



Columbia Board of Education Regular Meeting Minutes September 4, 2012

7:30 P.M.

Horace W. Porter School Cafeteria

Board Members Present: Kerry Hoffman (left the meeting at 9:35 p.m.), Lisa Napolitano, Lauren Perrotti-Verboven-Chairman, John Schroder, James Thorn, Kathy Tolsdorf

Board Members Absent: Sondra Montesi

Administration Present: Francine Coss-Superintendent, Alyssa Gwinnell-Acting Principal

Citizens Present: Amy Cardone

I. Call to Order

Lauren Perrotti-Verboven called the September 4, 2012, regular meeting to order at 7:44 p.m.

Changes to the agenda:

J. Thorn **MOVED** and J. Schroder **SECONDED** to permanently move agenda topic number VII: Financial Review, to the item just before V. Action Items on each Board of Education Regular agenda.

MOTION CARRIES: 6-0

Mrs. Coss handed out copies of:

- 2011/2012 ED001 report
- updated Approval of Co-Curricular Appointments document
- 2012/2013 staff listing.

II. Pledge of Allegiance

III. Comments from the Audience (Bylaws of the Board #9300)

Time allotted for public participation is thirty (30) minutes; time allotted for an individual speaker is three (3) minutes.

On behalf of the Horace Porter staff, **Alyssa Gwinnell** thanked the Board of Education for the delicious back-to-school staff luncheon. **Amy Cardone** said she is trying to become a more active and involved parent. The Board welcomed Ms. Cardone and thanked her for becoming more involved.

IV. Action Items (Consent)

A consent agenda is presented by the Chairman at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the assembly.

- Approval of August 20, 2012, Regular Board of Education Meeting Minutes
- Acceptance of Jean Trask, Principal, Resignation
- Approval of Alyssa Gwinnell, Acting Principal
- Acceptance of Kathleen Mattessich, Paraprofessional, Resignation
- Approval of Kathleen Mattessich, Kindergarten Teacher
- Approval of Transfer of Funds for Fiscal Year 2011/2012
- Approval of Payment of Bills

J. Schroder **MOVED** and K. Hoffman **SECONDED** to add Approval of Co-curricular Appointments to the listed Action Items listed above:

- Approval of Co-Curricular Appointments

MOTION CARRIES: 6-0

J. Thorn **MOVED** and J. Schroder **SECONDED** to add Amend July 9, 2012, Regular Board of Education Meeting Minutes

- i) Amend July 9, 2012, Regular Board of Education Meeting Minutes with the following change to item VII. Financial Review - Chairperson Perrotti-Verboven's comment:

Chairperson Perrotti-Verboven explained the Board of Education reviewed, in detail, the Financial Review items listed above at the 6:30 p.m., July 9, 2012, Budget Subcommittee Meeting where Fiscal Manager, Bev Ciurylo, was in attendance. *It is estimated at this time, that* the Board of Education will be returning the projected amount of \$24,374.08 to the Town to help with the general fund balance and bond rating. *Transfer of Funds for Fiscal Year 2012 will be approved at the September 4, 2012, Board of Education meeting and a final number will be available at that time.*

MOTION CARRIES: 6-0

L. Perrotti-Verboven **MOVED** and J. Thorn **SECONDED** to take favor in action of:

- a) **Approval of August 20, 2012, Regular Board of Education Meeting Minutes**
- b) **Acceptance of Jean Trask, Principal, Resignation**
- c) **Approval of Alyssa Gwinnell, Acting Principal**
- d) **Acceptance of Kathleen Mattessich, Paraprofessional, Resignation**
- e) **Approval of Kathleen Mattessich, Kindergarten Teacher**
- f) **Approval of Transfer of Funds for Fiscal Year 2011/2012**
- g) **Approval of Payment of Bills**
- h) **Approval of Co-Curricular Appointments**
- i) **Amend July 9, 2012, Regular Board of Education Meeting Minutes**

MOTION CARRIES: 6-0

(J. Schroder abstained from approval of August 20, 2012 Regular Board of Education Meeting Minutes)

