

Board of Education

October 11, 2016

Chairperson Granato requested Board Members to turn off cell phones.

This meeting was videotaped and can be seen on the  
Wethersfield Board of Education website.

The Wethersfield Board of Education met in regular session on Tuesday, October 11, 2016, at 7:00 p.m. in the Town Council Chambers, Town Hall, 505 Silas Deane Highway. The following Board members were present: Mr. Cascio, Mrs. Fitzpatrick Mr. Hill, Ms. Moon, Mrs. Paradise, Mrs. Vasel, Vice Chairperson Morris and Chairperson Granato. Also present were: Superintendent of Schools, Michael Emmett; Assistant Superintendent of Schools for Curriculum and Instruction, Sally Dastoli; Business Manager, Matthew Kozaka; Director of Special Education, John Karzar; Wethersfield High School Assistant Principal, Dr. Diana DeVivo; and Wethersfield High School Student Representative, Jack Breton.

**1. Pledge of Allegiance**

Jenna and James Laufer led the Board and public in reciting the Pledge of Allegiance.

**2. Student/Staff Recognition/Presentations**

Dr. DeVivo recognized and presented a Letter of Commendation to WHS Class of 2017 student, Lindsey Gordon, who has been named a Commended Student in the 2016 National Merit Scholarship Program. Over 1.6 million students took the 2015 preliminary SAT National Merit Scholarship Qualifying Test, and Ms. Lindsey Gordon was one (1) of the top thirty four (34,000) thousand highest scorers. Board Comments: Mrs. Granato commented.

**3. Approval of Minutes of Previous Meetings**

**a. September 27, 2016 Regular Board of Education Meeting**

Mrs. Fitzpatrick made a correction to Page 2, Section 3.a. Line 2. The name “Mrs. Fitzpatrick” is to be added, as she was present for Executive Session.

[This correction will involve changes to the September 11, 2016 Regular Board of Education Meeting Minutes.

The following language will be added to the September 11, 2016 Regular Board of Education Meeting Minutes on Page 6, Section 12a. Executive Session and after the word “Others:”

“NOTE: Mrs. Fitzpatrick exited Executive Session prior to its conclusion.”

In addition, the following language will be added after “SECONDED by Ms. Moon”:

“and VOTED 8-0, as Mrs. Fitzpatrick was not present for the vote.”]

Mr. Hill MOVED to approve the minutes of the Regular Board of Education Meeting of September 27, 2016, as corrected. The motion was SECONDED by Mrs. Paradise and VOTED unanimously.

#### **4. Public Comment**

There were no comments made by the Public during this portion of the meeting.

#### **5. Communications**

Mr. Emmett reported that WHS Renovation continues moving forward toward substantial completion. Asphalt was installed in the top portion of the parking lot. Striping and curbing will follow. The duct work in the pool area has been completed, and all materials from the contractors are out of that area. Both Department of Health inspection and Fire Alarm system testing are to occur, and Mr. Bushey is putting together a plan for the cleaning and filling of the pool. Mr. Emmett encouraged the public to refer to the WPS website ([http://www.wethersfield.k12.ct.us/cf\\_news/view.cfm?newsid=707](http://www.wethersfield.k12.ct.us/cf_news/view.cfm?newsid=707)) to view a photo slideshow revealing the progress of the construction project. Photos include the lighting in the pool area. Contractors have also replaced damaged sections of sidewalk and curbing that were previously installed.

Mr. Emmett also reported that Ms. Maresa Harvey will serve as Acting Principal of Highcrest Elementary School. She began the position today. Mrs. Harvey served at Highcrest School as Principal for eleven (11) years.

Mr. Emmett noted that the camera systems installed this past summer are beginning to become active. Highcrest, Emerson-Williams and Webb Schools are now active. Camera systems at Charles Wright, Hanmer and SDMS are expected to become active by the end of this week. He thanked Mr. Bushey, Mr. Even and the IT Team for their work on this safety and security endeavor.

## **6. Action Items**

### **a. Recommended Motion: Approval of Contribution to Wethersfield Safe Graduation Party**

Mrs. Vasel MOVED that the Wethersfield Board of Education contribute One Thousand (\$1,000.00) Dollars to the 2017 Wethersfield High School Safe Graduation Party. The motion was SECONDED by Mr. Cascio and VOTED unanimously.

