The Regular Meeting of the Board of Education was held on April 3, 2017 in the cafeteria of Bailey Middle School, 106 Morgan Lane, West Haven, CT. The meeting was called to order by James Morrissey, Chairman of the Board of Education at 5:02 p.m. The meeting opened with a pledge to the flag.

**BOARD MEMBERS IN ATTENDANCE:**
- James W. Morrissey, Chairman
- Robert Guthrie, Vice Chair
- Susan Walker, Secretary/Treasurer
- Patrick Leigh
- Patricia Libero
- Karen Pacelli
- Mark Palmieri
- Rosemary Russo

**BOARD MEMBERS ABSENT:**
- Rosa Richardson

**ADMINISTRATORS PRESENT:**
- Neil Cavallaro, Superintendent of Schools
- Anne Druzolowski, Assistant Superintendent
- Matt Cavallaro, Director of Finance

**CITY OFFICIALS PRESENT:**

**STUDENT REPRESENTATIVES PRESENT:**
- Andrew Gordon
- David O’Brien

**B. Public Portion of Meeting**

Chairman Morrissey asked if anyone would like to address the board this evening.

Frank J. Paolino 53 Strathmore Road, West Haven President of the West Haven Association for the Administrators read from the attached letter regarding Winkle Bus Company.
April 3, 2017

To: Members of the West Haven Board of Education

Re: Renewal of the Winkle Bus Contract

The West Haven Administrators Association needs to convey our support for the renewal of the Winkle Bus Contract.

The Winkle Bus Company is continually doing extras for our school system. We know that many of these extras have been brought up in the renewal proposal on today’s agenda.

We rely on Winkle Bus to bring parents to PPTs when they don’t have any other means of coming to the schools. If a student somehow missed a bus in the morning to come to school or missed the bus on the way home, Craig always sends another bus to accommodate the student. When field trips are scheduled, Craig always gives us the best possible price as well as providing free busses for in-town trips.

Craig Winkle and the Winkle Bus Company always support events in West Haven. They are there when we need them and always keep the safety of our students in the forefront.

This is a family run company that does all they can for West Haven and never looks for accolades.

Respectfully,

Frank J. Paolino

President --- West Haven Administrators Association
REPORTS

C.1.a. Administration/Status of Schools

Superintendent Cavallaro said he will be brief because we have three pretty substantial items for the board to act on. Superintendent Cavallaro thanked Chairman Morrissey for making it possible to change to an earlier meeting time so that the public could attend both this meeting and the Mayor’s proposed budget meeting tonight.

Representatives from CREC are here to discuss the two items you will have to vote on. If there are questions on the Winkle Bus Proposal Superintendent Cavallaro said he will do his best to answer them. The board gave thanks.

Dr. Druzolowski said there is nothing new to add. Things are going very well in the schools it is a busy time of year and everybody is in the buildings for not just the testing but the teaching. The SBAC Testing seems to be going very quickly now because our kids know how to use the computers well and it works out fairly smooth. We will be coming into a lot of concerts and she will keep the board informed of dates. The board gave thanks.

Superintendent Cavallaro thanked Dr. Druzolowski for all of her work and bringing up to date the educational specifications. She worked very closely with our architects. She and Mike LoSasso from Antinozzi recently went to a meeting at the State Department where they reviewed all the specs. The project began nine years ago and there have been a lot of things that have changed and she has done an outstanding job of keeping up on where they need to be. The board gave thanks.

C.1.b. Student Representatives’ Report

Andrew Gordon said that the Connecticut SAT is going to be held this Wednesday for juniors in the school and during that time we also will be having senior experiences for West Haven High School. We basically have a section of different volunteer options to do in our community. We can do reading at Washington School or go to a lecture at the public library and things like that. CAPT and SAT preps were held at the school recently and we had breakfast for CAPT Scholars who scored a 4 or 5 on the test and also for those who scored over 1,000 on the SAT and gift cards were given out. We had a successful run of Annie a few weekends ago and the senior show will be “Carnations and Caskets” on May 4th for one night only. Spring sports are now starting and good luck to the boys and girls tennis teams. Evelyn Fabian, Student Rep, is actually taking part in a game now so good luck to her.

