A. Call to Order, Rosemary Russo, Chairwoman of the Board of Education

A.1. Pledge of Allegiance

B. Public Portion of Meeting

Resolved: It shall be the policy of the West Haven Board of Education for individual members, if they so desire, to engage in dialogue with members of the general public during the time allowed on its agenda for public participation.

Dialogue must be confined to information gathering purposes and at no time will individual persons or personnel be the subject of discussion.

It is understood that the Board Members and Administration will be given adequate time to research any inquiry resulting from such dialogue and shall do so on specific direction of the Chair. It will be the authority of the Chair to cut off dialogue at any time it deems feasible.

C. Reports:

C.1.a. Administration/Status of Schools

C.1.b. Student Representatives

C.1.c. Board

C.1.d. Committee

D. Pursuant to Robert's Rules of Order the following questions are subject to the Board's vote without debate. Should a member choose to debate a specific question, he will move to lay the question on the table, and it shall become the first item of New Business. The Board will then vote on the remaining questions.
D.1. Approval of Minutes

D.1.a. The West Haven Board of Education Regular Board Meeting was held in the Board’s Meeting Room on the second floor of City Hall, 355 Main Street, West Haven, CT on Monday, October 21, 2019 at 6:00 PM.

D.1.b. The West Haven Board of Education Pupil Services Committee Meeting was held in the Board’s Meeting Room on the second floor of City Hall, 355 Main Street, West Haven, CT on Monday, October 21, 2019 at 5:30 PM.

D.1.c. The West Haven Board of Education Policy Committee Meeting was held in the Board’s Meeting Room on the second floor of City Hall, 355 Main Street, West Haven, CT on Monday, October 21, 2019 at 7:10 PM.

D.2. Resignations: (Certified)

19-101 Kaitlyn Schuessler, General Music Teacher – Washington School
  Effective: To Be Determined
  Reason: Personal

19-102 Nathan Hill, Science Teacher – West Haven High School
  Effective: To Be Determined
  Reason: Personal

19-103 Dr. Anthony Cordone, Director of Adult Ed & Fine Arts – West Haven High School
  Effective: January 1, 2020
  Reason: Retirement

D.3. New Hire: (Certified)
D.4. New Business

19-104 Recommended policies from the Policy Committee and board members in attendance to be voted on by the full Board

Move to Approve

1. #P6171.4 Instruction - Special Education (IEE)
2. #P3231 Business/Non-Instructional Operations
3. #5125 - Student Records
4. #5141 - Students – Reporting of child abuse and neglect
5. #5113.2 - Students – Attendance/Excuses/Class Cuts
6. #P5113.2 - Students – Truancy
7. #4111/4211 Personnel – Certified/Non-Certified
8. #4112.6 Personnel Records
9. #4112.5 Security Check/Fingerprinting

19-105 Approval of FY 2020 Alliance Grant

Move to Approve

F. Informational

F.1. Resignation Letter from Monica Skakacz RN, School Nurse at Carrigan Intermediate School effective after November 1, 2019

F.2. Special Meeting – Student Expulsion Hearing – October 15, 2019 at 8:19 AM

F.3. Resignation Letter from Elisa Predom, Medical Tech Support – Carrigan Intermediate School effective October 29, 2019
Kaitlyn Schuessler  
115 Fairview Ave.  
Stratford, CT 06614  
(203) 814-6791  
kaitlyn96k@yahoo.com  

October 24, 2019  

Dear Mr. Cavallaro,  

Please accept this as my formal resignation from my position as General Music Teacher at Washington Elementary School, effective as soon as possible. Thank you for the opportunity to work within the West Haven Public Schools for the last year.  

Sincerely,  

Kaitlyn Schuessler  

Received  
OCT 24 2019  

Personnel Dept.  
W.H. Board of Education
I'm not sure when his last day will be. We are working on finding a substitute.

Neil

From: Nathan Hill
Sent: Tuesday, October 29, 2019 1:58 PM
To: Neil Cavallaro <Neil.Cavallaro@whschools.org>; Dana Paredes <Dana.Paredes@whschools.org>
Cc: Raffaela Fronc <Raffaela.Fronc@whschools.org>; Jolene Barnes <Jolene.Barnes@whschools.org>
Subject:

Dear Neil and Dana,
It is with a heavy heart that I write this letter of resignation from my position as a science teacher at West Haven High School. The past 14 years here have been some of the most enjoyable years as an educator and I cannot thank you both enough for the opportunities you have given and the support you have provided me. I have been offered the opportunity to work in the same system as my daughter which is very beneficial to my family. I will miss the West Haven students, my colleagues and the West Haven community. Thank you again. It truly has been my pleasure to work under your leadership.

Sincerely,

Nate Hill
October 31, 2019

Dear Superintendent Cavallaro,

Please accept this letter as notification of my retirement from the West Haven School District effective January 1, 2020. After 51 years of my professional career devoted entirely as educator and administrator in the West Haven District, it has come time for me to say goodbye and enjoy life with my wife and family.

As a true “Westie” my family lived in West Haven for over 100 years. It all began four generations ago with my immigrant great-grandparents from Italy and continues to date. Believing in education as a necessity, my parents insisted upon my siblings and myself to not have a choice but to attend school and prepare for a better future. My entire K-12 education was within the West Haven School District beginning with Kindergarten at First Avenue School in Ms. Riley’s class through the then new 1963 West Haven High School under the principal leadership of George Richards.

Throughout my professional career, I have memories I will reflect upon and cherish. I taught hundreds of students including the grandchildren of former WHHS classmates who became successful and productive citizens. I worked with or recommended hiring countless staff of which some to date remain educators in the district as well as administrators in and out of district. I worked under eight of the eleven West Haven Superintendents and most grateful to Dr. John Onofrio, as well as George Palermo who afforded me the opportunity to serve within the various building and district administrative levels. My journey serving as Coordinator, Assistant Principal, Principal, and Director was an experience I take to possibly teach at a college level and engage in classroom dialog about the infused leadership theory as it applies to the realities of being an educational leader.