V. Correspondence/Communications

- **CABE President Lydia Tedone and Executive Director Robert Rader to Board Chair Lauren Perrotti-Verboven** – Mrs. Perrotti-Verboven invited Board members to review the many periodicals sent to her from CABE.
- **Superintendent Coss to Dr. Erardi, Bolton Interim Superintendent – 08/28/2012**
- **PTO Notice from Leslie Poulos, President, to Porter Parents – FAQ's about the H.W. Porter PTO** Board of Education members thanked the Horace W. Porter PTO for their time in planning student activities and fundraisers and the mini grants awarded to teachers. The Porter PTO is doing an awesome job and the Board of Education fully supports them.
- **Horace W. Porter School Meet and Greet, August 28, 2012**
Mrs. Perrotti-Verboven said this was the best Meet and Greet she has attended to date. Kudos to Mrs. Gwinnell who ran the well organized event solo. The Acting Principal directed parents and handed out copies of the schedule and school calendar. The PTO enthusiastically greeted families. Mr. Urban handed out healthy food samples which were a big hit with parents and children. Parents noticed the improvements made to the facility over the summer. They seemed appreciative to have the Meet and Greet at the start of the school year rather than a few weeks into the school year. It was very well done!

VI. Presentations

a) District/School 2012 Connecticut Mastery Test Performance Report – Mrs. Alyssa Gwinnell, Acting Principal

Mrs. Gwinnell reviewed Mathematics, Reading and Writing data and grade level information.

Mathematics:

Grade	Below Basic	Basic	Proficient	Goal	Advanced	% At/Above Proficiency (AYP Goal)	% At/Above Goal (State Goal)
3	1.9	0	19.2	50	28.8	98.1	78.8
4	3.4	0	13.8	43.1	39.7	96.6	82.8
5	1.8	0	18.2	52.7	27.3	98.2	80
6	0	1.5	11.8	38.2	48.5	98.5	86.8
7	1.6	6.6	14.8	36.1	41	91.8	77
8	3.6	3.6	16.1	48.2	28.6	92.9	76.8

State Comparison in Math:

	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8
<i>State:</i>	66.8	68.2	71.8	69.5	68.3	67.4
<i>Columbia:</i>	78.8	82.8	80.0	86.8	77	76.8

Reading:

Grade	Below Basic	Basic	Proficient	Goal	Advanced	% At/Above Proficiency (AYP Goal)	% At/Above Goal (State Goal)
3	13.5	13.5	15.4	42.3	15.4	73.1	57.7
4	8.8	3.5	8.8	52.6	26.3	87.7	78.9
5	3.7	5.6	22.2	48.1	20.4	90.7	68.5
6	2.9	4.3	4.3	58	30.4	92.8	88.4
7	4.9	3.3	4.9	50.8	36.1	91.8	86.9
8	10.5	0	7	54.4	28.1	89.5	82.5

State Comparison in Reading:

	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8
<i>State:</i>	59.2	64.1	67.7	74.2	79.9	76.8
<i>Columbia:</i>	57.7	78.9	68.5	88.4	86.9	82.5

Writing:

Grade	Below Basic	Basic	Proficient	Goal	Advanced	% At/Above Proficiency (AYP Goal)	% At/Above Goal (State Goal)
3	3.8	5.8	9.6	46.2	34.6	90.4	80.8
4	3.5	1.8	10.5	42.1	42.1	94.7	84.2
5	5.4	8.9	17.9	39.3	28.6	85.7	67.9
6	0	4.3	17.4	40.6	37.7	95.7	78.3
7	0	3.3	14.8	49.2	32.8	96.7	82
8	8.5	5.1	8.5	44.1	33.9	86.4	78

State Comparison in Writing:

	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8
<i>State:</i>	62.7	65.3	68.1	67.5	65.6	68.4
<i>Columbia:</i>	80.8	84.2	67.9	78.3	82	78

- b) **Connecticut State Department of Education Teacher Evaluation Pilot and Connecticut State Department of Education Administrator Evaluation Pilot – Mrs. Francine Coss, Superintendent**
Mrs. Coss reported that Columbia is proud and pleased to have a voice and understanding of the new Teacher Evaluation pilot program. A weighted formula has been added to the Pilot Evaluation Plan; 45% based on student growth, 40% on observation, 10% on feedback from peers, parents, students and 5% of the total district evaluation. While it is important to have a balance and protect teachers, they must also be held accountable. Moving forward, this will also apply to administrators.

