what Howie is referring to? The deficit; the \$600,000 of overspent money. Not overspent. Howie said he realizes that but if it is \$600,000 now is there any way to kind of forecast what you think it might be. No we budgeted this current fiscal year so we upped the budgeted part and again we have become more pro-active with claims so hopefully with both directions we narrow that deficit and I'm hoping it comes in, the way it is trending, a little over \$900,000 and we budgeted \$844,000. Howie said at the end of that period when we get that accurate number we will be overspent by how much? Dave asked for this fiscal year \$100,000 to \$120,000. Howie said not \$600,000. Correct. That is important to know.

Dorinda said we were probably in hindsight so we saw that whether the city was paying or we were paying a million dollars was our actual cost. Yet we budgeted \$844,000 so in hindsight we should have budgeted 1M not \$844,000. Now that we see that in fiscal year 2010 it is actually running at \$1,219,000 I think our 2011/2012 needs to be adjusted because we are going to be short again. Dave said we upped it to a million. Dorinda said you upped it to a million but we are trailing at one million two so we are already two behind. Dave said we are putting some stock into the fact that we are getting a little more pro-active with the workforce in both training and trying to get them back to work sooner with a little better management. I don't believe in the past we did an excellent job or adequate job in managing our Workman's Comp in the field as far as training the people to limit the injuries and getting them back to work as quickly as we possibly can. We are becoming more conscientious of that and I think we can cut off some of the costs and by increasing the budget so coming from both directions I think we can narrow the variance.

Toni Paine stated she has a yes or no question. In part of that figure weren't there at least one or two large lump sums? Howie said in the 1.2M? Yes as far as journal entries go. Howie said he is hearing three things. One, given the circumstances we ought to air on the side of caution and be conservative and estimate a little higher. Then you are not stuck. It is still hard but at least this is my interpretation. Secondly when we communicate to the public there is a \$600,000 overspend it sends a misleading and confusing statement to the public; never mind the public to the board. Everyone then asks, "What exactly does that mean and what is going on"? I would suggest that if Workman's Comp is the main issue we need either a task force, a sub committee, or somebody to take charge of insuring that if we are 10, 20 or 30% above norm that next year we are at norm and the following year 10% below norm. Would you agree as I think we should be clear about that?

Dorinda said she mentioned the following when she first came on the board. The city of Bridgeport had a steering committee made up of board members, management and also a union representative from each union that they selected. It is really important that we work in partnership and anything we develop that possibly we develop together and it was a huge cost savings initiative. It wasn't just Worker's Comp it was health benefits and everything that fell under the health benefits line item. There was a lot of discussion about what they could do together because everyone recognized if it is out of control then

the employees suffer at the end of the day. It was a great tool and then it had little sub committees under that so we might develop something like that task force which has board, management and union on it.

Howie said he will reach out to everybody and get their opinion on how to move forward. When we were negotiating the teacher's contract they were kind enough to bring in an expert consultant that came in and talked about ways to reduce costs and be preventative etc. Somehow working collaboratively, being more transparent, recognizing this is a team and everybody needs to do their very best to ensure that the money we are allotted goes to the children and their education I think that is the bottom line and not to all this other stuff.

Howie asked if there were any other questions on this topic.

Dorinda has questions unrelated to Worker's Comp so her question is how are we proceeding with going over the budget in the next couple of weeks? Howie said that is a good question. Howie asked Neil to respond to Dorinda.

Neil said on Thursday night the council will pass an operating budget and we will be given a dollar amount and at that point we can go in any direction the board chooses. Normally we have presented a budget that we believe can be balanced ad se can show you the points. Obviously right now there is no secret we have asked for 2.4M and as of today we are going to receive a million over what we are currently operating on. I do believe we can go less than that because we are going to get some teacher retirements. In fact we have more tonight that we are going to add to our agenda. That will reduce the amount and those are givens we can build into the budget. We can start looking at some of the bigger accounts like Special Ed and where we finished the year this year we might be able to reduce some reductions there and then at that point it will come down to \$100,000 here and \$100,000 there. We can give you a budget and can also give you some options if you choose not to go with those recommendations. We met today to start to look at what we would be presenting to the board. This is how we have proceeded in the past and it is what we can use as a starting base and then at the board's pleasure we would make the final adjustments. Howie asked if we were all good on this.