After the honor of serving the students and community of West Haven, I now leave the West Haven School District with indelible memories and the proverbial reflection to Live, Learn, Love, and Laugh.

I ask that this statement be read into the official minutes and open portion of the West Haven Board of Education meeting. Thank you.

Respectfully submitted.

Dr. Anthony J. Cordone
19-104 Recommended policies from the Policy Committee to be voted on

Move to Approve

1. #6171.4 Instruction - Special Education (IEE)

2. #P3231 Business/Non-Instructional Operations

3. #5125 – Student Records

4. #5141 – Students – Reporting of child abuse and neglect

5. #513.2 – Students – Attendance/Excuses/Class Cuts

6. #P5113.2 – Students – Truancy

7. #4111/4211 Personnel – Certified/Non-Certified

8. #4112.6 Personnel Records

9. #4112.5 Security Check/Fingerprinting
19-105 Approval of the FY 2020 Alliance Grant

Move to Approve
October 18, 2019

Jill Grego
Nursing Supervisor
West Haven Public School District

Dear Ms. Jill Grego:

Please accept this letter as my official resignation as a School Nurse at Carrigan Intermediate School. My resignation will be effective after November 1st, 2019.

I appreciate the opportunity that you and the West Haven Board of Education have afforded me. Please let me know if I can assist you with a smooth transition.

Sincerely,

Monica Skakacz RN

Cc: Neil C. Cavallaro, Superintendent of Schools
    Richard Weber, Principal
    Alicia Limosani, Assistant Principal
WEST HAVEN Board of Education/Directors:  
Minutes of Special Meeting: Student Expulsion Hearing

Date of Hearing: October 15, 2019

The WEST HAVEN Board of Education convened a special meeting for the purposes of conducting a student expulsion hearing. The meeting was called to order at 819 am by Michael W Macknial, Impartial Hearing Board.

Executive Session

The Board moved into Executive session at 820 am, pursuant to the Freedom of Information Act, specifically Connecticut General Statutes Section 1-200(6)(E) and 1-210(b)(11) and (17), as the student involved, their educational records and personally identifiable information contained in those records were likely to be discussed.

The following persons were invited into executive session:

☑ Admin Designee James Turcio
☑ Admin Designee John Della camera, Asst Principal WHHS
☐ School Resource Officer
☐ Attorney for Administration
☐ Student who is the subject of this expulsion proceeding
☐ Parent/Guardian of the Student who is the subject of this expulsion proceeding
☐ Student Representative
☐ Attorney for the Student
☐ Other
☐ Other
☐ Other
☐ Court Reporter

The Board moved back into public session at 827 am.

Order

The Student is hereby expelled from the WEST HAVEN Schools beginning 10/15/2019, for one calendar year ("the Period of Expulsion"). Except as specifically allowed by the Administration the Student shall not be on WEST HAVEN School grounds for any reason, shall not attend any school function or activity, and shall be denied all school privileges during the period of expulsion.

The Student shall eligible for early re-entry to school on or about the first day of the 2020-
2021 academic year, if conditions established by the administration and/or agreed upon by the parties in the written stipulated agreement are met. At a minimum, in order to be considered for early re-entry the student shall meet the following conditions precedent:

b. The Student will have regular attendance at his alternative educational opportunity to be afforded him/her as determined outside of this hearing between the parties or by a PPT and will successfully complete instruction.

b. The Student shall commit no further violation of Board of Education disciplinary policies either on or off school ground.

In the event the Student fails to comply with any of the conditions set forth above, or any additional conditions established by the parties hereto, the Student will not be eligible to return to school on the early re-entry date and will remain out of school receiving an alternative education opportunity through the expulsion period.

During the period of expulsion, the Student will be placed on a probationary status. If the Student violates or commits any offense on or off school grounds which s/he could be suspended or expelled for pursuant to Board of Education/Director's Disciplinary Policy, in the administration’s discretion, the Student will be required to serve out the remainder of the expulsion period. In the event the student is a special education or “504” student this determination may be made by the administration, if after conducting a Manifestation PPT, it is determined that the new misconduct is not a manifestation of the student’s disability. The administration would not be prevented from also seeking a new expulsion for the new misconduct.

During the Period of Expulsion, the Student shall be provided with an alternative educational opportunity. In the event the student is a special education or “504” student, the alternative education shall be consistent with his special education needs based on the recommendations of a reconvened PPT. The Student’s participation and attendance at his alternative educational opportunity will be treated as time in school for the purposes of advancing to the next academic grade and toward achieving status/credits toward graduation.

The Administration, Student and his/her parents hereby agree to keep this agreement confidential and agree not to share verbally, in writing or via electronic communication or other means, the substance of this agreement with any individuals including members of the School community unless otherwise ordered by a court. Failure to keep this agreement confidential will be treated as a violation of the agreement subjecting the Student to fulfillment of the entire expulsion period as set forth herein.

Any written agreement of the parties shall be attached hereto and made a part hereof. Any discrepancy between this order and the written agreement shall be construed in favor of said agreement.
The meeting was adjourned at 829 am

Respectfully Submitted,
West Haven Board of Education
Hello - Please be advised I received the below email from Elisa Predom, stating her resignation effective today, October 29, 2019.

Thanks,

Jill Grego RN BSN
Supervisor, School Health Services
West Haven Board of Education
(203) 937-4300 x7120 Phone
(203) 931-6816 Fax

From: Elisa Kelsey-Predom
Sent: Monday, October 28, 2019 5:27 PM
To: Jolene Barnes
Cc: Jill Grego
Subject: Resignation

It is with a sad heart I am resigning my Medical Support Tech position at Carrigan school as of October 29 2019. I thoroughly enjoyed working at the WHBOE., and will miss you all. Thank You for your employment.
A Regular Meeting of the Board of Education was held on October 21, 2019 in the Board’s meeting Room on the second floor of City Hall, 355 Main Street, West Haven, CT. The meeting was called to order by Rosemary Russo, Chairwoman of the Board of Education at 6:00 PM. The meeting opened with a pledge to the flag.

