WEST HAVEN BOARD OF EDUCATION MINUTES
February 4, 2013
Regular Board Meeting
Council Chambers

The Regularly Scheduled Meeting of the Board of Education was held in the Council Chambers of the City Hall, 355 Main Street, West Haven, CT on February 4, 2013. The meeting was called to order by Mark Palmieri, Chairman of the Board of Education at 7:00 p.m. The meeting opened with a pledge to the flag.

BOARD MEMBERS
IN ATTENDANCE: Mark Palmieri, Chairman
M. Toni Paine, Vice Chair
Patricia Libero, Secretary/Treasurer
Dorinda Borer
Betsy Davis
Patrick Egolum
Robert Guthrie

BOARD MEMBERS ABSENT: Eric Murillo
Cebi Waterfield

ADMINISTRATORS PRESENT: Neil Cavallaro, Superintendent of Schools
David Cappetta, Director of Finance

CITY OFFICIALS PRESENT:

STUDENT REPRESENTATIVES
PRESENT: Stacie Hurley
Abdul-Rasak Zachariah
B. Public Portion of Meeting

Chairman Palmieri welcomed everyone to the February 4, 2013 Regular Meeting of the West Haven Board of Education. He asked three times if anyone would like to approach the board during the public session. There were no speakers. Public portion closed at 7:05 PM

C. REPORTS

C.1.a. Administration/Status of Schools

Chairman Palmieri turned the meeting over to Superintendent Cavallaro. Superintendent Cavallaro said there will be two reports tonight and probably a lot of what I have to say will be incorporated into my questions and comments as the reports are given. We promised an update on where we are with technology from the Business Network Group. Jeff Tag and Michael Grande on BYOD and at some point we will finalize a policy on this.

Michael Grande said as of today the BYOD for the entire district has been configured and implemented. WHHS has been used as a pilot to determine if there were any issues on the network infrastructure. After being satisfied that there were none we decided to put this into action over the last week or so and today it is official. A notice went out to all faculty stating the BYOD had been enabled and was available for student access. The BYOD on the faculty side had been in place since September. Approximately 2% of all traffic traveling through the network since September has been a product of those devices that faculty members have brought in on their own to access the network. The network is able to accommodate this and we don’t expect any issues with the increased student use. WHHS and Bailey have BOE issued laptops so there is already any accounting for this on the wireless network. We are ready to implement whatever needs to be done on policy etc. Some questions that might arise are the type of security and filtering that are being done on those devices and what a student has access to.

Jeff Tag went over the technical aspects of what it means when a student comes in with their own ipad or tablet or cell phone and gets onto the wireless network. They have to enter a key once that all the staff has access to and can give out as they wish. They then launch a web page and get prompted for network ventrals and enter their password which is tracked and logged and they only have access out to the internet. Nothing that is on their device (which we can’t control) can access our network. They don’t have access to their printers or there file shares etc. They can do research and use word processing locally and any online word processing only out to the internet so it can’t compromise our servers.

Questions were asked by board members. Toni Paine said what you are saying is that they have access to the internet but while on the internet they don’t have access to our….
Michael Grande interjected our internal resources. He stated both our systems and their systems have access out to the internet but they don’t have access to each other. Toni asked with the devices they have if they can bookmark something, save something and transfer it. The access to the worldwide web will be filtered and that type of access will be available through there device; however the internet, the student drive and those types of things will not be. This is a supplement and will be able to be utilized by faculty and teachers. A further discussion took place. Access to the worldwide web will be filtered.

Dorinda asked if students have their own share point so they can all access together so say a student creates a template for something that they are working on so they can save it to a share point so other student’s can access it and work on it. It is possible and internally with computers in classrooms it is much more feasible; anything is possible with the right amount of money and hardware but from an external standpoint to come in through our firewalls is not really the best practice. A further discussion took place.

Dorinda asked what level are we going down to what grade. Neil said all classrooms have access at this point. Mike DeGrande said it will take some time for some teachers and administrators to get comfortable with the concept and finding out new lesson plans and new things they can develop with that. This will take some time so generally what we have tried to do is set up a small network that can accommodate just the faculty use which is 2% and with the student usage it will go up greatly so build something scalable which can grow. Access for students in labs and other places is restricted to their time in the school environment faculty have the ability to get into that externally. Opening this up to students is not something that we would advise at this point without other safeguards in place. Dorinda asked who administers passwords etc. The Tech people do this.