Rob Saley wanted to go back to the Workman's Comp. He said they did have a meeting with CIRMA because he thought there was an issue with it. They did mention that we do have a high rate of Workman's Comp so we did start something and he thanked Jolene because he has harassed her a lot in the last month in a half and he appreciates that Jolene. He is all for keeping the Workman's Comp down so he is hoping we can do something like was said.

Dorinda asked if they were going back to the Status of Schools before we moved on to Student Representation. Neil stated he is done. Howie said we have no student reps here tonight so it will be back to the board for us to each ask any questions.

C.1.b. Student Representatives

C.1. c. Board

Cebi read in the paper that Mrs. Lamb was a teacher in the West Haven School System for many years and recently passed away last month at age 98. Her family said that one of the greatest joys in her life and her proudest accomplishments were teaching the students of West Haven so it was nice to read that. It was nice to see that long life span and a big part of that was teaching in West Haven.

My only other concern which was probably brought up by a lot of parents is about the plan for changes at Carrigan. I think the plan has a lot of good ideas in it and especially as a parent of a student who is at Carrigan currently I see a lot of good things going on at Carrigan. I think it was the lady who spoke from the lunch room that said the first year of change is always the hardest. The recess period even if it is at 15 minutes I definitely think should be a mandated item not at the teacher's discretion. It should be worked out to a certain time of the day. It doesn't have to be the same time for all the kids obviously but Room 10 will go out at 12:15 PM working recess into their day so the kids know. Kids are looking forward to getting this little bit of time to chat with their friends or run around. My biggest concern would be that the teacher's don't dangle it like a carrot. Not that I am implying that any of them do or would but it is always better to have that spelled out in advance so that doesn't become an issue. More after school clubs was a good idea and would be a highlight for the kids there. Cebi also wanted to commend Mr. Cavallaro on a recent letter she received from a parent relaying a few concerns at the high school and Bailey that I directed to Neil and he promptly passed them along to the appropriate people. I corresponded back with the parent who was happy to hear that there was such a quick response and that her concerns were addressed. She thanked Neil.

Toni Paine saw the presentation of the proposed changes at Carrigan and three quarters of the concerns I heard this evening weren't part of the presentation. She didn't think that the issue was discretionary or at least she did not hear that part. What was not brought up today was that there was a savings for the school believe it or not with all of this.

Toni has a question about the rink and graduation. In June the ice is up. Have we ever seated people at the rink? You beautiful seating around to watch and have a beautiful facility, you have rest rooms, you have ample parking and you don't have to worry about bad weather and it is a very clean facility. Did anyone consider it at all?

Neil said up until last year we have always had it ready as a backup site for the high school graduation. It is something we are considering this year. His preference would be at the Stadium. You have ample seating there and would not have to limit the people. He knows that 1,505 is the maximum number of people he can put in the stands at the rink. With a graduating class of about 500 kids that is only 3 tickets per child. If the graduation takes place outdoors kids are given unlimited tickets; however they are only given three tickets each if it takes place in the rink. Toni said but you have to set it up as a backup site anyway. Well last year we said why waste all the time setting up if we don't think we will use it. Toni said it is just a thought you have restrooms and you wouldn't

have to worry about people rushing the field. Neil said it is a good thought but we actually have more graduating from Bailey than we do at the high school so it would be tight. Neil said we have enough turn around time where we can get it done and we can make both classes feel special.

Dorinda said on the Carrigan structure on the recess issue our health and wellness policy says students require 100 minutes of recess so 15 minutes wouldn't make 100 minutes of recess in a week. Neil asked if it says recess or physical activity because we would also add gym to that as well. Dorinda said you are right physical activity. It also says recess can not be taken away for a punishment and I know that classes do that. Neil thinks that is a great point and is something I brought up when I spoke with Mrs. Bonaldo last week that we would not use that as a punishment. When five kids misbehave we punish those five kids we don't punish the entire class. That is rule #1 when you go to school to become a teacher. Those are two excellent points that we would certainly abide by.

Dorinda didn't know if we were getting a detailed committee update on the rink tonight but wanted to make sure we are doing an internal analysis at the same time we are putting it out to bid that is what we had committed to doing at the last meeting. We said it would be simultaneous and would be a way to do our due diligence but an internal study would be done about ice time and a lot of the points a lot of the hockey groups have brought up. Is that being done and who is doing that?

Rob said we have a meeting tomorrow at 8:30 at the BOE and that will be broached. We are going to address the process; this is the next step in the process. There is no committee meeting. Dorinda said OK so we won't just get the RFP and the bids. Before we pick a vendor we will get what it will cost to outsource and here is what it looks like internally. We need to compare. Yes the juxtaposition will be there.

