The Regularly Scheduled Meeting of the Board of Education was held at the Blake Building, 25 Ogden Street, West Haven on January 20, 2009. The meeting was called to order by Gerald A. Calabritto, Vice 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
Eric Murillo, Secretary/Treasurer
Robert Saley
T. Sean Maher
Howard Horvath Jr.
M. Toni Paine

BOARD MEMBERS ABSENT: Gerald A. Calabritto, Vice Chairman
Patrick Egolum
Andrew DePalma

ADMINISTRATORS PRESENT: Neil Cavallaro, Superintendent of Schools
Dr. Anne Druzolowski, Assistant Superintendent
Dave Cappetta, Director of Finance

CITY OFFICIALS PRESENT:

STUDENT REPRESENTATIVES
PRESENT: Faraz Sabir, Eric Pang

Chairman Palmieri called the meeting to order and began with the Public Portion.

Public Portion

Chairman Palmieri asked if anyone wished to address the Board.

Nancy Rossi, 12 Robin Road addressed the board. Mrs. Rossi stated that February 20th is the Carroll E. Brown Scholarship Dinner at Fantasia. The social hour begins at 6:00 PM and dinner begins at 7:00 PM with three dinner choices. The ticket price is $50.00 per person. She asked that people make the check out to the West Haven Black Coalition. She has tickets if anyone wishes to purchase them please see her.

Mrs. Rossi talked about the Technology job hiring that she has been complaining about since it happened. She understands a consultant was hired and we pay approximately
$10,000 a month. She understood that once the job was filled the consultant’s fees would be scaled back or the person would be eliminated altogether. She knows this never came before the Board for a vote or anything like that. Technology is very important but we also have a serious economic situation here. If we can save money anywhere we really need to start doing it now. She said she wanted some statistics and she wants to know what is going on with this position. If the person hired was superior to people with Master’s Degrees surely this person should be able to take over the job and do it without this assistance.

She also heard we were redoing offices upstairs but doesn’t know if this is true. This is something she will inquire about.

The board gave thanks.

Margi Maher, 403 Center Street talked about their trip to Ireland in 78 days. There are 31 students and adults who will participate and all are very excited. She thanked the board for their approval of the trip.

She gave board members invitations to the Grand Take A Seat Gala on March 14th and each and every person who helped with a donation will receive an invitation in the mail very shortly. This will be an evening of entertainment. Several alumni will perform songs which were done up to ten years ago. She thanked everyone who helped them achieve their goal.

The WIZ will be performed on March 19, 20 and 21st in the auditorium of WHHS. There will be a 5th grade presentation for all 5th graders to come and see the show during a full dress rehearsal so they can be exposed to Arts at WHHS. This has been done for many years and students remember what they saw when they were in the 5th grade and it made quite an impression on them.

The Spirit of Broadway Theatre, a very reputable theatre company in Norwich who produce new works of theatre, has taken on the job of creating the first high school music theatre awards program for the state of Connecticut. This is a nationwide program that Connecticut has never participated in. Every high school in Connecticut was invited to enter their show into the competition. 14 schools including WHHS have applied. Judges will sit in the audience and judge best actor, actress, best crew, best director, best choreographer and best display. On May 1st we find out if we are up for any of these categories and if we are we will go to New London, The Guard Art Center that seats 1,400 and our students will perform. If we win there we will be invited to the Palace Theatre in New York City where students will perform for a televised audience and there will be scholarship money involved and wonderful press for our school system.

Many of the schools met at WHHS to hear some of the rules and what was to be expected. Many spoke about the lack of support from their boards and principals and the incredible rift there was between the arts and sports. Margi said that this does not exist at WHHS. This board supports them in so many ways and a principal comes in on
weekends to copy their program for them. The athletic department head has called in many favors to raise money for the Take A Seat Program. She thanked everyone for their support.

The board gave thanks and wished them good luck.

Tracy Morrissey, 305 Country Hill Drive said the Girls’ Hockey will be having a dinner at the Elk’s Club on Thursday, February 5th a 6:00 PM if board members would like to attend. Tickets are $5.00.

The Board gave thanks.

There were no other speakers. Public portion closed at 7:15 PM.