VII. Financial Review

- 2011-2012 Payment of Bills
- 2011-2012 Actual & Budgeted Expenses & Encumbrances
- 2011-2012 Budget Projections as of August 29, 2012
- 2011-2012 Year-End Transfers as of August 29, 2012
- 2012-2013 Payment of Bills
- 2012-2013 Actual and Budgeted Expenses and Encumbrances
- 2012-2013 Budget Projections as of August 30, 2012

The Board of Education reviewed the Financial Review items at the 7:00 p.m. Budget Subcommittee meeting.

VIII. Reports

- **Board of Education Chairperson**
 - New Date! September 19, 2012 Board Chair Roundtable
- **Board of Education Subcommittees**
 - **Future Meeting Dates:**
 - October 1, 2012:
 - New Staff Reception, 6:00 p.m. Horace W. Porter School, Conference Room
 - Policy Subcommittee Meeting, 6:30 p.m. Horace W. Porter School, Conference Room
 - Budget Subcommittee Meeting, 7:00 p.m. Horace W. Porter School, Conference Room
 - Regular Meeting, 7:30 p.m., Horace W. Porter School Library Media Center
 - November 5, 2012:
 - Policy Subcommittee Meeting, 6:30 p.m. Horace W. Porter School, Conference Room
 - Budget Subcommittee Meeting, 7:00 p.m. Horace W. Porter School, Conference Room
 - Regular Meeting, 7:30 p.m., Horace W. Porter School Library Media Center
- Superintendent's Report
 - CIRMA – 3 Year Worker Compensation Budget Stabilization Program
CIRMA has issued the district's CIRMA Worker Compensation insurance policy based on estimated 2011/2012 payroll information and now requests actual payroll information for auditing purposes.
 - Local Educational Agency Monitoring Protocol Desk Review Questionnaire
Superintendent Coss reported this is the final report for 2011/2012 EdJobs funds which are now expired.
 - Grade 8 Fundraisers
Mrs. Coss informed the Board that she has approved the Grade 8 fundraisers as presented by Ms. Guzman with the exception of any food fundraisers. Board members agreed that the food fundraisers may also be approved but they request healthy food alternatives as additional options when fundraisers involve food.

IX. Future Regular and Subcommittee Agenda Items (Tentative)

Board of Education Self Evaluation

X. Columbia Board of Education Member Remarks

Mrs. Hoffman said Mrs. Coss has done an excellent job of communicating with high school parents. **Mr. Thorn** has had positive feedback regarding the new bus company and routes. **Mrs. Perrotti-Verboven** has noticed the bus drivers' careful driving. **Mrs. Napolitano** would like inform citizens of the September 29th "Discover the Making of America" program being held at Yeoman's Hall from 8:30 a.m. until 4:30 p.m. This exciting historical learning experience is being offered to families; \$25 per person, \$35 for a family of up to 4, \$20 for seniors.

XI. Executive Session for the Purpose of Superintendent Contract Extension through June 30, 2015 Negotiations

J. Thorn **MOVED** and J. Schroder **SECONDED** to enter into Executive Session at 9:50 p.m.
MOTION CARRIES: 5-0
(K. Hoffman left the meeting at 9:35 p.m.)

L. Napolitano **MOVED** and K. Tolsdorf **SECONDED** to adjourn Executive Session at 10:18 p.m.
MOTION CARRIES: 5-0

XI. Action Items

a) Approval of Evaluation of Superintendent as Updated

L. Perrotti-Verboven **MOVED** and J. Schroder **SECONDED** to approve the evaluation of the Superintendent as updated.

MOTION CARRIES: 4-0-1

L. Napolitano, L. Perrotti-Verboven, J. Schroder, J. Thorn **VOTED FOR THE MOTION**
K. Tolsdorf **ABSTAINED**

(b) Approval of Superintendent Contract Extension through June 30, 2015

L. Perrotti-Verboven **MOVED** and J. Schroder **SECONDED** to unanimously support the approval of the Superintendent Contract Extension through June 30, 2015, with details to be finalized and action taken at the October 1, 2012, regular Board of Education meeting.

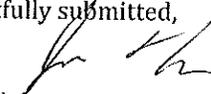
MOTION CARRIES: 5-0

XII. Adjournment

J. Thorn **MOVED** and K. Tolsdorf **SECONDED** to adjourn the September 4, 2012, regular meeting at 10:20 p.m.

MOTION CARRIES: 5-0

Respectfully submitted,


James Thorn
Columbia Board of Education Vice Chairman