Dorinda said she knows it is running late but we don't get to meet that often so the Parent Liaison Myrtle is retiring so where do we stand with replacing her? Neil said Myrtle retired in January and we haven't replaced her yet but we do have some ideas but we have not posted the position because we would like to make some changes.

Anne Druzolowski said there is new legislation where a parent liaison may speak to school governor's councils and we are going for exposure and training to that through a new state requirement. Anne will forward information upon receipt to the board before they do anything. Dorinda asked if we were required to have this through Title 1. You are responsible to have parent involvement. It doesn't necessarily mean it has to come from Title 1. Anne would rather we look more broadly at this because the schools that are not Title 1 would not have that.

Dorinda said when we had a presentation at Pages on our CMT's we talked about receiving a district wide improvement plan about what we were going to address specifically at what schools. Do we have a district wide plan that can be sent to all of us that addresses this? Neil said no because we are waiting on formal approval from the

State. They have it and we have been working off of it. We can give it out if we put draft on it. We will get you the copy.

Dorinda felt that there was a common theme tonight and that was the communication. It is frustrating for parents and equally as frustrating for a board member. She knows you can't get ahead of face book and the rumor mill but at the very least I would like to be more informed in between board meetings. Parents have been calling me about the restructuring of Carrigan. Neil said there was no mention of restructuring. Dorinda said that was there take that is my point and when I'm caught off guard I can't respond and be supportive. She received 12 emails within 15 minutes about the Bailey graduation and she doesn't know about these issues; she doesn't know what is going to hit the newspaper. She wants to know about things ahead of time. It is challenging to do your job when you don't have the information. She would like a head's up. Neil apologized and said when those things kind of come up and they catch him off guard too. The Bailey graduation just came up the other day. As soon as we heard about it we tried to resolve it. He tried to correct it before it could even get out there. We will try to do a better job.

Dorinda said they will have a Health Fair May 17th 10 AM to 5 PM at the high school gym for employees and their families. Jolene, Donna and Jon Capone are helping me work on this. Anthem will be on hand with blood pressure and cholesterol screenings and a mobile mammography unit.

Sean said the Music Man Production at Bailey was a great success. He was proud of the quality of the production and the use of the resources they had. It turned out to be a great production. Bailey and Carrigan will be great feeder programs for the high school and it will really improve on arts as a whole in the city.

What Sean find frustrating about communication is not knowing everything when we should know it and that board discussed items are getting out but are not getting out at the levels they should be getting out? You are getting little hints and a hint grows into a terrible rumor. You can state we aren't receiving the right amount of money and automatically 80 people are getting laid off. What we need to start doing on our level is if we get the right communication coming from you guys is maintaining that communication and not letting it out piecemeal. As whole information is not getting out in a concrete manner and it just explodes. Emails come in and when I know part of the plan it sounds like the end of the world is coming. That is what a rumor mill does it takes information and makes it grow. When information gets released it should be released in a concrete manner. It is frustrating when information that I know has not been formally released comes back to me totally out of proportion.

Rob Saley Mr. Chairman we are going to have a meeting on finance and will wait until that meeting to ask questions is that it? Howie said after Thursday when we get the final number we will set something up. Communication is the most important part of any relationship. If we get the information we can help allay the fears that parents have. We need to keep the communication lines open.

Eric Murillo totally agrees. Everybody uses emails and sometimes he doesn't get the initial information and doesn't know what everyone is talking about and he finds this kind of upsetting. We need to receive the information we need to know. He didn't know about Carrigan and felt he was kind of out of the loop there. He tries to get his colleagues to help him out and get him the information.

Patrick Egolum has a committee question so he will wait until committee.

Cebi Waterfield said if Neil spoke first, before the public session, about the plans at Carrigan perhaps the parent's fears would have been alleviated.

Howie said we have done that a couple of times this year on a specific issue but would get concerned if everyone knew there was a real hot issue and it ended up being two hours before public session would begin and it could ultimately be that way. That would be my only concern.

Toni Paine said if it is a hot issue and the information is not given first we get articles in the paper because Amanda is here during the beginning but is not here for the explanation at the end. Maybe if it looks like it is going to be a volatile issue we could just give a little presentation first. Howie agrees and states we have done this before to answer a lot of questions. What he also stated is that sometimes board members find things out in the paper before anything is said at a board meeting. He wants to make sure that doesn't happen.

