

Columbia Board of Education
Regular Meeting Minutes
July 5, 2011
7:30 P.M.
Horace W. Porter School Library Media Center

Board Members Present: Vice-Chair Lisa Jurovaty; William Mulcahy; Chairman Lauren Perrotti-Verboven, Chairman (8:00 p.m.); Nelson Petrone; John Schroder; James Thorn; Paula Belekewicz

Administration Present: Francine Coss, Superintendent

Staff Present: Marian Lowry

Citizens Present: Ernest Sharpe, Chair of the Financial Planning & Allocation Commission (FiPAC)

I. Call to Order: Lisa Jurovaty called the July 5, 2011 regular meeting to order at 7:30 p.m.

II. Pledge of Allegiance

III. Celebration of Excellence

A. Jump Rope for Heart: F. Coss reported that the Jump Rope and Hoops for Heart campaign surpassed its goal this year of \$1,500.00 and raised \$2,238.10.

IV. Approval of June 6, 2011 Regular Board of Education Meeting Minutes – Take Action:

J. Thorn **MOVED** to **APPROVE** the June 6, 2011 regular meeting minutes as presented. W. Mulcahy **SECONDED**. **MOTION CARRIED 5:0:1** with P. Belekewicz abstaining.

V. Comments from the Audience (Bylaws of the Board #9300): No comments
Time Allotted for public participation -30 minutes, time allotted for an individual speaker -3 minutes

VI. Correspondence/Communications

A. Mrs. Coss to Karen Johnson – Resignation as Board of Education Meeting Clerk (June 6, 2011): F. Coss reported that efforts to fill the position in-house have been unsuccessful as of today, but the application process will be extended. She said a pay scale for the position will need to be determined.

B. Mrs. Coss to Nancy DiMitruk – State Elevator Inspection Violation (July 1, 2011): The Board was noticed by the State of Connecticut Department of Public Safety, Bureau of Elevators that the school was in violation regarding the storage of non-elevator materials in the motor room. F. Coss reported that there were three unused doors that were removed from the room and will be re-installed at a future date.

VII. Financial Review

A. Payment of Bills: P. Belekewicz asked about the mileage expenses for J. Middleton and inquired how mileage is submitted. F. Coss responded that J. Middleton submits mileage quarterly due to the large number of PPT's she attends.

B. Actual & Budgeted Expenses & Encumbrances: F. Coss reported there is an outstanding tuition bill of approximately \$20,000.00. F. Coss was informed by Finance Director Beverly Ciurylo that the transfers are not ready for this meeting but will be ready for the August meeting. W. Mulcahy asked when the Town is paid and F. Coss responded that the Town would be paid within the month.

E. Sharpe asked, when finalizing the Operating Budget figures for FY 10-11 at the August 15, 2011 meeting, would the Board consider presenting an overview to FiPAC that would indicate how close the BOE is to the \$108,000.00 projection, how much the BOE really had, and some sort of itemization of the actual expenses so FiPAC could gain some understanding.

C. Columbia Grant Status: F. Coss reported that all grants that expired on June 30, 2011 have been depleted and the September grants are nearly depleted.

VIII. Reports

A. Board of Education Chairperson

-June 24, 2011-Bolton High School Graduation: L. Jurovaty attended the graduation ceremony and was impressed with the Superintendent and was given a tour of the facility. She said the event was well covered in the press. Columbia was represented well in the honors ceremony and at the graduation.

B. Board of Education Subcommittees

-Reports-June 13, 2011 Budget/Curriculum/Special Meeting: L. Jurovaty recommended a sub-committee meeting to discuss the presentation before FiPAC. N. Petrone suggested inviting FiPAC members to the September 15, 2011 meeting. F. Coss said she will be prepared with the necessary data. The presentation for FiPAC will be discussed at the sub-committee meeting on the July 18, 2011.