C. REPORTS

C.1. Administration:

Superintendent Cavallaro stated that last year we started an after school program at Forest School to help kids get ready for the Connecticut Mastery Test. This was successful and very nice gains were made, although they didn’t make AYP. This year through the work of our elementary principals and under the leadership of Dr. Druzolowski we have been able to extend that program to all of our Title 1 Schools at no cost to the board. This also includes transportation. Tom Hunt who actually started the program last year and Tim Van Winkle principal of Washington School who is modeling the program after Tom’s program are here to explain what is happening at both schools.

Tom Hunt, Principal of Forest School started the program approximately 3 years ago. There was a small amount of Title 1 funding we began utilizing in the 06 – 07 school year. Pat Lindquist the school psychologist asked if she could use that to begin an after school tutorial program for kids taking the CMTs. These would be kids with some difficulties but were within reach of the proficient level. We had 6 staff members, 33 students and 1 bus and no materials. Last year we expanded and had additional funding and we had 8 staff members, 41 students, and we were able to purchase some materials. Samples of CMT Coach type materials were passed around to board members. These materials are in the format of the Connecticut Mastery Test. When the children open up the Connecticut Mastery Test they are familiar with the format due to these materials. This year due to additional funding we were able to expand as well. This year we have 19 staff members, 96 students, 2 buses and we were able to expand to the third grade because the prior two years we were only able to touch upon the 4th and 5th grade students. They did track the 33 kids from the first to second year and 18 kids moved up one level. The CMT levels are 1 – 5 beginning at below basic, basic, proficient, goal and advanced and the state would like to see everyone proficient or higher. This was approximately 52% of the kids that attended the program. 10 kids (30%) had no change. There were 7 kids (20%) that went down. (There were a couple of instances where there
were uncontrollable variables such as illness at home and problems within the household.)

In the 07-08 year we added some additional kids and staff. We targeted where we did not make AYP. A sub group in math was targeted and our after school program was geared towards math with very little reading. In that sub group last year we did make AYP in that particular sub group. There was a 14% increase in that sub group. We are really beginning to see some of the fruits of our labor. Pat Lindquist, School Psychologist, our reading person Debbie Tortora and our Title 1 person Alexis Frumento contributed greatly to this success.

We are cautiously optimistic this year because in Forest we don’t have many level 2’s left and there are not that many children that can go from basic to proficient. We have 1’s and 3’s below basic and proficient children. We expanded the program to reach into the 3rd grade. There are no mastery test scores to go by so we went into the second and third grade teacher recommendations and used the VRP test and invited the children that were 31 or below to remedial in the test and we ended up with 110 students that were invited this year and we have 96. We made calls and tried to have the 14 children who didn’t choose to attend due to family and religious obligations and sports.

Forest made two top 10 lists this school year. Concam reported this. Concam is an organization that reports state testing and compares it to other schools in the state of Connecticut. Out of roughly 1,000 schools Forest placed in two of your top 10 lists. Forest was

- #8 in increased African American Achievement (51%)
- #6 in increased low income achievement (61%)

Forest has never been recognized for any increased achievement to our recollection and we are very happy about this. (applause)

We are cautiously optimistic as it is a difficult job to get below basic children two levels up to proficiency. The teachers work hard and I am blessed to be a part of the staff at Forest School. A further discussion ensued.

Debbie Tortora and Alexis Frumento have unwrapped and picked apart the strands to look for our weakest strands by building. This has to do with reading and we compared it to the district and what we looked for was a concentration of points in our weakest strands. Particular strands that were worth more points were honed in on to get more bang for the buck and increase achievement. We do not teach to the test. We are exposing children to the format of the CMT test to make them more comfortable when they take the test.

We developed what we call the CMT blueprint where we set up our plans, our plays for the game if you will, as to what areas of the field we are going to try and penetrate. The program is held on Monday and Wednesday from 3:00 to 4:00 PM.
Howie Horvath asked what makes up the gains that are shown. This year we expanded the program and included both reading and math and it is a composite of everything together. However we do analyze the data and make a decision as to what areas, strands and concepts we are going to hit upon.

Howie Horvath asked if they had a specific methodology in the area of reading; what approach is taken. Teachers pick apart A, B, C and D strands and make a blueprint of where the most points are in those strands and those are the areas they will work on.