BOARD MEMBERS IN ATTENDANCE:
Rosemary Russo Chairwoman
Robert Guthrie, Vice Chair
Susan Walker, Secretary/Treasurer
Patrick Leigh
Patricia Libero
James W. Morrissey
Karen Pacelli
Rosa Richardson

BOARD MEMBERS ABSENT:

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

CITY OFFICIALS PRESENT:

STUDENT REPRESENTATIVES PRESENT:

B. Public Portion of Meeting
Chairwoman Russo asked if anyone would like to address the board three times but there were no speakers. Public Portion ended at 6:03

REPORTS
C.1.a. Administration/Status of Schools

Superintendent Cavallaro had spoken with Ken Carney about the Bailey Roof and a couple of other items so he volunteered to come and answer any questions and update us. This is parent visiting week. Bailey today, WHHS tomorrow, Carrigan on Wednesday and the elementary schools are on Thursday. We thought it was more important to hold the conferences prior to the first report card being issued and that is why we have parent visiting at this time of the year.
We are filling a Special Ed position at Carrigan and this is the one position we hadn’t filled so we are now an all filled teaching staff as of today. We do however need a nurse as a nurse who we recently hired decided to take a position in another district. The good news is we have been able to find nurses but retaining them is the bigger challenge.

Ken will give a report on the Bailey roof and give some good news on other projects and Washington School.

Ken Carney said he will give the board a high level overview of all the projects going on right now. The Bailey roof that the engineer specified came in last week which was a special color that matches as closely as possible to the one that is there. The roofers were measuring for fabrication of that metal and will return tomorrow completing a punch list of the EPM given to them last week and on Wednesday they hope to install the metal and on Thursday Ken Carney will be out there inspecting the roof as will the building official and that should wrap up the project. He was granted permission to replace the entire roof for Bailey under the State Reimbursement Funds he put out to bid a project management team which was needed when you go to the state to get your reimbursement. The winning bidder was Construction Solutions out of West Hartford with a bid of $18,000. Without changing the scope after a review they came down to $18,500. They in turn will hire an architectural group through a bid process which will create a feasibility study and work with the administration to do the Ed Specs for the roof replacement and will apply to the state and we should hear pretty quickly that the state has approved it. Our reimbursement is somewhere between 77 and 78 percent and at that point we can schedule the roof to be done in the summer and put the roof out to bid. Patrick Leigh asked the square footage of what needs to be replaced. Mr. Carney said the building itself is 123,000 square feet but that is not the roof and he doesn’t know how many squares are on the roof and you don’t want to know that it is up to the bidders to determine as you don’t want to poison the well and say we think it is 40,000 square feet or 50,000 but every single inch of that roof will be replaced with the exception of the cafeteria that we just completed. Makes sense; perfect. Rosa Richardson asked how this will blend with the part just replaced. The material on the roof is a black EPM which you really can’t see anyway but would match either way. He would hope for a reinforced EPDM which is on the high school roof which is much more durable when workers go up there. This would look a little different but you wouldn’t see it from the ground. The metal will be slightly different but when we do the entire roof we will be able to match the current metal so it will all match. Rosa asked about blending where the new roof is now and when the old roof becomes the new. Mr. Carney said this is not an issue because the cafeteria roof is actually elevated and has a parapet wall so the new roof will go up to it and will mirror the EPDM and you could not tell the difference. OK. Patrick Leigh asked the life span of that. The life span of all these roofs is warranted for a small extra fee for 20 years but as we have experienced we get between 28 – 35 years on a roof. Awesome. The one on the roof now is about 28 years old. Jim Morrissey said you said the cafeteria hopefully will be done this week is that what you are saying? Yes as you know we are working with a very difficult contractor who was the low bidder and it has been nothing but aggravation with this guy. The good news is that because of his behavior this has been the most inspected roof in West Haven. The quality of work has been confirmed by the building department, Mr.
Carney has been up there, and the manufacturer has given us written letters saying its good quality meets a 135 mile an hour wind zone. The contractor has been told if he wants to get paid, we have confirmed the metal is in, you have to be done by Thursday. Jim understands that but he has his materials up there so you just can’t say we aren’t going to pay you obviously. No but my point to him is you are going to be paid soon. I need it done by Thursday. Jim said he bid the job for $70,000... correct. This was 40 or 50,000 lower than the higher bidder so the city hired him and I don’t think the fault should clearly lie on the feet of this roofer. He has done other projects in the past like this one. We have been waiting for this roof to be done since last March and it has been one thing after the other. Back in August you said it was going to be done before school started and I asked you if they work on Saturday and Sunday and you really didn’t give an answer and this board has been out in left field since, in my opinion, last March. I think it is shameful that we have to wait this long to get a $70,000 roof installed in one of our school buildings. Jim then said you said the roof has a 20 year lifetime guarantee so let me ask you this question. That roof has been exposed now since August does the manufacturer knows it has been sitting there through rain and we have had damage there with leaks. Mr. Carney said that the roof is not exposed. Jim said it was leaking I have been there on several occasions and saw that. Mr. Carney said wait let’s get the facts out straight...OK. Mr. Carney then said let me speak to what you are talking about. Before the new cafeteria roof went on we couldn’t use the cafeteria it leaked in 25 spots he put the roof on and the first major leak we had was not his roof we had to hire a second roofer to come in and do a seam repair before the parapet wall. Mr. Carney was on the roof on a Sunday, Mike McGrath was there, Chris was there and we brought in a roofer who fixed the seam and that was the major leak. Then we had another rain storm and because the coping was not installed the flap blew up it on the parapet wall so in other words this is our roof and the parapet is his roof and we had a minor leak that we didn’t expect. We just had a major storm and not a drop of water. Jim said that is because you went up there a second or third time whatever to put cinderblocks up there and stuff like that the report came from the architect saying it was water tight but right in the middle of the cafeteria the tiles were all wet they leaked from somewhere. That middle is on the parapet wall; the roof itself is completely water tight it has been flooded many times has all brand new drains; that roof is 100% water tight. The perimeter of the roof which is lacking the metal right now did let water in once but nothing is exposed. A long further discussion took place. Jim then said the fact of the matter is we shouldn’t have waited this long to get this roof done. In my opinion I think it is shameful and our students and staff deserve better. Thank you.

