

WINDHAM BOARD OF EDUCATION  
WILLIMANTIC, CONNECTICUT  
BOARD OF EDUCATION MEETING MINUTES  
February 8, 2017

BOARD PRESENT: Vice-chair Dr. Sewall, Mr. Kalajian, Mrs. Lambert, Mr. French, Mrs. Lessard, Mr. Montalvo

BOARD ABSENT: Chair Mrs. Osuba, Secretary Dr. Gomez, Mr. Flores-Alvarez

ADMINISTRATION

PRESENT: Superintendent Patricia Garcia, Assistant Superintendents Tracy Youngberg and William Chaffin; Directors: Ms. Beghetto, Mr. Pabón, Mr. Johnson

STUDENT

REPRESENTATIVES: None

OTHERS PRESENT: General public, staff, administrators, news media

CALL TO ORDER

Vice Chair Dr. Sewall called the February 8, 2017 Board of Education meeting to order at 7:11pm in the Windham High School Library Media Center.

PLEDGE OF ALLIEGIANCE

Mr. Kallajian led the Board and the Public in reciting the Pledge of Allegiance.

BOARD OF EDUCATION MINUTES

January 11, 2017 Board of Education Meeting Minutes (Ref.1)

January 25, 2017 Board of Education Meeting Minutes (Ref. 1A)

**The January 11, 2017 and January 25, 2017 Board of Education meeting minutes were approved as submitted.**

Presentation – Higher Edge Program

Mr. Soto and Mr. Bonafe represented the organization, Higher Edge, and offered a presentation explaining the program as it exists in New London and the plans to implement it in the Windham Public Schools. The goal is to have mentor promising students as they apply, enter and attend college. After starting a pilot program in New London, the program has opened a new office in Willimantic on the campus of Eastern Connecticut State University. There are two parts to the program: the college access program and the success program. Students are targeted at the end of the Junior year. There are 38 students that have enrolled in colleges and

there are 138 students enrolled in the program. The staff will work in conjunction with the high school staff to identify students who qualify to participate. Dr. Sewall thanked them for the presentation.

### PUBLIC COMMENT

John DeVivo of 53 Oak Hill Drive spoke regarding the Board of Education budget. He encouraged the Board to incorporate a margin in the budget that is presented to the town to facilitate acceptance. He acknowledged the need for an increase in the budget but also recognized the difficult financial situation in Connecticut. He commented that he was not aware that the school system's budget was so dependent on grant funding.

### SUPERINTENDENT'S REPORT

#### Recognitions

Grammy Foundation Community Award Program

The Grammy Foundation is planning to make a donation to the Windham High School's music program as part of their Community Award program. The Hot Topic Foundation provided the funding for this award. Dr. Garcia congratulates the students and staff on this accomplishment.

Windham Center Nature Trail

The Savings Institute presented Windham Center PTO with a donation to assist in completing the school's nature trail. Dr. Garcia commended Mr. Hayes, fifth grade teacher, who will lead the excavation of the trail.

High School ECE Biology Award

Windham was one of the six schools to be fully funded for their application for the UCONN Small Grants for the Classroom and Program development for ECE courses throughout the state. The grant will provide for a digital spectrophotometer and the necessary test tube currettes. Dr. Garcia congratulated Ms. Janet Carey-Lyon and her class on this great achievement.

#### District Calendar

Dr. Garcia thanked the District Calendar Committee (Linda Handfield, Emmanuel Perez-DeAyala, Kim Begin, Joanne Guerraz, Jason Foster, Elizabeth Bumgardner, Alan Cox, Alan Moger, Tim Maclure and William Chaffin) for their hard work in establishing the 2017-2018 school calendar. She indicated that this was formulated along the guidelines of the regional calendar. She also noted that it will include one additional full professional development day and four additional half-day professional development sessions.

#### Windham ECO Program

Dr. Garcia gave some highlights of the ECO program. She announced that the first students have begun to take courses at QVCC. Parent night has been set for March 1 from 5:30-6:30pm. Dinner will be served and the industry partners will be in attendance. Dr. Garcia invited all to attend. Mrs. Lambert inquired as to whether the applications have gone out for next year's ECO Program. Dr. Garcia indicated that they were being distributed.

### Windham Middle School – Commissioner’s Network

The Superintendent and the administration from Windham Middle School have presented a request to the State to continue funding of the school in the Commissioner Network program. Next year the Middle School will introduce longer period of science and social students for the 6<sup>th</sup> grade to prepare them for the NGSS Science Standard Test.

### Professional Development – March 10

There will be a professional development day on March 10 for both certified and non-certified staff. The day entitled, *Every Student, Every Day, in Every Classroom: The Power of Instructional Coherence and Alignment*, will begin in the auditorium at Windham High School at 8am. There will be a wide-range of offerings including sessions for the support staff. Dr. Garcia invited all board members to attend the opening session.

### Companeros and Charles H. Barrows STEM Academy Lotteries

Both lottery deadlines were extended due to inclement weather and are now closed. There are 125 applications for the Companeros program and 512 applications for the Charles H. Barrows STEM Academy. Mrs. Lambert requested the breakdown by grade of the applications and available spots.

### Budget Update

There have been several changes to the budget schedule. Members of the Board of Education should expect to receive their budget book at their home on February 24 there will be a discussion of the budget materials at the Board retreat on February 27. The presentation of the Superintendent’s budget to the Board will still be presented on March 1, with a date for adoption of March 8.