Timothy Van Winkle, Principal of Washington School stated that in the classrooms teachers have a clear goal of what needs to be taught based on state goals and standards. What is done here is more tutorial:

- How does one respond to the question
- How do you underline important information
- How you take that test

These are students who don’t get extra remedial reading help. This is a grey area. Our lower end kids do get a lot of extra help but this is a middle group that doesn’t receive extra help. So in this after school program we have a very specific sequence of what we want the teachers to teach. The teachers know the goals and objectives of the state mastery tests and what we need to focus on to get those kids to succeed.

It is not just about passing a test it is about living in life and what makes you a life long learner or reader. There are a broad spectrum of things you need to know in order to be a good reader. You must read a lot to be a good reader. In Washington School you will read a lot. The best practice one has is to read a lot and write a lot. If they read and enjoy reading with books at their level they will learn to read and write.

Tom Hunt said it is also about teaching them to make selections they like and having conversations not only with staff but also with parents about ways to enhance a child’s reading so it establishes a lifelong love and learning experience.

Howie Horvath asked if there was any team teaching or I guess they have their own group of kids and that’s that. Yes. Tim interjected that elementary education is a little bit different. Reading has a lot of small group instruction so that in addition to whole class instruction for reading for 40 minutes on grade level the teachers are taking small group instruction for 20 minute periods that we may call guided reading instruction. These kids are instructed at their level to apply the skills we are teaching but at their reading level. There is whole group reading and there is small group reading by the same teacher with assistance from either paraprofessionals or reading teachers.

Eric Murillo asked if the paraprofessionals were there with the kids and helping the teachers. During the school day yes. The after school program is not like that.
Tim put together a brief synopsis of what they are doing and said Dr. Druzolowski called the five Title 1 Principals and suggested that money was available to do the after school program and wanted to talk about it. Tom had started it during the past two years with very limited funding so we decided to do it and we had only a 4 week window. We turned to Tom and his staff for direction on how this was done. This is one of the first times that principals really collaborated together where Tom and his staff came and give us the ideas on how to run this program. Each school will look a little different but basically it is the same. We took Tom’s advice and targeted students in the grey area because they were not receiving remedial reading from a special remedial teacher. Fourth and Fifth grade was easy because we were looking at our two’s and three’s and we took some one’s. Third grade was based on curriculum based assessments and teacher’s recommendations.

After identify the students we wanted to invite we sent out letters but did not receive the response we wanted. We met and had a strategy discussion. We changed the name from Success For All to the CMT Club. He had assembly with the kids and welcomed them to the club and told them if you come to every meeting you will receive $10.00 worth of free books, a party and whatever else it would take to sell them on coming to the CMT Club. The permission slip then started coming and parents have embraced this program. Parents were really appreciative of the fact that all the kids received transportation back home because it would be dark out and would not be able to walk home. Parents hand delivered the registration. We have 4 – 6 kids in a group from 3:30 to 4:30 on Monday’s and Wednesday’s who receiving busing and a snack. We had 2 one hour sessions with the staff for Professional Development 17 teachers agreed to participate in the program. They talked about the management of kids, the safety and feeding etc. They decided to have snacks ready in the cafeteria, the paras brought the kids to the café from 3:15 to 3:30 and the teachers were finished with their school duties and pick up the kids with no wasted time. These kids receive a good 55 minutes of instruction. The focus is on math and reading and reading is our problem at our school and we are working on it. We targeted the kids and those with a serious reading problem went for reading help. A group of kids had just a math problem so we invited those kids for math. We ended up with a group of 4th graders (6) and a group of 5th graders (6) who were only in the math and the rest of the kids are in the reading group. So on Monday and Wednesday 12 kids receive help in math and the remaining kids receive help in reading. He also said that Food Service is doing a great job and the snacks help a lot. He is very excited because of the 77 kids invited 88% decided to come. Calls to the parents made a big difference with about 30% of the kids who participated. A pamphlet was passed out showing what was being taught. This is a very specific way of teaching and is very exact so if a teacher is out the teacher taking over knows exactly what is to be taught. This is a 1 – 4 or a 1 – 6 environment and the kids are excited. Teachers are growing as professionals as a result of this program. A further discussion ensued.

Eric Murillo asked how the original program at Forest School was funded 3 years ago. The response was Title1 Funds. Now more money is available and more schools can get involved.
Dr. Druzolowski said at that time things weren’t looked at across the district they were looked at more programmatically so if somebody had a good idea for a program and there was funding available they would do it. The Title 1 Funds are targeted and can only go to Title 1 schools which are Forest, Washington, Savin Rock, Thompson, Molloy and Carrigan this year because of No Child Left Behind their scores we were made to offer supplemental educational services which we have been doing.