Mr. Carney said moving on the Haley School has two ADA lifts being installed over the Christmas break which will take care of a problem over there. Bob Guthrie asked if they are replacing existing lifts there. The lifts that are there now are breaking down all the time and are not sufficient for normal use. OK. Will they be going in the same location? Yes what you have now is almost like a chair lift and to use it once or twice a day is OK but it is used way more than that. Now we are creating a metal platform that takes up like 1/3 of the stairs and there will be an actual drop lift so the student goes down the metal platform which will be railed off and safe and they sit in a chair and it is an up and down lift. This is in two locations. A further discussion took place. Rosa asked if the up and
down lifts are for handicapped wheel chair accessibility only because we have children on walkers. Mr. Carney said it works for everybody. With the walker they would just walk onto the lift. It allows students not to use the stairs for any reason at all and it is big enough to not only accept a wheel chair but a wheel chair with an aide. A further discussion took place.

Superintendent Cavallaro said once we get the Bailey roof on is solar a possibility. Yes on that point Frank made him get a $4,000 engineering study on what the roof could support which is a little crazy because the new roof is many times lighter than the old built up roof with the gravel. That report will allow us to skip a step and go right to the solar guys and say here is the weight that this thing can support let’s do solar.

Moving on to Carrigan we have a condensate tank that has failed and created a problem with the two boilers used to heat the school in the morning and turned off when a certain temperature is reached. The tank is being custom made and should be in the end of this week or early next week. Jim asked how old were the tanks? That tank was probably 30 years old and full of gunk. There was a two year period where the treatment company wasn’t paid and they stopped showing up. Right now we are in good shape and the tank is being custom fabricated and the heat is working and it will be working permanently once we put that tank in. Jim Morrisey said a couple of years ago he and the superintendent went over there as the staff and students were complaining that the building was cold so he is hoping that this won’t happen this coming winter. No we are prepared for winter and it has been really, really warm and the tank will go in full time.

Moving on to Washington School the feasibility study for a new elementary school was put out to bid and we had 5 architects respond. This Friday at 11:00 AM there will be a committee meeting with the principal of the school, the superintendent, myself, Chris Everone and we will go over the bids to see which one suits our needs the best and then he has permission to award that to a committee scoring system. That will begin the process of looking at a replacement school for Washington. The plan is to build this new school in the parking lot behind Washington almost like where the new gym is towards the street and once that is done we tear down the old school so there won’t be any swing space needed. We won’t have the sort of the issues we are having now at the high school. It will be a two story school, brand new built and then Washington School will come down.

Rosa Richardson asked where the parking would be for the teachers and staff. In the footprint of the old school. Karen Pacelli asked what about during school? That is one of a hundred questions that have to be worked out in the phasing plan and everything OK. Patrick asked if the new front would be on Brown or still Washington. Probably Washington because of the size of the school but he doesn’t want to commit to that because that is really up to the designers. They will come in and it will be a state reimbursement project so there will be rules and regulations they have to follow. This will be far more efficient than the old school, far more secure, much friendlier, the stairs won’t be as steep, and we will have an elevator that we don’t have now. Superintendent Cavallaro said we just talked about handicapped accessibility and remember right now that school is off the charts when it comes to any student with a disability so this will
certainly help that situation down the road. Pat Libero asked will it be a different reimbursement because you are getting rid of the old building. No we would max at around 78%. OK. Jim Morrissey asked if the State of Connecticut has any plans to lower the amount of reimbursement. Mr. Carney has spoken to the state guys and he thinks it is coming and is already happening. New London is building a new high school and they probably need 105M and were told by the state you can’t spend more than 90M and anything over 90M is on you and that is happening all over the state. We kind of made it under the wire at West Haven High School as we had 130M and they told us we can’t spend more than that which we clearly are not going to spend. What saved us is we had a special rider or exception that we are limited to a 4M ineligible and with a building like that you might be at a 12M ineligible. They are saying that no matter what you do only 4M will be considered ineligible and that is a gift that is unbelievable. Jim Morrissey said what you are saying right now is that Washington School is entitled to 78% from the State of Connecticut. Yes. If we go two or three years down the road it will be less. Absolutely that is why we want to get in as soon as possible. When these things happen it usually happens at certain times of the year when the legislators meet and he thinks that our plan will be in at that meeting so they are not going to approve what they have and then change it in the future so he thinks we will be OK. Jim asked if we get it locked in is there a certain amount of time when it would run out. Yes you have basically two years to start the project or you lose your grant. Superintendent Cavallaro said we were able to keep the high school going by doing some preliminary work and calling it phase 1 because if you don’t start we were on the risk of losing that...Jim doesn’t mean to cut him off but we are building a new school so we are not walking in to an existing school. You are right Jim but you are building a new school that is much easier to build than the high school. Let’s say you have a problem where the City says we don’t have the 7M you could go into the existing school and do some abatement and call that a start because you have to abate that school to tear it down. OK I just am throwing these questions out because he knows the state is obviously in some financial straits here and can see them cutting back down the road on many other things. I think you are right but we are going for it. No, that is fine. Superintendent Cavallaro talked with Rosemary Russo and Patrick Leigh will sit in on that committee to help us choose the architect and the meeting will take place at 11:00. OK.

Next we have WHHS and we think the wing they are working on now is a little bit ahead of schedule. We are still trending about 2M under budget and we are in punch list mode in the phase we just completed. We did have a visit from the American Federation of Teachers and they gave us a glowing report on the cleanliness of not just the new school but also the old school. They couldn’t find dust or many things we have heard complaints about.