-Future Meeting Dates:

- July 11, 2011 – Policy/Facilities/Curriculum Subcommittee Meetings @ 6:00 p.m. Porter LMC: F. Coss said that discussion of facilities at this meeting would be premature. She suggested and the Board concurred to move discussion of budget negotiations to this meeting.
- July 18, 2011 – Budget Negotiations Subcommittee Meeting @ 6:00 p.m. Porter LMC: The consensus of the Board is to change the focus of this meeting to working on mission and budget. This meeting will be called a Budget & Policy Meeting. F. Coss reported that the AFCME contract has expired and affected employees have been notified.
- August 15, 2011 – Regular Meeting @ 7:30 p.m. Porter LMC

C. Superintendent's Report

1. Horace W. Porter Hot Lunch Reports

- Site Reimbursement Claim Form:

- HWP Hot Lunch Program Year-to-date: F. Coss reported that the lunch program ended the school year in the black and will start the new school year with a small profit. She explained that this was achieved by thorough diligence of the program director, Chris Urban and outstanding fees were also paid up. C. Urban has not accepted a raise for the past three years, but will receive one this year. F. Coss said there is a new vendor for the online credit card payments for the lunch program and will include the ability to pay online for other school programs as well. This site will be managed by the vendor for free for one year. Payments can now be made on-site during lunch time.
- 2. Legislative Update: F. Coss reviewed public acts and house bills of interest to the Board.

Chairman L. Perrotti-Verboven entered the meeting at 8:00 p.m.

IX. Action Items

A. 2011/2012 Co-Curricular and Extra Curricular Openings – Appointment Approvals:

P. Belekewicz **MOVED** to **ACCEPT** the 2011/2012 Co-Curricular and Extra Curricular Openings appointments. N. Petrone **SECONDED**.

Discussion followed. J. Thorn asked if an 8th grade advisor could help the 8th graders transition to high school. F. Coss said the 5, 6, 7, & 8 graders work directly with the guidance counselor to discuss their high options. J. Thorn said that one person has to handle 250 students and that is too much on one person's shoulders.

L. Jurovaty commented that she is disappointed that more staff people don't step up to help with the yearbook. F. Coss said that one person has applied to staff three positions: year book advisor, class advisor, student council advisor.

F. Coss said she and the building administrator have met with everyone staffing the co-curricular and extra curricular positions and have determined that no one is doing a bad job. She is asking for a report at the end of the next school year from the person applying for the three positions. L. Jurovaty is afraid the students will miss out on diversity by having the same people applying every year for these positions. She would like to see more diversity in the leadership roles for the students. P. Belekewicz said the students in the 8th grade class were disappointed they did not get the play they wanted to see on their class trip this year. F. Coss said the system in place did not allow the Board to act quickly on securing tickets.

J. Thorn commented that some of the positions listed are seasonal and some are full year jobs. F. Coss said the openings have to be offered to certified staff first. She said there are the options of leaving the position unfilled or opening the positions to non-certified staff if no certified staff persons apply. L. Perroti-Verboven suggested that the Board should invite the union representatives to a meeting to discuss how these openings could be handled. P. Belekewicz and J. Thorn agreed that bringing in outside people to fill positions could add another dimension and perspective to the positions and be positive for the students.

P. Belekewicz said every staff member should be evaluated and one person should not be singled out for review and evaluation. Discussion followed regarding having the Board change the policy of hiring for co-curricular and extra-curricular positions. F. Coss commented that there are matters that belong to and should be handled by the school and some matters that belong before the board. She does not believe that the matter of hiring for co-curricular and extra-curricular positions should be taken up by the Board and commented that this item is being managed well. L. Jurovaty said the Board is looking at how policy can support the vision for the school.

MOTION CARRIED 7:0:0.

X. Future Agenda Items: J. Schroder read recommendations he is suggesting for the school's website. He suggested the possibility of combining resources with the Town's website. Discussion followed.

XI. Adjournment: P. Belekewicz **MOVED** to **ADJOURN** the July 5, 2011 regular meeting at 8:30 p.m. N. Petrone **SECONDED. MOTION CARRIED 7:0:0.**

Respectfully submitted by Linda H. McDonald, Interim BOE Meeting Clerk