Eric Murillo asked the amount of money designated. Dr. Druzolowski said she designated $20,000 per school to run it as long as they can given the number of staff they need.

Right now we are spending $100,000 right now on the elementary CAPT Club. Eric asked if it works do you see Title 1 money still available. Absolutely was the response. A further discussion ensued.

Mark Palmieri asked how the other three schools have responded to this and if they were structured the same way as Mr. Van Winkle did.

Frank Paolino, Principal of Thompson School said 50 students were invited and 38 responded. We run the program 3 days a week; Monday, Tuesday and Thursday and basically do the same type of prescribed program but we have just reading or just math or both reading and math depending on the areas needed to make sure individual needs are met. He also made it like a club and bought them all tee-shirts.

Howie Horvath said you mentioned Carrigan and I imagine middle school is a little tougher to rally the troops I don’t know. Dr. Druzolowski said no they are doing very well. Howie asked how many students they have coming. Over 100 students have been coming. Howie thought that was excellent.

Dr. Druzolowski said she is pleased with the way the kids are receiving the information. In some ways we have been able to channel kids that have been problematic within the school day into these after school activities that keep them off the street and away from some other problems. At that age it is a hard line between who do I go and visit now? This program acts as a net.

Howie Horvath said the high school is not a Title 1 school but are we doing any programs? Yes, CAPT remediation is being done on Saturday and that should start it. Letters have gone out and we have targeted 200 students. 23 showed up. We are offering transportation. This is the 10th grade prep.

Tom Hunt said Craig Winkle is only charging $40 a bus for the run and this is very accommodating. We are able to purchase materials due to this reasonable rate. Don’t forget this is 77 stops of door to door delivery.

Eric Murillo noticed that Hispanics didn’t come into the sub groups and asked what is being done to help those students. Our ESL person is one of the professionals that staff the after school program. Mrs. O’Leary and Mrs. Diaz are also taking an active role in helping. Little by little we are learning where to fill the voids and what we need to do not
only as a school but as a community. We are reaching out to the children through their parents and have made telephone calls to them. A further discussion ensued.

The board gave thanks.

**C.1.a. Status of Schools**

Neil said that the three quotes received for repairing the diving well at WHHS are in and the good news is that the lowest one is under $10,000 so we don’t have to seek bid proposals. He and Dave Cappetta will see if money is available and try to get the go ahead on that project and then come back to the board and let you know when the project is complete. The Carrigan pool has been drained and Chris is in the process of getting the three proposals for repairing it.

In regard to the high school Neil said Wednesday at 1:00 PM there will be a meeting with CREC and set up a procedure for interviewing staff. They will take an initial tour of the building and we will go from there. Neil stated that aside from looking at the actual facility we must look at how the facility should meet the needs of the program that we are currently offering. The initial reaction from the architect who wanted to do an initial before the firm was chosen felt that the building was structurally sound but in need of a lot of infrastructure improvement which is no surprise to any of us.

Toni Paine asked if they were also taking into consideration projected enrollment. Absolutely was the response. Enrollment does affect your reimbursable and while enrollment goes down you can use a lot of other information to receive a waiver for declining enrollment and this will be taken into consideration.

Rob Saley said hypothetically if projection is kind of off and instead of say 1,400 kids in 2017 we have 1,800 kids will this create a problem. Firms like the one we are using do and we can make the decision at the right time. This will be taken into consideration. Neil will pass all information along. If board members would like to sit down with them and he can make arrangements for a meeting.

Neil said Dave Cappetta will talk about the Board of Education audit which has been completed and submitted today. Neil received preliminary numbers that passed the House today concerning the increase of funding we are projected to get as early as April. The amounts are:

**2009**

- Title 1 increase $ 864,100
- Construction increase $2,538,500
- IDEA increase $1,061,800

**2010**

- Title 1 increase $ 864,100
- IDEA increase $1,222,500
Dave and I met with Ken Carney today and sent to the principals the scope of work we had in mind: boilers, floors, doors, infrastructure type projects etc. Neil will keep the board posted on the amount of money in various areas we will receive once final passage is approved.

Howie Horvath asked if this was specific to West Haven. Neil responded yes. Howie asked if the Federal money was going to the state in the regular formula or are they going to individualize? They are going to individualize. This money is going directly to the cities.

