

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

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

BOARD MEMBERS

IN ATTENDANCE:

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

BOARD MEMBERS ABSENT: Patrick Egolum

ADMINISTRATORS PRESENT: Neil Cavallaro, Superintendent of Schools
Anne Druzolowski, Assistant Superintendent

CITY OFFICIALS PRESENT:

**STUDENT REPRESENTATIVES
PRESENT:**

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

B. Public Portion of Meeting

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

Margi Maher, 403 Center Street and a teacher at WHHS invited the board to the first show of their season on September 20th and 21st at 7:30 PM. This is a fundraiser for the Little Theatre and it is called Tuesdays with Morrie. Sean Maher is playing Morrie and an alum who was also his student is playing Mitch; Dan Ferriouolo. Please make a reservation because people are really excited about it. You may email me at Margaret.maher@whschools.org for reservations.

Margi passed out flyers for the entire season and thanked the board for all their support. The board gave thanks. There were no other speakers. Public session closed at 7:05 PM.

C. REPORTS

C.1.a. Administration/Status of Schools

Neil Cavallaro stated the school year had a very good opening this year; he said it was uneventful which is always a good thing. He received a lot of favorable comments and he appreciated the email Cebi sent about how great the buildings look. Joe Falzone and the guys did a great job. They work very well together. We are monitoring the bus counts and some adjustments will be made.

The kindergarten classes at Washington School have had an overflow and we have moved some kids to Mackrille to balance out the classes. These are things we do every time at this time of year.

We normally do school transfers at this time of year under No Child Left Behind but we did not do any school transfers because as part of the waiver we were not obligated for school choice. We only move kids for two reasons: class size and racial balance and we do not separate families.

Pat Libero asked if a child can remain in the school they are transferred to. When a child is moved from one school to another the general rule is if a parent can transport the child they can stay in the school pending room. If there is a bus they will also be offered transportation.

Eric Murillo asked about the waiver. The state applied to the federal government and received a waiver as far as abiding by the No Child Left Behind Law and there are several requirements that they have to do in lieu of the law. They have to develop a comprehensive evaluation plan for teachers and administrators etc. We will still get the same Title 1 money so we can use it for support services.

Dorinda said parents sometimes look for transfers because one side of the street goes to one school and the other side to a different school. Is that because of the way the streets are broken up? District lines haven't changed in a long time and it is probably something the board should take on at some point and look at a total redistricting plan. When we closed the two schools we tried to keep the neighborhoods together and if streets were separated it is not because of anything we have done in the last few years. A lot of times it is even the difference between a walking child and a bus student; it is the street they have to cross. They draw the line when you have to cross a main street.

The Assistant Principal's position will be posted shortly. Mike Anquillare will serve in this position but is not interested in the job and will not be applying. We didn't want to put someone who is a candidate in there because it would give them somewhat of an advantage.

Dorinda received calls from Savin Rock and Mackrille parents who asked if we cut back Art. Anne Druzolowski stated we have increased it. Neil said we have the same number of periods

this year as last but sometimes there may not be the same number of Art teachers, Phys Ed teachers, librarians and music teachers so depending on the school to cover the periods one school may get a little more art and another a little more music but we have not cut back at all. A further discussion took place.

Dorinda asked if we will have a financial report tonight. Neil said Dave could not make the meeting tonight but he and Matt will give a full report at the next meeting. Last week they filed the ED 001 to the state and he will update us at the next meeting. Dorinda feel the agenda should have a financial report as a standing item because it is such a large budget and the nine board members are responsible so it should be a permanent item on the agenda. Dave doesn't have to be here we could even get the report ahead of time.

Mark asked what numbers are you looking for.? Dorinda said a YTD Report would be good with the categories. Mark said what is encumbered and what hasn't been encumbered is the main problem. Dorinda said true it won't be accurate but it will be inconsistently accurate. Neil said this will give the board a good idea in case someone says are you overspending or if the city says here are what our numbers are. It gives us good reason and justification to do it. Cebi said even if it is once a month. Dorinda doesn't want someone to say the nine of you haven't looked at financial report in three months. Mark said that is a very good point.