David O’Brien congratulated all the participants and winners in the Little Miss Westie Contest this past weekend. The third marking period closed today. The senior Scholarship Survey is live today and the WHHS Spring Band Concert is April 20th at 7:30 PM. The board gave thanks.
C.1.c. Board

Patrick Leigh toured the new high school by UNH and talked with some of the builders from Gilbane and the architecture and layout was very impressive. He is really excited to see how the high school is going to turn out. Rosemary Russo congratulated the WHHS Drama Club for doing a great job with Annie; she really enjoyed it. Rosemary gave a shout out to all the Unsung Heroes that were honored last Wednesday night; it was very impressive. Sue Walker also attended the production of Annie and both of our student reps and their absent colleague were wonderful in the show as was everyone in the program; it was fantastic. Sue also enjoyed the Founder’s Day Dinner for the PTA and it brought back many memories because her mother used to run that back in the 60’s and 70’s. Congratulations to the PTA and all the Unsung Heroes. Mark Palmieri said for the three topics on the agenda tonight he hopes everyone has done their homework. He especially said that Mr. Winkle who is a Westie and supports West Haven not only in our school district but also whenever we need anything financially he is one of the first people to step up. For our city itself he is a taxpayer and we would hate to lose him in that regard. Mark is also very elated that we are really moving forward now with the new high school and let’s keep moving forward. Thank you. Karen Pacelli went to Annie and it was phenomenal. She truly enjoyed it and she is looking forward to next year’s performance. She also went on the tour of ESUMS and it was very impressive to see all the technology that is in the school and all the architecture. Karen also attended Founder’s Day and congratulated all the Unsung Heroes. Bob Guthrie attended the Haley Science Fair and also ESUMS which is a Gilbane project so it was nice to be provided a tour with them. Bob asked the superintendent if our shop kids have the opportunity to help the Park Department build some picnic tables to correct that gap for tables this season? Superintendent Cavallaro said we do this annually so it is just a question of us getting together with Mr. Rice and the teachers and we will try to make it happen. Chairman Morrissey went on the tour of ESUMS and it is quite an impressive school with the most modern technology. It looks great and as Bob said it is the same construction company that is going to build our new high school. We are very happy about what they did over there and will be more excited when our new high school is built and we can move in. It was a nice tour that they gave us last week. Chairman Morrissey also went to the Unsung Heroes and it was quite a night. He has gone for many years and just the stories about people who volunteer their time whether it be a teacher, PTA member, custodian, school crossing guard who do so many things on behalf of the children in our district. It was a great night and he thanked the PTA for continuing this effort. These people are so deserving and we had a great time there. Superintendent Cavallaro and Chairman Morrissey congratulated Champion Spelling Bee Winner Arain Bhandari who won the Connecticut Spelling Bee Competition and will be off to Washington D.C. Last year Chairman Morrissey told him he would win the State Title and sure enough he did. We are so proud of him. He is a 6th grader over at Carrigan School and will be coming to Bailey Middle School next year. We wish him the best of luck in the Washington D.C. Spelling Bee Contest Memorial Day Weekend!

D.1. Approval of Minutes
D.1.a. **West Haven Board of Education Regular Board Meeting** held in the Board of Education Meeting Room, City Hall, 355 Main Street, West Haven, CT on March 20, 2017 at 6:00 PM.

Chairman Morrissey asked for a motion to approve the Regular Meeting minutes D.1.a. Patrick Leigh made the motion to approve the minutes Mark Palmieri seconded the motion Discussion: Pat Libero abstained as she wasn’t present at the previous meeting. All other board members were in favor Minutes are approved

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

   Effective: June 14, 2017
   Reason: Personal

Chairman Morrissey asked for a motion to approve item 17-13 Mark Palmieri made the motion to approve Karen Pacelli seconded the motion Discussion: All board members were in favor Motion Carries Item 17-13 is approved

D.3. **New Hire: (Certified)**

D.4. **New Business**

17-14 Extension of the Agreement between Winkle Bus Company of West Haven, Inc., (“Winkle”) and City of West Haven dated August 22, 2013 which expires at the end of the academic year in 2018 for another three years

Chairman Morrissey asked for a motion to approve item 17-14 Patrick Leigh made the motion to approve Mark Palmieri seconded the motion Discussion: Superintendent Cavallaro said this is a recommendation and the only body in this city that can actually waive a bid is the City Council so if the board chooses to approve this and I hope they do because everyone is very happy with the service they provide. They took a voluntary freeze this year and are taking another freeze next year and they are taking a smaller raise during the next phase of the contract. With your approval and support tonight we will pass this along to the City Council and ask them to waive the bid. We don’t ask for too many waivers but this is one that I feel very strongly about and we think this feeling goes throughout the school district.
All board members were in favor
Motion Carries
Item 17-14 is approved