Howie thought one of Cebi's emails about starting a teacher advisory committee was interesting. This might be really worthwhile investigating. A voice from a very important constituent that can weigh in on the things we are talking about on a regular basis is an idea and maybe people can respond to him about this via email.

Howie is very proud of the fact that the school has worked so hard to do all the work that Doug Reeves has laid out relative to formative assessment and working collaboratively and really trying to improve our teaching and learning. Howie asked if there is a way to predicate and estimate how we will do on these high stakes exams at this point.

Anne Druzolowski said when you look at the benchmark assessments kids are right on target. We are not seeing any big changes. The concerned groups is always going to be the sub groups as it is in a lot of different districts; the ELL and Special Education. With a bigger push in the area of intervention we will start to see those change.

Rob Saley asked doesn't the state track the kids on the CMT's? Anne said they track them based on the CMT being taken but that is not telling you how many years you have had a child in your school district. We can chart them from kindergarten or pre-school and look at the impact of curriculum during that time period because kids do come in and go out. This is not a sub group. The sub group they use federally to identify is based on ELL, Special Ed as well as other ethnic sub groups and how they are performing against the white sub group the whole.

C.1. d. Committees

Eric Murillo would like to make sure the Wellness Group gets together. Howie said well you heard me ask Mr. Belchak. Eric just wanted to follow up. Howie said to talk with Alan before he leaves.

Rob said they will hold a Policy Meeting on May 16th before the regularly scheduled board meeting at 6:00 PM. He would like to have Donna Kosiorowski come to the meeting. He would also like to discuss uniforms so he would like a letter put out to the PTA Council and the principals of elementary schools so they can attend. At 6:30 or 6:45 PM he would like a small facilities meeting to discuss what we are doing with the RFP and where we are going with that.

Neil asked if Rob wanted a pre-meeting with Donna before this because he knows she has some things that she wants mentioned. Rob said she sent him all of that. He will email her once he reviews it again. Neil said Donna received a recommended policy.

Dorinda asked Rob to have Donna give a summary on the whole flu shot going forward next year. Children are going to be required to have their flu shot or they can't attend.

Sean Maher said there was a curriculum committee meeting last week to discuss the Fresh Link Project. The minutes were finished today and were added to the addendum. The minutes will be on line for everyone to read. He thought some very healthy discussion came from this meeting. Discussion that came everywhere from health and wellness and nutrition and things like that which he knows were a major concern. Facilities were also touched upon and things like that. Specific to curriculum Dr. Druzolowski did discuss the way our curriculum right now as it stands is full at best and adding something to the curriculum at this point would be difficult; not that it is totally impossible but if we are already unable to invest in some of the CMT heavy curriculum like reading then it would be difficult to invest in additional curriculum for nutrition at this point. What came about by the end of the meeting was that Dr. Druzolowski would explore with Principal Gardner the possibility of having a garden club at the high school which then could grow under the right direction into something that could involve a farm.

Anne Druzolowski said she has spoken to Pam Gardner already about this.

Dorinda said her committee is parent communication and with all the communication that we need to improve perhaps she should hold sub-committee meetings maybe on off weeks from board of education meetings and maybe Neil can give her some things that they can go over and invite the PTA Council. She thinks this can be an avenue to help improve things by giving updates.

D.1. Approval of Minutes

Before doing the approval of minutes Mark Palmieri made a motion to add the following addendum item to the agenda for tonight's board meeting

Sean Maher seconded the motion

All board members were in favor

D.1.C. Minutes have been added to tonight's agenda

**D.1.c. West Haven Board of Education Curriculum Committee Meeting
FRESH LINK (The Garden) held at City Hall, 355 Main Street, West Haven, CT on April 28, 2011 at 6:00 PM**

Mark Palmieri made a motion to add the following addendum items 11-41 to 11-44 to the agenda for tonight's board meeting

D.2. Resignations: (Certified)

**11-41 Deborah Donegan, Elementary Teacher – Seth Haley
Effective June 30, 2011
Reason: Retirement**

**11-42 Kathleen Zarnowski, English Teacher – Bailey
Effective June 30, 2011
Reason: Retirement**

**11-43 Susan K. Walker, Library Media Specialist - Bailey
Effective June 30, 2011
Reason: Retirement**

**11-44 Patricia R. Pietrosimone, Elementary Teacher – Savin Rock
Effective June 30, 2011
Reason: Retirement**

Rob Saley seconded the motion

All board members were in favor

D.2. Resignations: (Certified) items 11-41 to 11-44 were added to the agenda for tonight's board meeting.