Neil said out of the 514 kids that were enrolled last year at Bailey we lost a very small percentage to the private or magnet schools. We lost four to charter schools, 39 to magnets and 21 to private schools so that is a good sign for the high school; it is a very low percent less than 10%. That is a good number.

Anne Druzolowski said they had the conference with the State Department relative to the Alliance Grant and we are making some very minor changes and resubmitting them. They are very slow in getting back to anybody. We will be working with a committee on both of those evaluation systems for principals, administrators as well as for teachers. This has to be implemented in 2013.

C.1.b. Student Representatives

C.1.c. Board

Bob Guthrie said on Wednesday, September 26th CAFE will be here at 6:00 PM to discuss Roles and Responsibilities. On October 1st CAFE will hold a workshop on Teacher Evaluation, Bullying and School Climate in Rocky Hill. Information will be sent out to board members. Mark asked that a reminder also be sent out about the CAFE meeting on the 26th.

Toni Paine was quite impressed with the work done at Bailey

Cebi Waterfield was at the first day of school with her kids and Mr. Weber at Carrigan was out with his bullhorn directing the kids and everyone was having a great time. Things went very smoothly. Her older daughter at Bailey would not allow her to go on the property but arrived

home again so things went well there too. Dorinda said their kids are in the same class so that teacher wants to know how he got that lucky card. They were really happy with the opening too.

Dorinda said they will be having a Health and Wellness Committee at the start of the year and was looking for some feedback on the employee Health Fair; how many attended and what was the feedback so we could talk about it.

Eric was concerned about all the things going on at Bailey and was so pleased that everything worked out perfectly. He wanted to compliment everyone for doing a great job.

Mark Palmieri attended the Building Oversight Committee Meeting and has a report. The Chairman of the BOC is also here Ken Carney. Mark said an excellent job was done at Bailey. Mark commended everyone; Mr. Carney, Dr. Cordone, the staff, custodial staff, even all the contractors. They had the Certificate of Occupancy on Wednesday. There is a small punch list but the communication that went on there helped a lot of the issues at hand there. Everyone did a great job. Another issue that came up was when the Board of Ed is moving back to City Hall. Mark spoke to the Mayor and he said Mr. Carney has had bids out and the Mayor is trying to phase everything in at once not only the Board of Ed side but also the city side and have rugs, ceilings and some paneling done so they can do all the work together. This work should be taking place soon once the Mayor signs off on it. Mark understands from Mr. Carney that it is probably an eleven month process. They gave this project that much time so they would not receive penalties for not finishing on time. They believe it will be done in less time.

Another item that is definitely on everybody's agenda is the new high school. They voted on an owner's rep on the 28th. The owner's rep was picked (CREC) and we need to start by June 1st of next year.

Neil said perhaps we can have Ken give an explanation of what the owner's rep roles and responsibilities are when you finish. Mark said once they get their contract signed he thinks we should have them come to the board and the council and present what needs to go on the timeline; that is his personal opinion once everything is signed off on. Mark said I would like to ask Mr. Carney because he is the one behind this just to give a brief presentation about it.

Mr. Carney said the most important issue is the start date. The state defines the start date by the signing of the contract with the contractor. Our deadline is June 7th coming up. We don't have the time or the opportunity based on the design phase to start the actual project. What is commonly done is that a sub project is started; whether it be some abatement, some demo and that constitutes a start date. If we sign a contract with a subcontractor or a contractor to do partial work then you wouldn't have to do it by June 1st you send the signed contract and that secures our eighty two million dollars. That is how that works. The potential fatal flaw here is if we don't get that contract in place before June 7th we are subject to lose those funds. The owner's rep chosen has been in this position many times before and has been able to deliver that contract. Neil asked Mr. Carney to explain that role in how that company person being in place will expedite or allow the city to move forward. Mr. Carney said there are three components to our team: owner's rep we chose the other night, the architectural firm which is narrowed down to four and the owner's rep will help us chose the architect and the construction manager who is further down the line.