The last school is the Forest School Playground. An engineer determined that there is a clay base not suitable for the drainage. We have determined that the footprint of this playground would max out at 150 ft. wide by 45 ft. deep and the city has offered to do the drainage work on their dime. This leaves roughly $92,000.00 left for the playground and we went to the state bid list and met with one of the top playground companies in the state they are out of Massachusetts but service Connecticut and they are designing a
playground for the numbers we have and hope to have that in the next two weeks. We will make sure it fits in the model and the city will do the drainage work and we can order the playground. We are going with a better rubber pad has far superior durability, safety and bacteria wise than mulch and they say it has to be above 50 degrees so you probably won’t see it poured until March or April but we will stay on it. Patrick Leigh asked with 92K left over what was the total? We had $100,000.00 grant with spent $8,000 with the engineers and were told there is another $10,000.00 sitting around that he hasn’t seen so roughly $100,000.00. OK awesome thank you. Bob Guthrie said on Bailey obviously the last time you both met with the contractor you were told October 15th was the hard date. Correct yes. Was there an agreement to extend it or is he being fined or docked money. Mr. Carney said there was a discussion with Corporation Counsel to hire another roofer but they never did. The metal was out of stock for 6 weeks so the engineer said a thicker metal same color can be used and delivered in 2 ½ weeks and that is the metal that came in here on Friday. He could call the other roofer tomorrow but we are using the original roofer which he thinks is the best course of action. If he doesn’t perform this week then he pulls the trigger for the other roofer that is it. A further discussion took place.

The board members thanked Mr. Carney.

Superintendent Cavallaro thanked Ken for coming to update the board not only on the Bailey roof and other projects but for the extensive report he gave on things going on throughout the district. State Representative Borer could not make the meeting tonight however we do have Alesha Hartley and Stacey Giaquinto who is one of our teachers at Forest to speak on food waste in the schools and littering. Please make your presentation and if needed we can bring in our Food Service Director and maybe get more involved.

Stacey Giaquinto was kind enough to give a typewritten presentation for the minutes. Stacy also said she went into the cafeteria at school for one lunch period and took pictures of everything that was thrown out and there were 16 bags. She shared the pictures with board members. She knows we use Styrofoam trays which are not recyclable and are thrown out; paper bags would be better or cardboard trays. Her complete presentation is at the end of the minutes.

Alesha Hartley said she is on the same Sustainability Board and is the food waste expert on the board. She just received her Master’s Degree from NYU in Food Studies with a specialization in Sustainability and Sustainable Food Systems. Food waste was a big part of her work and a lot of the projects that she did. Robin asked her to help with food waste in West Haven and has already presented to the Public Works Department and Rosemary and Alesha thought this might be of interest to the board. Alesha presented a quick synopsis of some ideas she has researched and could be implemented that are low tech and low cost. The problem with food waste is that about 40% of what we produce in America goes to waste. A lot of resources are being wasted such as energy, water and soil. 40% that we waste in America is wasted by consumer facing entities so schools would be a part of that 40% partly because the kids are consumers. The EPA’s suggestion of how people or entities should deal with food waste so source reduction and feeding hungry people are two of the solutions that were discussed. In schools we could host
assemblies for the teachers and students to let them know what food waste is, why it is bad, and why we should care about it. You can also inform the parents on issues of food waste and do that through flyers and newsletters or whatever type of communication is sent to parents and add this on to it so there is no added cost. You can bring parents along as volunteers if you do want to implement something. Another idea would be to create a challenge or competition maybe between two classrooms or two schools and at the end of the year whoever diverted the most waste wins a big jamboree day or a good incentive like pizza. Or you can do who had the best composting site that looks nice and is clean and composted correctly. You can start at the beginning of the school year and do all your measurements because you can’t fix what you don’t know so you have to measure it first and implement whatever challenge you come up with and do another data collection at the end and figure out who the winner is. Stacey said the kids are excited about this and want to get involved so you know you have some stakeholders on board with this and also teachers who are interested in food waste so that is another stakeholder group that would be able to help. You might also consider incorporating composting in the science lesson so you can have the worms and see how everything breaks down. There is a clear composter that you can put the worms in and you can see everything happening and that would be a cool way to get the kids involved and learning at the same time. Blue Earth Composting is based out of Hartford and does curbside pickups so they will come to the school and pick it up for you. There is also a composting site on Kimberly Avenue. Rosa Richardson said the composting a Kimberly Avenue wouldn’t be food compost. The Public Works Department and he seemed kind of open to it but hasn’t gotten back to her. Rosa said by integrating it? Yes like the wood and leaves etc. which you need to add in to the compost so it wouldn’t be such a big undertaking. Aleshia’s favorite part is feeding hungry people and she thought we could connect with local partnerships and non-profits to help with the education around sustainability and food waste so they are also subject matter experts and help with outreach and creating teaching materials. Giving a little education to the staff and students on food waste in the schools and how to reduce it is by implementing share tables and a lot of schools are having success with this because they start them at a young age and it is becoming more and more ingrained in them. You have a table and this is the compost bucket clearly labeled with the various languages in the school, trash, recycling and then a food share where you would have the food that is uneaten, unopened, and ready to go or be donated or used the next day. You can work with the Health Department because the USDA supports this and promotes this. Havens Harvest is a local food recovery organization that started in New Haven and now she is partnering with UNH to do food recovery from them and also the Hamden School District and has done talks to do food recovery for the Woodbridge School District. She picks up the food and finds the recipients so she does everything. A further discussion took place and slides were shown during the meeting.

C.1.b Student Representatives’ Report
There was no report for this board meeting.