Anne Druzolowski said that Carrigan has done an outstanding job with teachers using that and accessing that resource. They have been able to share their lesson plans with each other and have done a lot of work with their classrooms on a smart board. They were looking forward to this being open because they see a lot of possibilities. If you all have access to it you can do a lot of group work and you can download applications that can really supplement teaching and learning. Frank Paolino, Principal of Carrigan School said they have been using ipads a lot with lessons and the teachers are very excited about this. Anne said it is a great resource and kids are very good at using this. A further discussion took place about keyboarding and the different way typing is now done.

Betsy Davis is concerned that if they start to do the typing in the nonconventional way that we didn’t learn they are going to lose the grammar, spelling and punctuation and in the real world that is not professional so she would hope the teachers keep this in mind and teach the kids the proper way. Anne said obviously this is a different way of communicating absolutely this is computer slang. You are absolutely right. Grammar is a big piece of the new common core and from the national perspective they are really doing a big push on it so you will see much more than you ever have. The writing samples are very big and there are three types that they will be faced with.
Pat Libero uses swipe on her phone so you don’t even type you just go over the letters and the word shows up; they don’t necessarily type they just swipe and the words magically appear and you pick the right words at the bottom if the correct one doesn’t appear because your message could be weird. A further discussion took place.

Anne said we are probably one of the few districts in the State doing this aren’t we. There are a few out there but certainly not everybody.

Mark Palmieri said as this grows is our system able to grow with it and what do we have to look to in the future. Right now it is supper fast and we are one of the top five networks speed wise that I have ever worked on. There is certainly some concern with online testing and things of that nature. We are piloting virtual desktops in a lab at Carrigan and it is going very well. The State of Connecticut is upping our internet connections by ten. There are new things that we are testing that will help with this and we are in very good shape. Jeff explained about the shared point that is in the works. Servers are being built and probably within the next few weeks it should be fully configured and online. A further discussion took place.

Dorinda said things can be put in the shared drive and a note sent so an automatic notification will be made. Yes. Bob Guthrie said some districts have put their financial reports on the website for the general public. It was asked as you update your records how quickly this would come out. Are we talking about a day delay or a week delay? 24 Hours. Mark stated and this is a read only file correct. Correct.

Neil asked Jeff to discuss networking and how we are working with the city. The city has switched to a way to create a very fast connection between all the buildings and they installed it at the high school so in the future the police station will be able to view the high school’s cameras with proper approval. A further discussion took place about what can be done and how it routes to where it needs to go. Dorinda asked if they can live stream from the Police Station to the high school. Yes, depending on the type of cameras that are in place. It comes down to whether it is closed circuit which is a physical connection or if it is internet based. This is the underlying fiber network that would run the connection from point to point for any IP based camera. Dorinda asked if anything is underground. As far as a straight shot between one building and another everything is up in the air.

The board gave thanks.

Neil said that Al Barbarotta and Joe Falzone from AFB will talk about the Capital Budget which was sent out to the board last Friday. Neil stated because of the high school project nothing for the high school is on this document.

The first line item was District-Wide Security Upgrades. Al said as the facilities management company their job is to clean and maintain the schools and work with the custodial and trades union and they feel they do a very good job responding to day to day operations and keeping things running. We don’t plan our infrastructure upgrades so we
respond to emergencies and put out fires rather than systematically plan projects like paving a parking lot and upgrading our boiler systems etc. Every year our buildings are a year older and we knock off some emergency projects in between and then as the world changes security has become a higher priority item. We see security as a combination of a lot of things; new locking systems, cameras and we have been involved with the state to determine what plans we are going to put forward and where the money is going to come from to make our schools safer. We are working with the police department and a security team to go around and identify our perimeters and taking recommendations for whatever they see that might make our schools more secure. Our number one priority is district wide security and that is a combination of everything we see that we need to be doing now and in the near future. This is a 7 year plan to try and systematically spend and improve all our schools. All fifteen items on the Capital Budget Proposal were discussed.

Neil Cavallaro said we are doing some things now and we do have a backup plan. We have been sending carpenters through the schools to look at locks and this is not part of the capital plan but we do have some money available but it is expensive. Al said the main concern at this point is to make sure that every door locks so in the case of a serious situation and there is call for a lockdown that the doors can be locked. All schools have different locking systems and our main focus is to make sure teachers can lock the doors. We can lock all of our classrooms in a variety of different ways. A further discussion took place about the fifteen projects on the Capital Budget Proposal. Patti Fusco has put the complete Capital Budget Proposal on the web.