Those are the three firms that will actually run, design and build the school. The owner's rep is responsible for the day to day activity going on at the school and will report to the WHHS building committee, handle the invoices that come in, communicate with all the different components, do value engineering to make sure that we stay on budget, design things, make sure the program is consistent with the educational spots that the BOE wants and they suggest things. Their immediate role of responsibility is to help us choose an architect hopefully in the next four weeks and work that architect to create a small part of the project to go out to bid and secure that project before June 7th and that will constitute some of the job. They have two facets to their organization; they have the team that actually guarantees our reimbursement. They do the paper work and monitor the reimbursement and move the cash around and do cash projections and work with the state and identify eligible and ineligible costs. The second part of their firm is the construction part of it. They have a full time construction manager on site 45 to 50 hours a week and check with the guys who do the mechanical/electrical design to make sure that they are keeping up with the architect and everything is working. This is a full time position which makes sure that the owner being the City of West Haven is protected. Chairman Palmieri thanked Mr. Carney.

Dorinda's biggest concern is that we have no money for this project coming from 2013/2014 budget. How are we paying for any of this; what budget is it coming from? Mr. Carney said the mayor knows the finances better than he does but he will tell her what he does know. Our reimbursement rate is almost 76%. There is money available to pay these professionals prior to us putting any money out at all. At the end of the day we are possibly looking at financing twenty one million dollars. The overall long term debt for the city is starting to decline and will decline rapidly in the next few years. The mayor plans to ban or bond the twenty one million dollar responsibility to make sure the debt payment doesn't go up on an annual basis so he needs more time and the way he will achieve that is by utilizing state funds. We have made it very clear to these professionals that they will go ahead and work and not be paid for their work right away. There will be no money available at all this year is what we told them. These are big firms with deep pockets and it is not uncommon and they understand.

Dorinda said in order for them to apply for the funding the council has to approve the budget which means it has to go into the budget and we aren't at that point yet. Dorinda hasn't seen anywhere on record that we have seen clearly that this project is going into the 2013/2014 budget. Do we have any indication from the mayor that he will put it in his budget for the council to approve it? Mr. Carney said his understanding is that we received an approval from the council which allowed us to apply for the EDO49. That approval from the council allowed for the City of West Haven to accept all the expense of the school and fund the entire project. The one hundred million dollars is in the capital plan which has not been funded and at some point will need to be funded. The work being done is soft cost work; a small percentage of the overall one hundred nine million dollars probably with the architect and owner's rep maybe 6.5 or 7M. That is what you will spend in the first 18 months.

Dorinda said we will need to know when the budget is put together right and the council approves it whether this project is going forward because if we are spending the money and this project doesn't go forward how are we going to pay for these guys. Mr. Carney doesn't know that the project is not going forward. He thinks when we start making commitments to pay the

architect and owner's rep and we have 82M sitting on the sidelines as a grant I believe the project is going forward. Dorinda said it can't go forward unless we bond for it. Neil said here is his question. The mayor has to sign a contract and as soon as he signs a contract basically he has made a commitment. Mr. Carney said sure he thinks it will happen in the next week quite honestly. He is not speaking for the mayor but he is bringing in the contract this week for the owner's rep.

Cebi said in that line of reasoning it makes sense for us not to bond our portion too soon because then we are going to be paying interest on money that we don't have to spend right now. Correct. Mark would like to have Ed Arum come to a board meeting because he has saved us 5M already and would like him to explain a lot more of this to us and explain how that 82M is used before any City monies are bonded for. A further discussion took place.

Bob Guthrie said the 2013/2014 budget will be set in stone prior to June 7th so someone will have to make the direction known by that June 7th magic date. That budget will already be pushed on to the city council with the mayor's recommendation and moving on. Bob agrees with quarterly financial reports and the chairman and I have spoken.