C.1.c Board
Sue Walker asked about the teacher who has been absent from Washington School. Superintendent Cavallaro said as of last Thursday they secured a sub and the substitute is
there and Mrs. Trotman will not be out as long as they thought and Miss Shirden has made a schedule where they are receiving extra support from the reading teacher and the math teacher. Substitute teachers are hard to get. Rosemary Russo asked what you meant when you said you thought of disbanding the class. We were actually thinking of moving the kid into the three remaining classes and we would have still been under the contractual limits but we really didn’t want to do this because we have really nice class sizes. Everything seems to be OK now.
Karen Pacelli attended Jon Capone’s Roast and it was very nice with a great outcome. She didn’t know how much money was made but it was a good time.
Bob Guthrie congratulated Mrs. Parades being honored as Assistant Principal of the Year. He has to be out of state and not able to attend.

C.1.d. Committees

D.1. Approval of Minutes

D.1.a. The West Haven Board of Education Regular Board Meeting was held in the cafeteria of West Haven High School, 1 McDonough Plaza, West Haven, CT on Monday, October 7, 2019 at 6:46 PM.

Chairwoman Russo asked for a motion to approve the October 7, 2019 board meeting minutes D.1.a.
Rosa Richardson made the motion to approve the minutes
Patrick Leigh seconded the motion
Discussion:
All board members present were in favor
Regular Meeting Minutes are approved

D.1.b. The West Haven Board of Education Special Board Meeting was held in the cafeteria of West Haven High School, 1 McDonough Plaza, West Haven, CT on Monday, October 7, 2019 at 5:50 PM.

Chairwoman Russo asked for a motion to approve the Meeting minutes D.1.b.
Bob Guthrie made the motion to approve the minutes
Karen Pacelli seconded the motion
Discussion:
All board members present were in favor
Regular Meeting Minutes are approved

D.2. Resignations: (Certified)

D.3. New Hire: (Certified)

19-100 Devon Kurker-Stewart, 13 Tanglewood Drive, Hamden, CT 06518
Special Education Inclusion Teacher 5th Grade – Carrigan
Salary: $51,515 Step 5 BS
Effective: November 4, 2019

Chairwoman Russo asked for a motion to approve Item 19-100
Karen Pacelli made the motion
Rosa Richardson seconded the motion
Discussion:
All board members present were in favor
Item 19-100 is approved

D.4. New Business

Chairwoman Russo said she was glad to see a clerk has been added to the high school because they needed the help in the office. Neil said we were able to take the sub 8 hour position and came up with two five hour positions so that worked out really well.

Bob Guthrie said the CABE Delegate Assembly is November 14, 2019 and our district is entitled to one vote if you have an interest in participating it will be from 3:00 to 6:00 PM at the Mystic Marriott before the CABE/CAPP Conference.

Chairwoman Russo said the rest is informational and asked for a motion to adjourn.
Karen Pacelli made the motion to adjourn
Patrick Leigh seconded the motion
All board members were in favor
The meeting adjourned at 7:08 PM

Respectfully submitted,

Marylou Amendola
Board Secretary
Dear Board Members,

My name is Stacey Giaquinto. I am a lifelong West Haven resident and teacher in town for the past 21 years (Stiles and Forest). A few years ago, I published a children's book called *Sticky Green Noses Help Save the Brook*. The book was influenced by real life experiences cleaning litter out of the brook on Colonial Blvd. in West Haven. I have always had a passion for picking up litter! As a result, I arrange local clean ups and created an educational program (*Litter Awareness*) to bring recognition to the consequences of littering and single-use plastics. The program teaches where litter comes from, the impact it is having on our environment, and the simple steps we can take every day to make improvements. I have been able to share *Litter Awareness* in several of the elementary schools. The responses have been very positive, and the children and families in West Haven are becoming more conscientious and aware. All the children I have worked with want to be part of the process!

Throughout the last 5 years, I worked with the West Haven Beatification committee, became a member of the Land Trust, and most recently joined the West Haven Sustainability Committee. When meeting with the Sustainability committee, the topic of food/school waste came up. I then met with Alecia Hartley and Rosemary Russo to discuss the topic further, which led me here tonight.

I am currently researching programs for reducing school waste and alternatives for single-use plastics. I just initiated the Crayola Marker recycling program at Forest School, and I have begun to study the food waste there too. It is my hope to get the conversations started and to also share my findings with as many people as I can. I would like to see something done on a larger scale, so it can reach across the community. I am asking the Board of Education to support me in this endeavor.

I want to encourage all families, residents, business owners, and city employees to take an active part in helping our town reduce waste and stay litter-free. It will require group effort and education.

Reducing waste in schools (be it food, paper, books, supplies, etc.) is essential. We need to keep our schools and neighborhoods sustainable and litter-free. If children are learning and practicing these behaviors in school, it will carry over into their homes. Our children are our future. I hope you will consider how valuable and beneficial this initiative is.

I want to thank you for your time and consideration! When you have time, please visit my website litterawareness.org

Gratefully,

Stacey Giaquinto
A Pupil Services Committee Meeting of the Board of Education was held on October 21, 2019 in the Board’s meeting Room on the second floor of City Hall, 355 Main Street, West Haven, CT. The meeting was called to order by Rosa Richardson, Chairwoman of the Pupil Service Committee at 5:30 PM. The meeting opened with a pledge to the flag.

COMMITTEE MEMBERS
IN ATTENDANCE:
Rosa Richardson Chairwoman
Rosemary Russo
Karen Pacelli
Susan Walker
Robert Guthrie

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

Chairwoman Richardson asked Joe Lucibello to talk about the number of enrolled students in the district. Joe said we have 5,766 students in our district and right now 17% are in district SPED students.