### **b. Recommended Motion: Approval of Cancellation of Regular Board of Education Meeting for November 8, 2016**

Mr. Hill MOVED that the Wethersfield Board of Education cancel the regularly scheduled November 8, 2016 Board meeting, as it falls on the day for the Presidential Election. The motion was SECONDED by Mrs. Paradise and VOTED unanimously.

## **7. Reports/Discussion Items**

### **a. Annual Class Size Report as of October 1, 2016**

Mr. Emmett provided a report. Board Comments: Mrs. Paradise, Ms. Moon, Mrs. Granato, Mr. Hill and Mr. Cascio commented.

### **b. Announcements/Information**

Chairperson Granato reviewed the items in Board Members' packets and reminded Committee Chairpersons/Board members to review scheduled meeting dates and times with their calendars. She advised Board members to verify their attendance at Committee Meetings with the Committee's Chairpersons, the Administrative Chairperson, and Mr. Emmett.

## **8. Board of Education**

### **a. Meetings Held**

Policy and Planning Committee: Ms. Moon reported there was a review of the 5000 Series and changes were made in accordance with statutory requirements. The Committee will continue this review and attempt to begin the review of the 4000 Series at its next meeting. Finance and Information Management Committee: Ms. Moon reported there was a review of the Budget as of October 7, 2016. The Board is over budget due to underestimating the electricity cost, changes in paraprofessional staffing and student outplacement costs. The forensic audit report was also reviewed. A report from Blum Shapiro regarding the Town's audit (which includes Board finances) is expected to be received by the end of November (and no issues with the Board have been found to date). There was also a

discussion pertaining to a letter from the State regarding Minimum Budget Requirements (MBR) and the change in the ECS Grant. This letter was included in the recent Board Member's packets. The Town is now reviewing the matter, as it impacts the Board budget. The Town has until January 1, 2017 to address the matter. School Projects Building Committee: Mr. Emmett reported Mr. Bushy and WHS Principal, Mr. Moore, will be attending a Committee meeting this evening. The agenda for that meeting includes a review of change orders pertaining to the renovation project and the screening of the HVAC units on the roof of WHS. Mr. Emmett will provide the Board an update at the next Board meeting.

#### **b. Meetings Scheduled**

Chairperson Granato announced the following meetings are scheduled: Special Board of Education Meeting; Special Board of Education Meeting – Retreat; CREC Council; Policy and Planning Committee, Student Programs and Services Committee; Wethersfield Early Childhood Collaborative and School Projects Building Committee.

#### **9. Unfinished Business**

Mrs. Paradise confirmed the Board Member's calendar will indicate there is a Food Service Meeting next week.

Mrs. Granato commented on the Marcum firm's audit pertaining Board of Education payroll records for the last five (5) years. She received the firm's final report on October 7, 2016, and it has been shared with the Finance Committee and the full Board. Marcum has not found any information in the audit that identifies "suspicious, fraudulent or inappropriate activity concerning the payroll records of the Board of Education." "Additional monitoring to continue internally on an ongoing basis" is recommended by Marcum. Mrs. Granato noted that this Board chose to undertake the audit endeavor to ensure no additional irregularities existed over the past five (5) fiscal years. She stated this Board will continue to be focused on tight controls and fiscal transparencies and that a further discussion of this report is anticipated at the next Board meeting.

#### **10. Public Comments**

There were no comments made by the Public during this portion of the meeting.

## **11. Board Comments**

Mr. Cascio commented favorably of his recent experience with participation in the CABA election of officers. He inquired and Mrs. Granato indicated the final cost of the forensic audit is forthcoming.

Mr. Hill commented favorably of and encouraged the Town and Board to celebrate the accomplishment of WHS Class of 2017 student, Lindsey Gordon. She is a named Commended Student in the 2016 National Merit Scholarship Program.

Mrs. Fitzpatrick commented that additional staff is needed for oversight and management of the Capstone Project course at WHS.

Ms. Moon commented favorably of District Administration as well as the staff of Highcrest School.

Mr. Breton spoke of the upcoming walk-a-thon fundraiser sponsored by Wethersfield National Honor Society to benefit *Mercy House*. The event will occur at the WHS Track on Sunday, October 23, 2016.

Mr. Morris MOVED to adjourn the meeting at 7:37 p.m. The motion was SECONDED by Ms. Moon and VOTED unanimously.

Respectfully submitted,

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John Morris, Vice-Chairperson – Secretary

Minutes Recorded by Ellen Goslicki, Recording Secretary