The board gave thanks.

C.1.b. Student Representatives Report

Stacie Hurley reported that the Mean Stinks project held their final assembly last week for the Anti Bullying Campaign and Semester 2 also started last week. The DECA Fashion Festival was last Friday and DTP is holding a brief meeting for interested students. Rebecca Norman, Yasani Spencer and Sally Spio were selected to the UNH Outstanding Seniors High School Program and will be taking the spring semester of classes at UNH. Children’s Theatre visited the Bridgeport Cabaret this week to help us prepare for our upcoming performance on Saturday at 10 and 12. Jayva Johnson was selected as the New Haven Register Athlete of the Week for the third time in her career.

Abdul-Rasak Zachariah reported that a Veteran was recognized during the hockey game this past Saturday. The WHHS Cheerleaders are going to Florida to compete in the Nationals. The WHHS Mock Trial Team is competing tonight at Weston High School. The course selection process for 2013 and 2014 begins next week for Bailey and WHHS. NAEP Testing was completed at the high school today. NAEP is the National Assessment of Educational Progress this is like the nation’s report card and just random students were picked to take that test. The Student Government Organization has started school wide efforts in memory of victims from Sandy Hook. Abdul is vice president of this group and they have started a face book group for 26 Acts of Kindness. Students
post random acts of kindness that they did during their day. The Peer Advocates and the American Red Cross will be running a blood drive on Thursday.

Abdul also mentioned to the Board that the purchase of ads for the upcoming WHHS musical are available. The board responded immediately by taking a full page ad.

C.1.c. Board

C.1.d. Committee

Dorinda asked if there were any updates on the building recycling. Mark is waiting on Joe and Mr. Saley to come and do their presentation. Dorinda asked when they are doing this. Mark is waiting for them to be back in touch with him. Dorinda said so we are going to encourage them to be on the next agenda. Mark said that is fine with him. Toni said the next meeting is at Savin Rock. Neil said he will talk with Joe about this and he knows that Joe and Rob have been working on this with the commission.

Patrick Egolum asked who collects the recycled papers and if we have a contract with this company. Mark said yes the contract is with the city and it is single stream recycling which means you can put papers, cardboard and bottles in there but the problem we are having is that there is not someone to oversee it and that is what we are trying to address. When these materials leave the cafeteria or any place else where there is a container are they putting these materials in the correct recycling dumpster or are they putting it in the trash dumpster. Sometimes coffee grounds are thrown in the recycling dumpster and contaminate the recycling bin and everything has to go into the garbage. We are trying to get information so we can coordinate this recycling project.

Neil said Rob called his office last week and spoke to Tammy. He was contacting Liam Leapley who oversees the club at the high school that does this and hopes the high school kids will get involved. Mark asked Abdul to give Mr. Leapley a head’s up on this because he is Abdul’s soccer coach.

Dorinda asked Neil to send her the custodial and the building managers’ job descriptions.

D.1. Approval of Minutes

D.1.a. West Haven Board of Education Regular Board Meeting held in the Council Chambers of City Hall, 355 Main Street, West Haven, CT on January 22, 2013 at 7:00 PM

Mark Palmieri asked for a motion to approve the minutes D.1.a.
Toni Paine made the motion to approve the minutes D.1.a
Dorinda Borer seconded the motion
Discussion: None
All board members present were in favor
Minutes are approved
D.2. **Resignations: (Certified)**

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**

   **13-14 5 Year Capital Budget for Submission to Mayor**

   Mark Palmieri asked for a motion to approve the 5 Year Capital Budget for submission to Mayor Picard.
   Bob Guthrie made the motion to approve the 5 Year Capital Budget for submission to Mayor Picard.
   Toni Paine seconded the motion.
   Discussion: None
   All board members present were in favor.
   5 Year Capital Budget is approved for submission to Mayor Picard.

F. **Informational**

   **The Spelling Bee is Thursday at Molloy School.**

   **Reminder that the next board meeting on March 4, 2013 will be held at Savin Rock Community School. There was nothing further added.**

Mark Palmieri asked for a motion to adjourn.
Bob Guthrie made a motion to adjourn.
Pat Libero seconded the motion.
All board members were in favor.
The meeting adjourned 8:20 PM.

Respectfully submitted,

Marylou Amendola
Board Secretary