We are never really sure what those numbers are going to be but right now at Pagels some of the rooms have 9 students and we have one room with 12 students but those are fourth graders. For the rooms that are mostly children with autism we try not to go above 6 or 7 students. The rooms that have 9 or 10 students do not require behavioral support it is more academic maybe OTPT and we can go to 10 or 12 depending on the students in the class. We have really worked on this and students that have a high behavioral need and we can’t give them an appropriate program in district are the students who we outplace. This is a team decision but the younger students that we have had over the last several years have had more behavioral than health issues and are better off in a more specialized program. Superintendent Cavallaro said if you have seen our classroom numbers at the elementary schools they are very good. If we combine some for some reason, there are a couple of classes we could disband to make room if we had to for another SPED Class; or if we had an influx of 4th graders we do have some room. Right now class size in general especially at the elementary level is very good. Joe Lucibello said and to last year’s budget we were able to add a couple of Special Ed teachers that were needed at Carrigan and Bailey. This actually helped us because now we have all these students going up to Carrigan and then on to Bailey so that allowed us to continue to do these programs and not have to create another class or outplace more students for whatever reason. Right now we are at a good place but the numbers change constantly every month. A handout was given to board members showing all the programs we have
currently. The only one not shown was at the high school the ACES Collaborative and there are 20 students in that class. That program tuition wise is half of what it would be if we outplaced them. Rosa said and that age is 21 correct. Some stay until 21 and for the last two years we have had a program at the Community House and they transition a lot of those students to that program. They do an 18 to 21 program. The reason we started doing this is because DDS works with the Community House so most of those students will transition to DDS so it seems like a natural progression plus they will stay in West Haven and the parents will see that this is a benefit and it is a year round program. We are in our third year of doing this and we have 8 or 9 students in it and are trying to get up to 10 or 12. We let the parents know that the progression now is Carrigan, the high school until 18 or 19 depending and then to the Community House. There will be some students who stay at the high school until 21 based on their needs and medical needs but most of the students transition to the Community House. Chairwoman Richardson said and Community Connections is pretty much a day program for them correct? Yes everyday it is like going to work. They are starting to put in more programming for some students because we talked with the state about getting more job coaches and getting them supported at a worksite/jobsite. They are starting to implement that this year. Rosa said that is great.

Rosemary Russo said you don’t have any of the PreK listed for Washington, Forest and Mackrille. Joe said because the ones we show here are more self-contained more Special Ed. Our Pre-K at the other schools have Special Ed students in most of the programs but not to the level of these particular labs. Rosemary said one class at Seth Haley and one at Pagels had 16 and 19 and there is another PreK class at Seth Haley with 6 and one with 7 so why do you have so many in one class. The needs in those classes aren’t as high as the other ones. Rosemary said so the classes with the least amount of students are high needs students. The classes with the higher number of students are Special Ed but with more speech and maybe developmental delays, no behaviors and mostly they are not autistic. Rosemary wanted to understand how it was so those are your inclusive classes. Correct. OK.

Rosa wanted to take a moment to review the student’s outside district. We just started so we don’t have a lot of tuition in the line items yet as they are sending us bills now. The handout showed the number of schools that are currently being used by the district. Some of the companies that we use are for the nurses and for subs. Right now we are using Delta Group for some sub speech help. Most of the names are schools we actually use. Right now we have 130 students placed and we have 4 students pending. Last year we ended at 138 students. Last year we had 10 students that graduated but we also had a number of students move into district before school started that were already outplaced so 130 is the number right now and that is fluid and can change with time.

A lengthy discussion about our budget and tuition costs took place and what is projected for this year. We average about a 3% to 5% increase due to tuitions which we have no control over. We also put in for excess cost money which helps us but the state changes the formulas all the time. We also get Medicaid money. Neil said given what we spent last year and what we budgeted for this year and what we expect to get back we are in
pretty good shape. We use a number of schools based on the student’s need and we do have some schools that have more students than others. ACES has a number of schools so they will have the most students. Karen Pacelli asked where the Children Center is located. It is in Hamden. She noticed it was 1 to 1 and Joe said some children have very serious needs. We don’t have a lot of those students but we will have them. When students have difficult times we have to add more services. We are working with young kids right now that are in kindergarten or first grade who will need a higher level of care and programing. Rosa asked if this was based on the number of restraints? This is based on a lot of things and we have a lot of younger students in need of that intensive program. The hope is that when they do get older maybe 4th or 5th grade they will be able to come back instead of doing it at a later time and maybe never being able to come back.

We don’t just outfit a student unless we have the data that shows the need and why we need to go there. 130 is a lot of students and if we didn’t have all these programs the number would be twice what it is. Rosa would like to say we appreciate what you do and she has had ample opportunity to go to Seth Haley, Pagels and in particular walk through the medically challenged facility along with the self-contained classroom and it takes very special people to do what they do and without that we wouldn’t have a board of ed budget and for that we are very appreciative. Joe said you guys listen to what we need and our people do a great job. There are some tough classrooms that we have but our staff does a phenomenal job and the parents appreciate that their son or daughter is still in district and is successful. All of this and the support that we have for staff is critical and it affects everything. Rosemary said she works in New Haven and shares a lot of the therapists from ACES and they come in and say this would never happen in West Haven. They talk about the equipment you have and it makes her feel so good to hear that from them and it also makes her feel very jealous because she wants the same stuff. Joe said when we make decisions it is for the best interest of the kids money aside if we can do it in a way they can stay in district then that is what we will do. The board gave thanks. Rosa said you guys are always right on top of keeping us informed and we thank you.

Chairwoman Richardson asked for a motion to adjourn.
Karen Pacelli made the motion to adjourn
Rosemary Russo seconded the motion
All board members were in favor
The meeting adjourned at 5:55 PM

Respectfully submitted,

Marylou Amendola
Board Secretary
A Policy Committee Meeting of the Board of Education was held on October 21, 2019 in the Board’s meeting Room on the second floor of City Hall, 355 Main Street, West Haven, CT. The meeting was called to order by Robert Guthrie, Chairman of the Policy Committee at 7:10 PM. The committee members are Patrick Leigh and Pat Libero but everyone else is more than welcome to stay.