Bob said it still bothers him as a West Haven resident, West Haven taxpayer and West Haven board member that the West Haven Board Offices are still in Orange. That was supposed to be a short term fix or a pause and we are now hearing eleven months which means we will not be back for this school year. You are potentially talking two more years out before the board of education comes back to West Haven.

Ken Carney said the overall project for City Hall was originally designed for three months of design work which was actually put into the architect's contract and if he didn't achieve a three month completion he was going to be billed \$200 a day or something. He achieved that. Then there was supposed to be nine months build time which he thinks is still possible perhaps seven or eight months is more likely. The problem was due to changes we requested as a city to explore other parts of City Hall in order to save money. The state treated the project as a new construction project. They asked for things like a light study and bus route. We took out 16 bathrooms and are adding 8 and they wanted a 4 page report filled out from the Water Company stating there is enough water coming to City Hall. They wanted proof that the parking lot was no more than a 2% grade and that we were using wireless internet; this went on to the tune of 35 requests that ballooned this out of control for almost a year. For the final review the state said we are 6 months out; come back in 6 months. The schedule was lost at that point.

We now have a low bidder and have negotiated \$303,000.00 off the price and the mayor wants to take advantage of exploring and rolling into that project some cosmetic work to this part of the building. Mr. Carney is presenting the bids to the mayor tomorrow and he thinks the decision on city hall will be coming very soon.

Bob Guthrie said that it was publicly stated the Board of Education is moving from Ogden Street to Yale West Campus for a specific temporary time frame but it wasn't. Mr. Carney stated that the rent the BOE is paying was put on the EDO49 and is also reimbursable. Bob asked what the current rent is. Mr. Carney thinks it is \$61,000.00. A further discussion continued.

Dorinda wanted to make sure she understood this. Six weeks ago there was a bid given and then...Mr. Carney said no prior to that there was a bid give and six weeks ago we settled on a contractor and finished our negotiations with that contractor so six weeks ago we had a contract that was ready to be signed by the mayor. Dorinda asked what now a new bid. No during the last six weeks we have gone out and priced all new carpet at City Hall, we priced spraying the ceilings, we priced all new windows throughout the building, we priced a new parking lot and those numbers I'm presenting to the mayor tomorrow and he will decide how much of that he wants to roll into that contract. Dorinda asked why we have to wait 6 weeks for all that information if the contractor has already been picked. Mr. Carney stated because that was work that wasn't part of the contractor's work. The reality of it is that those numbers weren't available to us six weeks ago and for the last six weeks we have been walking city hall and getting those numbers to him.

Neil has said yes we are ready to move just let us know when and he thinks we have been very cooperative. One of the issues Neil believes the mayor has run into and why things have changed is because the people who currently work in city hall wonder how you can do just the Board of Ed section; you can't neglect the rest of city hall. The question is how big we should expand this project; shall we make it one big whole renovation project, should we just do the Board of Ed and get them here and then worry about the rest of city hall. Neil thinks that would create a lot of tension between the board and the city and we are trying to come in and make this a smooth transition. If it is just us fine we are ready to move whenever the offices are ready. If it is going to be an expanded project we need an answer as to what the scope of the project now looks like and as a result we have to push it out a certain number of months 3, 4, 5, 11, or 12 months those are the decisions we are waiting for. Mr. Carney agrees it took a lot of personal time and wishes this thing started a year ago but between the state intervention and what they requested for that 1.2 million and this new concept now to roll some of this other work into the low bid contractor work but he thinks in his opinion he is not speaking for the mayor but we will see something soon on this.

Bob Guthrie said when you say rolled into this project rolled into the reimbursement based on educational reimbursement. No there is a considerable savings not because of reimbursement but because a contractor is here, his set of costs have been paid for and for him to come in and replace the carpet while he is here and have his guys spray the ceilings for city hall you realize considerable savings. The board gave thanks.

C.1.d. Committee

D.1. Approval of Minutes

D.1.a. West Haven Board of Education Regular Board Meeting held at Bailey Middle School, 106 Morgan Lane, West Haven, CT on August 20, 2012 at 7:00 PM.