D.1. Approval of Minutes

**D.1.a. West Haven Board of Education Regular Board Meeting held at City Hall, 355 Main Street, West Haven, CT on April 4, 2011 at 7:00 PM
(Enclosed)**

Howie Horvath asked for a motion to approve the minutes D.1.a.

Sean Maher made the motion to approve the minutes D.1.a.

Mark Palmieri seconded the motion

All board members were in agreement

Minutes D.1.a. are approved

D.1.b. West Haven Board of Education Facilities Committee Meeting held at City Hall, 355 Main Street, West Haven, CT on April 4, 2011 at 5:30 PM (Enclosed)

Howie Horvath asked for a motion to approve the minutes D.1.b.

Mark Palmieri made the motion to approve the minutes D.1.b.

Eric Murillo seconded the motion

All board members were in agreement

Minutes D.1.b. are approved

D.1.c. West Haven Board of Education Curriculum Committee Meeting FRESH LINK (The Garden) held at City Hall, 355 Main Street, West Haven, CT on April 28, 2011 at 6:00 PM

Howie Horvath asked for a motion to approve the minutes D.1.c.

Mark Palmieri made the motion to approve the minutes D.1.c.

Dorinda Borer seconded the motion

All board members were in agreement

Minutes D.1.c. are approved

D.2. Resignations: (Certified) & D.3. Resignations: (Non-Certified)

D.2. Resignations: (Certified)

11-35 Charles T. Gagel, Technology Education Teacher – WHHS
Effective: July 1, 2011
Reason: Retirement

11-36 Roslyn Proto, Elementary Teacher – Mackrille
Effective: June 30, 2011
Reason: Retirement

11-41 Deborah Donegan, Elementary Teacher – Seth Haley
Effective June 30, 2011
Reason: Retirement

11-42 Kathleen Zarnowski, English Teacher – Bailey
Effective June 30, 2011
Reason: Retirement

11-43 Susan K. Walker, Library Media Specialist - Bailey

Effective June 30, 2011
Reason: Retirement

11-44 Patricia R. Pietrosimone, Elementary Teacher – Savin Rock
Effective June 30, 2011
Reason: Retirement

D.3. Resignations: (Non-Certified)

11-37 Antoinette O. Russo, 10 Month Clerk – Savin Rock Community School
Effective: End of the 2010 - 2011 school year
Reason: Retirement

11-38 Daniel Searles, Assistant Custodian – Forest School
Effective: March 31, 2011
Reason: Retirement

Howard Horvath requested a motion to approve D.2. Resignations: (Certified) and D.3. Resignations: (Non-Certified)

Howard Horvath read off all the names and thanked everyone for their dedication and years of service.

Patrick Egolum made the motion to approve D.2. Resignations: (Certified) and D.3. Resignations: (Non-Certified)

Sean Maher seconded the motion

Discussion: Neil Cavallaro said these are all long term employees who will be missed.

All board members were in agreement

Resignations Certified and Resignations Non-Certified are approved

D.4. Leave of Absence: (Certified)

D.5. New Hire: (Certified)

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

D.7. New Business

11-39 ED-099 Addendum Healthy Food Certification Approval

Howie Horvath asked for a motion to approve D.7. New Business item 11-39

Mark Palmieri made the motion to approve D.7. New Business item 11-39

Dorinda Borer seconded the motion

All board members were in agreement

D.7. New Business item 11-39 is approved

11-40 Request from Pat Libero, Principal, Mackrille School that the bench, sign and garden with pavers be allowed at Mackrille School in Debbie Hutchinson's memory.

Howie Horvath asked for a motion to approve D.7. New Business item 11-40

Mark Palmieri made the motion to approve D.7. New Business item 11-40

Patrick Egolum seconded the motion

Discussion: Neil Cavallaro stated that Pat Libero said all the money has been raised for this project. Howard Horvath stated that it warmed his heart to drop off his kids at school and see Debbie there. She was a fierce crossing guard and will be missed by all.

All board members were in agreement

D.7. New Business item 11-40 is approved

F. Informational

Nothing to add under informational

Howard Horvath requested a motion to adjourn.

Mark Palmieri made the motion

Patrick Egolum seconded the motion

All board members were in favor

The meeting adjourned at 10:10 PM

Respectfully submitted,

Marylou Amendola,
Board Secretary