Eric Murillo asked if this money go to the City or directly to the Board of Education.

Dr. Druzolowski explained in detail how IDEA money is to be used. The dollars like those of Title 1 are targeted to a specific population. The difference between Title 1 and IDEA is that IDEA money can be used across the district for all schools not just Title 1 schools; specifically for student with either health, mental, social or emotional needs. This money can be combined with Title 1 and we can do so really nice professional developmental activities and get our staff really beefed up in that area. A further discussion ensued.

Rob Saley asked if test scores go up does Title 1 money dry up. No, it is based on need was the response.

Audit

Neil said he knows the pressure the administration was under to get this audit in on time. We worked really closely with Mayor Picard and Bob Barron. The directive we worked under was we were not just going to get it in on time we felt it was more important to get it RIGHT and make sure they were numbers we could agreed on. This can tell us not only where we are but how you can do things better. The audit was received on time.

Dave summarized what took place with the audit by stating initially the auditors were saying that we were close to $800,000 over spent on the budget. We looked closely at these figures. We looked at the $100,000 and we had identified over $300,000 of expenses that were counted twice by MUNIS and that was because the way purchase orders were being liquidated in the system. It was living them open and counting them as an encumbrance when they were already counted as an expense. We went through a stack of purchase orders one by one cleaned them up and properly liquidated them which would categorize the expense properly. Next, we looked up each and every expense in the handout that was passed out to board members. The expenses that were incorrectly charged to the Board of Education were marked with a letter A on the handout and amounted to over $262,000 for tuition to vendors (ACES and transportation). We then transferred those expenses to the IDEA Fund reducing that deficit down.

Neil said we could do to just move the money we actually had to re-file a form with the State and the consultant who oversees our Special Ed and he did agree to sign off on that.
The auditors demanded we do this before we could justify the final numbers. A further discussion ensued.

Dave stated that for the Workman’s Compensation Account the premium was never encumbered for the second premium for $289,000 which basically means those funds were not reserved so they appeared as available to the board to be able to spend. In June when the funds appeared to be there we approved an expenditure of lap top computers to Apple for $223,000. After we researched this put the budget over the top. In November the City Finance Office went into our Workman’s Comp fund, without our knowledge, and swept out our account for the $289,000 because those funds were not encumbered during the fiscal year. This put us at the deficit. A further discussion ensued. The handout summarized what the actual deficit came out to $222,634. Dave asked if there were any questions.

Howie Horvath said when the city goes in to sweep the account they go in and take that money and make the payment without letting the board know? Dave said we get billed from CIRMA for Workman’s Comp related areas. Basically they pay the premiums but then they go into the board of education funds and journal entry the funds from the Board of Ed’s Workman’s Comp to the city side. We do not even receive a bill. Howie stated then the money was used correctly but you are making the point that communication is flawed. Dave said he and Neil would like to see quarterly what the actual expense is and at this point we don’t have any idea during the year what we are being billed for or what our actual claims are. At the end of the year they sweep the account. The controls are terrible.

Rob Saley asked if this is what all cities do. No. He asked what sweep means. Basically they go into our Workman’s Comp account through a journal entry and debit us and put it into their account.

Howie said what you are now saying now is more than not telling us we are not seeing the original bill; we have to trust that it is that amount. That is a problem. Correct. We should know what the bills are right? Neil said he thinks they made that pretty clear to them when they came over Thursday. Howie asked it this was the only account they do it for? They do it on Property Liability and the Workman’s Comp. What does Property Liability end up being? Dave said about $560,000. Howie stated this is pretty significant. This is insurance, all of our insurance for motor vehicles and buildings. Howie asked what the step on our part. Neil said just to make sure we are notified when the money is being taken out quarterly and Dave interjected to also show us the bill and give us some communication that they are actually going in to do the journal entry. We are also suggesting that we, the board, do the journal entry vs. the City Finance Office for our accounts. We budgeted for $537,000 last year and they made sure they took it all.

Toni Paine asked if there was someway within the next month we could get a record of how many people are out on Worker’s Comp for this year.
Dave said that in the past the board paid a lot of expenditures then at the end of the year there was a lot of transfer of funds to cover the expenses vs. a bill came from ACES directly paid from a Special Education IDEA Fund rather than the board pay it and then later transfers. Howie asked what the thinking behind the original plan for processing was. Dave is not really sure what it was. We will see at the end of the year what we get to move.