### MUNIS Update

Work continues on the MUNIS implementation for Human Resources and Finance. Due to some infrastructure issues, the date to go live has been moved from March 1 to April 1, 2017.

### Winter Newsletter

The Winter edition of the staff newsletter has been distributed and members of the Board of Education received copies in their board packets.

## **COMMITTEE REPORTS**

### FINANCE AND AUDIT COMMITTEE

Dr. Sewall advised that the committee has not met but that a budget workshop was held prior to the Board meeting. As the budget stands now, including cost drivers and contractual obligations, the increase would 4.5%. The Superintendent and staff are working on ways to reduce the budget. Mr. French suggested that three budgets be prepared, one flat, one with all drivers and obligations and a final one with some adjustment to lower the percentage.

### SCHOOL PLANNING AND DESIGN COMMITTEE

Mr. Kalajian reported that the committee has not met but that the ad hoc committee working on the Windham High School study has met and begun their work. He updated the Board on the wells at Windham Center and North Windham Schools. He advised they are functioning but that the committee has not signed off on the project yet. He commended the committee working on the microgrid project and the coordination of the co-generation project.

### POLICY COMMITTEE

In Mr. Flores-Alvarez' absence, Dr. Garcia reported that the Policy Committee has not met.

### EXECUTIVE COMMITTEE

Dr. Garcia said the committee has not met.

### ACTION ITEMS

#### Policy Revisions (Ref. 2)

**Motion by Mr. Kalajian, seconded by Mrs. Lessard that the board approve the revisions to Board Attendance and Truancy Policy #5112.4 presented for first reading on January 11, 2017.**

**Motion is unanimously approved**

#### Personnel Recommendations (Ref. 3)

**Motion by Mr. Montalvo, seconded by Mr. Kalajian that the Board of Education approve the appointments and accept the resignations and terminations as recommended:**

### APPOINTMENTS

- Rosarius Leonardi , to the position of K-5 Special Education Teacher at Natchaug School effective December 12, 2016, salary PhD step 15, \$87,272. Replacement.
- Kelly Zimmerman , to the position of Kindergarten Teacher at Windham Center School effective December 14, 2016, salary MA step 3, \$44,412. Replacement.
- Donalynn Bogue, to the position of Grade 6 ESOL Teacher at Windham Middle School effective January 3, 2017, salary MA step 3, \$44,412. Replacement.
- Nora Bartnicki, to the position of Grade 5 Teacher at North Windham School effective January 3, 2017, salary MA step 3, \$44,412. Replacement.
- Stefanie Donahue, to the position of Math Interventionist at Sweeney School effective January 17, 2017, salary MA step 13, \$68,023. Replacement.
- Anthony Cane, to the position of Grade 6 Math Teacher at Charles H. Barrows STEM Academy effective January 25, 2017, salary BA step 4, \$43,197. Replacement.
- Larry Ouellette, to the position of Crossing Guard at Windham Middle School effective January 11, 2017, salary \$14.41 per hour. Replacement.
- Marlaine Martin, to the position of AP/AR Bookkeeper in the Business Office effective January 3, 2017, salary \$21.74 per hour. Replacement.

- Rosalyn Wormack, to the position of Administrative Assistant at Windham High School effective January 17, 2017, salary \$20.16 per hour. Replacement.
- Elena Caraballo, to the position of Special Education Paraprofessional at Charles H. Barrows STEM Academy effective January 12, 2017, salary \$12.40 per hour. New Position.
- Lisa Baruzzi, to the position of Special Education Paraprofessional at Charles H. Barrows STEM Academy effective January 3, 2017, salary \$12.77 per hour. New Position.
- Christina Haynes, to the position of Special Education Paraprofessional at Sweeney School effective December 22, 2016, salary \$12.40 per hour. New Position.
- Alberto DeJesus, to the position of Special Education Paraprofessional at Charles H. Barrows STEM Academy effective December 23, 2016, salary \$12.40 per hour. New Position.
- Adam Gould, to the position of AIS Technician at Central Office effective December 20, 2017, salary \$20.49 per hour. Replacement.
- Margaret Chatey, to the position of Public Information Officer at Central Office, anticipated effective date of February 13, 2017, salary \$78,000. Replacement.

#### RESIGNATIONS

- Michael Cho, Music Teacher at Windham Middle School effective January 27, 2017.
- Susan Gamache, Paraprofessional at Charles H. Barrows STEM Academy effective June 30, 2017 for the purpose of retirement.
- Catalina Graciani, Paraprofessional at WECC Prospect Street effective June 30, 2017 for the purpose of retirement.
- Sandra Tedford, Administrative Assistant at Windham Center School effective July 5, 2017 for the purpose of retirement.

#### TERMINATIONS

- Corina Dobson, General Cafeteria Worker at Windham Center School effective January 3, 2017.
- Jamie Fitzgerald, Tutor at Windham High School effective January 20, 2017.
- Kimberly Latimer, Math Teacher at Windham Middle School effective January 23, 2017.

**For: Vice-chair Dr. Sewall, Mr. Kalajian, Mr. French, Mrs. Lessard, Mr. Montalvo**

**Against: Mrs. Lambert**

**Motion is approved.**

#### PUBLIC COMMENT

There was no further public comment.

**Executive Session**

There was no Executive Session

**ADJOURNMENT**

**Motion by Mr. Montalvo, seconded by Mr. Kalajian, that the Board adjourn its meeting at 7:55 PM.**

**Motion is unanimously approved.**

Respectfully submitted,

Dr. Murphy Sewall, Vice Chair