**17-15**  Approval of a field Trip to Washington, D.C. April 16\(^{th}\) – 18\(^{th}\) 2018 for 209\(^{th}\) grade students from the United Strong Culture Club at West Haven High School who will be accompanied by four teachers from West Haven High School

Chairman Morrissey asked for a motion to approve item 17-15
Robert Guthrie made the motion to approve
Karen Pacelli seconded the motion
Discussion: Superintendent Cavallaro said that this takes place during the vacation week so no school will be missed and it is not part of any particular class it is part of a club.
All board members were in favor
Motion Carries
Item 17-15 is approved

**17-16** Resolved: BE IT RESOLVED, that the West Haven Board of Education formally approves the final West Haven High School Educational Specifications dated April 3, 2017, for State Office of School Construction Grants & Review Project Number 156-0138.

Chairman Morrissey asked for a motion to approve item 17-16
Patrick Leigh made the motion to approve the final West Haven High School Educational Specifications dated April 3, 2017, for State Office of School Construction Grants & Review Project Number 156-0138
Robert Guthrie seconded the motion
Discussion: Rosemary Russo asked if the swing space for the shops was going in the Girls Gym which is now called the auxiliary gym. Superintendent Cavallaro said yes but officially the swing space is not part of what we are asking the board to approve tonight. Superintendent Cavallaro asked Elizabeth Craun from CREC who is our owner’s rep for the project to discuss this. Elizabeth said that Amar Shamus from Gilbane is the preconstruction project manager for Gilbane and has prepared a cost estimate and schedule of the work that is going to be done through the summer and fall of this year. This is officially phase two of the high school project of phase one which was done a few years ago was a selective asbestos abatement of certain unoccupied places, crawl spaces and tunnels. Phase two is designed to enable the main construction project for the school which is going to be phase three. This consists of relocating the shops from the G Wing to a temporary space in the auxiliary gym that will accommodate full hands on technical education essentially throughout the period where there is not permanent shop space available. This does include that relocation and CREC will be working with the school to tag inventory and relocate all equipment and placed in storage and the G Wing will be demolished.
Pat Libero asked what the total cost is to retrofit the auxiliary gym. Elizabeth Craun from CREC said the total cost for the gym is not broken down here but she believes it is approximately 1M and there is a possibility to recoup some of that by using the space again for classroom space later in the project. Pat asked what happens to the exhaust, dust fans and all that stuff that you put in. This can’t be taken out of the gym they are in now because they are using it. So are you buying new equipment how is that working? For the auxiliary gym there is a portable dust collector that can be used without venting. Are we purchasing that? No we are not it is being relocated. There may be some equipment purchased for the temporary space that will also go into the permanent space and to her knowledge there is no equipment that is being purchased only for the temporary space. A further discussion took place. Pat talked with Mike McGrath because when the new high school is built there is no place for their vehicles and they had been looking into a butler building for about $300,000 total. She said if they can build that they can put the kids in there for the swing space and use the auxiliary gym for other classrooms. This would give them the space to put their equipment when the new high school is built. Pat said this came up as an aside. Superintendent Cavallaro said there are a couple of issues with that. You would have to ask if it is reimbursable. If you were to add a butler building which would end up being permanent space that counts as additional square footage above and beyond what we are entitled to so you may be paying more for that then actually retrofitting the gymnasium. A further discussion took place.

Rosemary Russo said the renovation of the auxiliary gym is listed all the way through November. Yes they have broken down all the steps it will take to renovate this as swing space and there is a significant amount of work involved especially being shop space as there is a lot more involved than your typical classroom. Rosemary asked where the shops go until November. Neil said he just found out about this on Thursday and they had been targeting October 1st or Columbus Day weekend. Rosemary said even with October 1st you are still talking about most of the first quarter and we have to do better for the kids than November. There has to be a better solution. If they are taking the course during the first quarter they are never going to have shop time and that is really wrong.

Dr. Druzolowski said there is quite a bit of theory that they have to have before they go into anything; that is a given, so we figure with that in there at the most we could look at something from to six weeks because there are other things that happen that first week in September. We have had different suggestions come up since we received this news which are having a lot of people come in to give them exposure to different machines, to take them on sites to see different types of materials which there are quite a bit, to try to fill in that time for another month; it is very difficult to do. But the problem is if we are looking at time as a factor than things like specs have to move; everything has to move unfortunately.

Mr. Amar Shamas said there are a lot of steps that we need to go through to get there and we will engage weekend work and will try to expedite this as fast as we can to turn it over because we don’t want to impact the education space either. We still have to go out to public bidding and go through the process of financial compilation of all bids.
submitted, get approved and there is still the time required to order the materials to get this work done.