Neil Cavallaro said in his mind we have been carrying over too much money. Yes, we are $222,000 short but we carried over all this IDEA Title 1 money which we feel we can put towards programs already in place which we currently are not doing.

Howie Horvath asked what is meant by carrying over.

Dr. Druzolowski stated that with any of the Federal Funds that come in you are allowed to carry in Title 1 only a percentage to the next year and are limited to only 10%. They found school districts were hoarding large amounts of Federal Funds and using them to start the school year until their budgets were approved. This is not the intent of the grant.

Dave said this year we requested a waiver because we held over more than the %. Dr. Druzolowski said every three years you are bound by that and every three years if you have an extenuating situation you can request the waiver which we had to do this year because there was no way we could spend the amount of money we had as a carrier and Dave and I are unraveling some of this. In IDEA you can carry over with no % restriction as long as you provide services to kids. What we are bringing to the table is from a programmatic perspective we look at planning that I don’t think has been looked at that carefully and I have an eye for this and Dave has an eye for the money. We are not efficient in terms of our processing of our monies. It is very difficult to process these types of multi million dollar grants. A further discussion ensued.

Howie said what I am hearing you say is the district is challenged to find ways to spend it appropriately and effectively. Neil said he talked to our Title 1 person and said this money is all well and good but would hate to sacrifice certain programs at the expense of being limited as to how I could spend the Title 1 dollars. This is part of what is being debated with the stimulus package. The new Secretary of Education may try and loosen these constraints up.

Howie asked what the constraints are. The schools and supplemental are the constraints. If you are funding for teaching positions you can’t take Title 1 money and fund those positions and free up your local money. You can however if you have to reduce class size if you have growth in that particular school and grade level you can add another classroom and fund it with Title 1 funds. A further discussion ensued.

Neil said for example look at the Literacy Teachers where we have one at every elementary school. We can fund them but we are not and there is our deficit. Dr. Druzolowski said that’s because it was not looked at. Anne said the MUNIS system doesn’t automatically hit a trigger that says this line item is all done, it was approved, this
is good and now we go into your new money it doesn’t even do that. So, you end up with
a report that shows you expended 200% beyond the line item when in fact my money is
sitting over here; brand new money. Just to untangle this will take Neil, David and I
about three days. Neil thought the February break would be a good time to study this. A
further discussion ensued.

C.1.b. Student Representatives

Eric Pang said that the musical THE WIZ is coming up in March and he is selling ads if
anyone is interested. He would be happy to sell anyone ads. Copies were made for board
members.

C.1.c. Board

Eric Murillo asked what was going on upstairs in the Blake Building as he had not been
informed. Neil said they cleaned out the Language Arts Room and took all the books and
materials downstairs. We have to put a couple of desks in the room. There is no new
carpet going in. Most of the equipment for the Tech Room will come from down stairs
and be brought upstairs. Unfortunately in Jolene’s office a pipe burst and we have to
replace the carpet. Eric asked who will be positioned in this office. Maria Giovannini,
Fran Lytwinick and the IT people from downstairs.

Eric asked when we can expect an update from the IT people. Neil said Jeff will be
coming to our next meeting and we are putting together a bid proposal for a contract for
our IT which would come before the board. Eric asked if the board would be involved in
this Neil said absolutely the board would have to approve.

Eric wanted to let the board members know he has a sheet with all the expenditures for
the IT team for the past four months. We spend approximately $50,660 per month for the
network people. Neil said he can probably give a better breakdown as it includes a lot of
equipment etc. Eric said about 10% of this is for equipment. Neil plans on bringing the
board a breakdown of how the money is being spent.

Howie said I thought we set some kind of a limit saying it would be no more than X
amount of dollars. Neil said we did and we were planning on moving forward with an IT
Department and he changed course and thought we should put the data person in place
first and keep this company at least temporarily involved and then put out a request for
proposals for a company to come in and manage. He thinks this is a more efficient
operation.

Mark Palmieri said we are under budget as to what we spent last year am I correct?