D.1.b. West Haven Board of Education Special Board Meeting held at Bailey Middle School, 106 Morgan Lane, West Haven, CT on August 20, 2012 at 7:00 PM.

Mark Palmieri asked for a motion to approve D.1.a. and D.1.b.
Betsy Davis made the motion
Cebi Waterfield seconded the motion
Discussion: None
Mark Palmieri Abstained because he did not attend the board meeting
Patrick Egolum was not present
All other board members were in favor
The minutes are approved

D.2. Resignations: (Certified)

12-119 Lisa Ricci, Math Teacher – Bailey Middle School
Effective: August 21, 2012
Reason: Personal

12-120 Christina M. Romano, World Language Teacher/Spanish – WHHS
Effective: August 29, 2012
Reason: Personal

D.3. Resignations: (Non-Certified)

12-121 Sherry Crowell, Para Medical Building - Pagels
Effective: August 24, 2012
Reason: Personal

Mark Palmieri asked for a motion to approve D.2. – D.3. inclusive
Bob Guthrie made the motion
Dorinda Borer seconded the motion
Discussion:
All board members present were in favor
All Items D.2. through D.3. inclusive are approved

D.4. Leave of Absence: (Certified)

D.5. New Hire: (Certified)

12-122 James Flanagan, 512 Leetes Island Road, Branford, CT 06405
Autism Learning Lab Teacher – Pagels School
Effective: August 28, 2012
Salary: \$41,522.69 (Step 4 BS+30)

12-123 Caitlin Dougherty, 180 Country Hill Drive, West Haven, CT 06516
Speech and Language Pathologist- Washington School
Effective: August 28, 2012
Salary: \$45,695.13 (Step 4 BS+60 includes stipend)

12-124 Melissa Febbroriello, 32 Maple Avenue, Clinton, CT 06413
School Social Worker - Forest
Effective: August 28, 2012
Salary: \$49,579.53 (Step 4 BS+60 includes stipend)

12-125 David Gilchrist, 12 Blackwell Road, Old Lyme, CT 06371
Technology Education Teacher – Bailey
Effective: August 28, 2012
Salary: \$48,448.61 (Step 7 BS+30)

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

12-126 Cheryl Mongillo, 536 Jones Hill Road, West Haven, CT 06516-6330
3 Hour Cashier – Washington School
Effective: August 29, 2012
Salary: Per Contract

12-127 Joan Piccolo, 151 David Street, West Haven, CT 06516
Medical Building Paraprofessional – Carrigan
Effective: August 28, 2012
Salary: Step 1 plus medical stipend

Mark Palmieri asked for a motion to approve D.5. through D.6. inclusive
Bob Guthrie made the motion
Pat Libero seconded the motion
Discussion: None
All board members were in favor
All Items D.5.through D.6. inclusive are approved

D.7. New Business

**12-128 Agreement Between The West Haven Board of Education (Cafeteria)
and AFSCME Council 4 Local 1303-410 July 1, 2012 – June 30, 2015**

Mark Palmieri asked for a motion to approve D.7 Item 12-128
Bob Guthrie made the motion
Pat Libero seconded the motion
Discussion: None
All board members were in favor
Item 12-128 is approved

F. Informational:

Mark asked if anyone had anything to discuss under informational.

Discussion: Bob asked with the new hires where we stand with any opening are we pretty set. Neil said we are very good except for the two resignations that were unexpected. The math teacher position at Bailey and the World Language Teacher at WHHS need to be filled. Subs are in there now for continuity because we didn't want to hold the teacher for 30 days and have a teacher, sub and then a new teacher. We try to keep as much continuity and consistency as we can.

Mark Palmieri asked for a motion to adjourn
Cebi Waterfield made the motion to adjourn
Pat Libero seconded the motion
All board members were in favor
The meeting adjourned at 7:45 PM

Respectfully submitted,

Marylou Amendola
Board Secretary