Rosemary Russo said last year the shops suffered the first quarter and now we are doing it again to the shops. If you are starting this in June will it be after school is out in June. Yes. Rosemary said you can tell her you are going to work weekends and then it still happens in November; what do we say to those kids? Oh sorry? We don’t have another chance with them; this is their time. Rosemary feels uncomfortable knowing up front that there will be no shops until November and said to Anne with all due respect she understands about the theory and going on field trips and seeing it but it is not the same. It is just not the same. Rosemary is just uncomfortable with the shops losing a quarter of the year and that is what it ends up being. Neil said we raised those concerns last week and we said that was a priority of the board and we made that clear. We were a little disappointed when we heard the date. We offered our in house tradesmen to see if we could start expediting some of the work and they said there are a lot of approvals that need to happen. Neil anticipated this discussion going on tonight and he understands that the shops were a big issue in this town but this is phase 1 of a project where there is going to be some inconveniences. There are going to be labs that are unavailable and times when the media center is not available; we are going to be shifting things around and it is the nature of construction and we will try to do the best we can. We have a very high confidence level with Gilbane because they have done so many projects while there are kids on campus; that was one of their areas of expertise.

Patrick Leigh said when you go about these timelines is there any leeway here where we could do the bidding earlier to get that out of the way. Is this set in stone or how does your scoping work? Mr. Amar Shamas said basically there are two parts to that process the design part which Mike LoSasso will discuss and cover as to where they are as far as design documents. We only implementation procurement, they develop the design and then we take them out to bid, advertise and develop all the scopes of work. Patrick said so then what is your time line on it? We try to expedite things by getting work under way in June. We have completed a set of documents involving the G Wing and did preliminary demo and fit out. Patrick said so the design specs are done? Yes, for the demolition portion and the relocation of the utilities. There is another four weeks required for us to complete the mechanical electrical plumbing relocation. That is your SLA four weeks; your service level agreement with us; or four weeks is the timespan it takes. That is just what it takes. If we can improve upon it we will. So what is your estimate; is it within this timeline in June? Four weeks will get us the documents issued for bid by the end of April. It will take another two weeks to do the permit review and we allocate another week to go back to the state and get their authorization for a bid. This will be an addendum to the package that is already out for bid to save time. A further lengthy discussion took place about all the necessary things that had to take place.

Rosemary Russo asked if the asbestos is removed during the summer. Yes. That will be in the auxiliary gym and the regular gym? Yes. This starts mid-July to the end of July. Rosemary said then during that time no one can use the locker room showers or bathrooms. That is correct. When does football start training? Superintendent Cavallaro
said they have made arrangements to move kids around and use other elementary schools and we don’t see the athletics as an issue at all. A further discussion took place again about a butler building.

Chairman Morrissey thanked Mr. Shamas for stating they would work weekends with the shops and you can see the frustration with some board members here this evening. The shops have been hurt last year and obviously will be inconvenienced this year also. Chairman Morrissey said from the administration he wants to see a plan B written down; concrete as to what those kids will be doing for two months. This has been a big issue in West Haven for many years and he wants to see more than talk. He wants to see what is going to happen in that two month period. There is frustration and pain but when you are building a new building the end result will be tremendous we all know that.

All board members were in favor
Motion Carries
Item 17-16 is approved

17-17 Resolved: BE IT RESOLVED, that the West Haven Board of Education formally approves the final West Haven High School Phase Two Plans and project Manuals(s) as prepared for bidding and dated March 27, 2017, and the associated Professional Cost Estimate dated March 27, 2017, for State Office of School Construction Grants & Review Project Number 156-0138.

Chairman Morrissey asked for a motion to approve item 17-17
Patrick Leigh made the motion to approve the final West Haven High School Phase Two Plans and Project Manuals(s) as prepared for bidding and dated March 27, 2017, and the associated Professional Cost Estimate dated March 27, 2017, for the State Office of School Construction Grant & Review Project Number 156-0138. This motion authorizes the Chair of the Board of Education and the Superintendent of Schools to sign State Form SCG-042-Request For Review of Final Plans.
Mark Palmieri seconded the motion
Discussion: None
All board members were in favor
Motion Carries
Item 17-17 is approved

F. Informational
Chairman Morrissey asked for a motion to adjourn
Karen Pacelli made the motion
Patrick Leigh seconded the motion
All board members present were in favor
The meeting adjourned at 6:10 PM

Respectfully submitted,

Marylou Amendola
Board Secretary