Neil said we have done a lot of up-grading and put the team to good use and we have a
lot of new technology and are up to date. Once Jeff begins the final stage and it goes into
effect he thinks we will be good for awhile and be up to date and will start concentrating
on things like the fiber project and things like that. He is currently doing the network
drop where we will network all our copiers. Eric talked about the need for confidentiality with the printer. Neil stated an off cite backup was being looked into within the next 90 days. Howie asked if Title 1 funds can be used for the purchase of laptops for students to use. Dr. Druzolowski stated absolutely. Howie stated you must find the right software, program and support to make it of real value outside of your back office operation which is essential but if you can’t get teachers and students using it in a way that helps move student achievement forward then you are missing the mark and the opportunity. I guess the five year plan will reflect some of that. Eric agrees with Howie and couldn’t have said it better. The goal is to implement it so the students can learn and for us to stay focused on the money aspect. Mark said we have come a long way in technology and will make this part of Jeff’s report. Neil agrees and this is where we need to be next. Along with Patti we will soon start to put together the five year plan and will address this issue.

C.1.d. Committee

D.1. Approval of Minutes D.1.a

Howie Horvath said the regular meeting minutes are fine but wanted to comment on the finance meeting minutes.

D.1.a. West Haven Board of Education Regular Meeting
January 20, 2009 at 7:00 p.m. at the Blake Building (enclosure)

Sean Maher made a motion to approve the Board of Education D.1.a minutes above
Rob Saley seconded the motion
Discussion: None
All board members voted in favor
Motion Carries
D.1.a. Minutes are approved

D.1.b. West Haven Board of Education Special Meeting Board as a Whole
For Finance (Budget and Transfers) January 21, 2009 at 6:00 p.m. at the Blake Building (enclosure)

Rob Saley made a motion to approve the Board of Education minutes D.1.b. above
Sean Maher seconded the motion
Discussion: Howie wanted to amend one section where they talked about the school lunch program and in particular the Healthy School Lunch we showed an increase of revenues attributed to not participating in the State’s Healthy Food Program. My point was that you must look at the profitability not just the revenue to determine whether that makes sense or not because if you are not making any extra money on the bottom line if the costs are in essence equivalent to the rising revenue you are still at zero. My point is that we would be better off to have a Healthy Food Program if the bottom line
contribution isn’t any better than it was without it. It said an extended conversation ensued so it missed that point. He asked for it to be added to those minutes; so noted. No further discussion
All board members voted in favor except for Toni Paine who abstained as she was not at the meeting
Motion Carries
D.1.b. Minutes are approved

D.2. Resignation: (Certified)

09-09 Jason Stacoffe, Head Coach Boys’ Tennis Team, WHHS
    Effective: January 24, 2009
    Reason: Personal

Tony Paine made a motion to approve D.2. 09-09
T. Sean Maher seconded the motion
Discussion:
All board members present voted in favor
Motion carries

D.3. Resignations: (Non-Certified)
D.4. Leave of Absence: (Certified)
D.5. New Hire: (Certified)
D.6. New Hire: (Non-Certified)

D.7. New Business:

09-10 Correspondence from Dr. Anthony J. Cordone, Principal of Bailey Middle School requesting the Board’s approval for an 8th grade enrichment excursion to Massachusetts and Rhode Island for graduating eighth grade students from May 27, 2009 to May 29, 2009

Howie Horvath really believes it excludes too many students because of the expense. He would have to get the numbers to verify this. It is a great idea and great program that I think could be modified so that you could have much of the benefit without all of the cost. Is it still up around $700 or $500? Toni asked if this is for 3 days and 2 overnights. Howie is not questioning whether the level of activity relates to the cost that is not my point at all. It is just that is $700 that somebody has to come up with and again if 80% or 70% of the school was going he wouldn’t have an issue. There were various comments at this point. It was pointed out that the wrong dates were on the request that Superintendent Cavallaro received concerning the excursion. The correct dates are reflected in the minutes. It is a very busy trip.

Mark Palmieri said it is not the trip itself it is if everybody can’t do it – is that what you are saying? Howie said what I would like to do is to figure out a way going forward to next year to see if it can be reduced by a certain number of dollars to increase a number
of participants without decreasing the value and the fun significantly. I would love to see another 20 – 30% of the kids at Bailey go on this trip.

Susan Walker said last year there were two buses went and the year before 3 buses and it changes yearly.

Howie said he will meet with Tony and see if we can think through together what might be possible. The PTA was mentioned. Anne Druzolowski said the PTA helps out and kids do have the opportunity to do fund raising. Some kids have to stay at home and help out and can’t sell the candy. I don’t know what the answer is. I think $500 is going to be difficult for any kid never mind a kid whose family is in need. How many candy bars can you sell anyway? Hopefully next year we can work this out.