BOARD MEMBERS
IN ATTENDANCE:

Robert Guthrie, Chairman
Patrick Leigh
Patricia Libero
James W. Morrissey
Karen Pacelli
Rosa Richardson
Rosemary Russo
Susan Walker

ADMINISTRATORS PRESENT: Neil Cavallaro, Superintendent of Schools

Chairman Guthrie said this has been a work in progress since August trying to get everyone together to go over this. Between Jim Turcio, Joe Lucibello and Jolene Barnes some things have been tweaked and some things have been changed. A lot of changes are made are to comply with statute changes. There are some language changes and there are a couple of policies recommended to be pulled apart and have their own policy numbers.

P6171 Independent Educational Evaluation (IEE)
Jim Turcio began with a quick snapshot of the Independent Educational Evaluation (IEE) P6171 which reflects the new statutory changes. The only change in the policy is if a parent requests an independent evaluation. Prior to that district’s had a lot of flexibility on what they would approve or not approve. Right now it is either we approve it or we take the parent to due process. It is pretty much adopting what the state has adopted and it puts everything in line. A parent can ask for it and the only right we have is to either say yes we will pay for it or no we are taking you to due process.
Chairman Guthrie asked for a motion to approve this and recommend it to the whole board for the next agenda.
Patrick Leigh made the motion
Pat Libero seconded the motion
All board members were in favor
P3231 Business/Non-Instructional Operations
Medical Reimbursement for Special Education Students. We contract with a 3rd party vendor that works with Medicaid and insures the child is Medicaid eligible and insures proper consents are in place. This puts the statute into effect which has not existed before. We have to adopt this because we have been doing the medicaid billing. Superintendent Cavallaro said our department does a very good job.
Chairman Guthrie asked for a motion to approve this and recommend it to the whole board for the next agenda.
Patrick Leigh made the motion
Pat Libero seconded the motion
All board members were in favor

5125 – Student Records
This puts the FERPA Regulations into effect. There were some minor changes. It talks about the hearing process and challenges that can be made. The only additional thing we have to change is to identify the custodian of records. The Director of Pupil Services will be responsible for Special Education Records as the Custodian of Record and the principal will be responsible for all the academic records. Everything else is pretty similar with some minor tweaks on the process of challenging or the hearing process.

Chairman Guthrie asked for a motion to approve this and recommend it to the whole board for the next agenda.
Patrick Leigh made the motion
Pat Libero seconded the motion
All board members were in favor

5141 Students – Reporting of child abuse and neglect
This is the new DCF 5141 that puts everything up to date where DCF has been operating. The time limitation where the staff had 12 hours was a minor tweak. We are required to do the training for all students, staff and parents from K-12 to be aware of the process. This is something we continue to do that meets the statutory requirements. The only other tweak which was a change in the statutes was if there is a failure to report and there was intent then the charges are a misdemeanor for a staff person. This new language is in the statute which has to be adopted.

Chairman Guthrie asked for a motion to approve this and recommend it to the whole board for the next agenda.
Patrick Leigh made the motion
Pat Libero seconded the motion
All board members were in favor

5113.2 Students – Attendance/Excuses/Class Cuts
This is just a tweaking of the language. This took out some old outdated language that we hadn’t brought up to date in the policy but it is in effect and has been in effect in our practice at the high school and other schools.
Chairman Guthrie asked for a motion to approve this and recommend it to the whole board for the next agenda.
Pat Leigh made the motion
Pat Libero seconded the motion
All board members were in favor

5113.2 Students – Truancy
This one had a minor change for some outdated language with regard to truancy. This reflects what DCF is currently doing and what our practice has been. This reflects what we are doing in our Truancy Review Board.

Chairman Guthrie asked for a motion to approve this and recommend it to the whole board for the next agenda.
Pat Leigh made the motion
Pat Libero seconded the motion
All board members were in favor

4111/4211 /4211 Personnel – Certified/Non-Certified
The first Policy 4111 is just to update the policy because it wasn’t in full compliance with the current statutes. It discusses there should be a written plan for minority staff recruitment which we do have in place but there are some updates that we can put towards it. It also talks about the district's responsibility in Title 1 Schools to notify the parents at the beginning of the year that they have a right to ask if their classroom teachers are certified or not. The second part of talks about the rehiring of retired teachers. There are some restrictions on hiring retired teachers such as how long they can work and we have been abiding by that policy. Part C deals with applications where an applicant has to disclose if they have any personal or business relationship with the superintendent and/or any board members. This was optional and Neil felt it shows more transparency to add it in so we decided to add a little section on the application. A discussion took place regarding this but it was decided to add it in.

Chairman Guthrie asked for a motion to approve this and recommend it to the whole board for the next agenda.
Pat Leigh made the motion
Pat Libero seconded the motion
All board members were in favor

4112.6 Personnel Records
This restates what is allowable under FOI for information to release in personnel records and the storage of records. What really stands out is that any kind of disciplinary action is FOIable and that is really what was put into the language.

Chairman Guthrie asked for a motion to approve this and recommend it to the whole board for the next agenda.
Pat Leigh made the motion
Pat Libero seconded the motion
All board members were in favor

4112.5 Security Check/Fingerprinting
The State Police requested part of the policy in 4112.5 needed to be separated out and put into its own policy and that is where 4112.52 comes from. We already had this on record but it was just breaking it down further and calling it Criminal History Record Information.

Chairman Guthrie asked for a motion to approve this and recommend it to the whole board for the next agenda.
Patrick Leigh made the motion
Pat Libero seconded the motion
All board members were in favor

Chairman Guthrie asked if there were any questions. Bob thanked Jolene, Jim and Joe. Bob said he and Neil were talking after the last meeting and Tammy tried to comb through this along with CABE to see if there was anything we missed with the October statute change with the State Police. Superintendent Cavallaro said Tammy did a really good job and was working on it today. She puts a lot of this stuff together. Once the board passes it she will work with CABE and we have the online policy and they will update the policies.

Chairman Guthrie asked for a motion to adjourn.
Pat Libero made the motion to adjourn
Patrick Leigh seconded the motion
All board members were in favor
The meeting adjourned at 7:35 PM

Respectfully submitted,

Marylou Amendola
Board Secretary