T. Sean Maher made a motion to approve item D.7. 09-10 above
Eric Murillo seconded the motion
Discussion:
All board members voted in favor
Motion Carries
Item D.7. – 09-10 is approved.

09-11 Memorandum of Agreement between the WEST HAVEN BOARD OF EDUCATION and WEST HAVEN ADMINISTRATORS’ ASSOCIATION regarding reclassification of the Athletic Director’s position.

M. Toni Paine made a motion to approve item D.7. 09-11 above
T. Sean Maher seconded the motion
Discussion: Rob Saley said Mr. Chairman I would like to ask if you could reiterate where we are going with this and what we are doing. It doesn’t say if there is a stipend or what it is. Neil said it is not a stipend it is a move from one category of coordinator to another and is about a $4,000 raise. We all have concerns about the facilities and I thought this would make both facilities more uniform in their policies as far as the handling of cash, game receipts and game personnel etc. It is another mechanism of supervision and oversight. There were issues at the rink where I was involved where I would have liked to have turned it over to the athletic director i.e., Zamboni. I shouldn’t be the supervisor of the rink manager and stadium manager and that is kind of what is occurring right now.

The athletic director’s position deals with parents clubs, teams and organizations that utilize those facilities so he would be a natural go between. Neil would like to take it one step further at some point. When the rink was set up we had a rink advisory commission and 20 years or so later when the stadium was set up we had a stadium commission. My thought is to look at the policy and bring back an advisory commission which I believe was made up of 1 board member, 1 representative from Park & Rec, Youth Hockey had a seat at the rink so maybe we consider something like Youth Soccer or Midget Football. A further discussion ensued.
Rob Saley asked if we have any other employees that have no supervisors. Neil stated we are tightening it up now and to my knowledge no. At this point you can’t properly evaluate and one of the things we are looking at is how to evaluate and keep better track of our personnel. This seems to me to be the natural link without creating a full time person to do that.

Howie asked what the formal reclassification was. It is called a category and it is from a 4 to a 5. All of our coordinators are in the higher one with the exception of the athletic director position and the adult ed supervisor. Howie asked if there were any other implications does it qualify him for anything other than that. No. Neil went to their attorney and was told it involves money so you need to go before the board and then it would need the Administrator’s Union to agree to the change as well. Howie said he needs this reclassification in order to get the four grand in order to be Neil interjected that you are giving him more responsibility so in order to give him more responsibility I thought the right way to do it would be to move him from one category to another. Howie understands the money and wanted to know if there were any other new capabilities that classification brings? Rob Saley said he is still going to be Athletic Director though. Yes, that is why we are moving it because these are in addition to the responsibilities that he already has. Toni Paine thought the Athletic Director was in charge of them already and I have been here for eight years. Mark said that makes sense. Neil said the average person thought this way and he felt it was time to bring this forward.

Eric Murillo asked if it was said that Chris and Harry report to Neil not the Assistant Superintendent. Neil said there used to be an Assistant Superintendent that oversaw all non-certified personnel. Eric asked who they report to now. Neil said they report to me directly but feel there should be a chain of command set up. Eric thought they reported to Dave Russell. No, Dave handles non-certified personnel. Neil is trying to set up a clearer chain of command.

Eric Murillo would like to see an organizational chart set up for administration. We have one for the board and it is clear who you go to for various areas. An organizational chart for the administration would make it clear who is in charge of whom and that way it is clear. This would be especially beneficial for people who don’t know who is in what position. I would think that the personnel director would take care of some of these areas with Harry or with anybody in personnel. Neil said part of the concern is they all are members of the same bargaining unit which clouds the issue. I don’t want anyone to think for a minute that the people aren’t doing their job and they are slacking off. What we are trying to do is tighten it up a little bit.

Rob Saley would also like to see an organizational chart or something like that. This will be done for sure was the response.

All board members present voted in favor
No one abstained
Motion carries
Item D.7. – 09-11 is approved.
F. Informational:
Nothing was said under informational.

Mark Palmieri asked for a motion to adjourn the meeting.
Toni Paine made a motion to adjourn
Howie Horvath seconded the motion.
The meeting adjourned at 9:15 PM

Respectfully submitted,

Marylou Amendola
Board Secretary