

**REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION
EDUCATION SUBCOMMITTEE
OCTOBER 17, 2006**

A meeting of the Regional School District No. 17 Board of Education was held on October 17, 2006, at Haddam Elementary School. Education Subcommittee Chair Jo Ferjak called the meeting to order at 7:32 p.m.

Members present: Amy Jacques-Purdy, Jo Ferjak, Diane Stock, Nancy Gorski, Robert Baranoff, Richard Cabral, Michael Trahan, Mark Almeida and John O'Leary.

Members absent: Daniel Cronin and Douglas Stevenson (*correction: Douglas Stevenson resigned as of October 17 and should not be listed*).

Also present: Superintendent of Schools Gary S. Mala and Interim Director of Fiscal Operations James Gaskins.

Discussion of Proposed Changes in Grade Reporting K-8

Burr Elementary School Principal Eric Larson appeared before the Board to answer any questions the Board had on the proposed changes to the grades K-8 report cards. He noted that standards-based reporting is a trend around the country.

Ms. Jacques-Purdy noted that she heard from a number of parents who are planning to attend the information sessions. Mr. Mala distributed a schedule of those sessions, which will begin October 24. He will report back to the Board on the questions received at the meetings. He noted that the report cards are presently being formatted by MMS Software Company and they will be sending them back to the district for review. He noted information can be updated or changed at any time.

Action on Healthy Foods in Schools Exemptions

Mr. Gaskins explained that according to the Healthy Food and Beverages in Schools law the Board must vote on specific exemptions in order to be eligible for reimbursement monies. He suggested the exemptions be as broad as possible and referred to the exemptions listed in a memo he had written to Mr. Mala.

The Board discussed the issue at length. Fund raising was also discussed. Mr. Mala noted the Board policy is stronger than the legislation. After considerable discussion, the Board could not reach a decision. Mr. Baranoff **MOVED** and Mr. Almeida **SECONDED** that the Board vote to table action on approving exemptions to the Healthy Food and Beverages in Schools law pending further information. Motion passed unanimously.

Action on Remaining FF&E Bids

Mr. Almeida noted that the Building Committee met October 11 and approved additional contracts for the new middle school. He asked for Board approval as follows:
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Mr. Almeida **MOVED** and Ms. Stock **SECONDED** the Board approve Hall's Power Equipment, category P, maintenance equipment, items 12, 14, 15, 17, 37, 38, 41-44, 48 and 49, for a total of \$25,218. Motion passed unanimously.

Mr. Almeida **MOVED** and Mr. Baranoff **SECONDED** the Board approve Sax Arts & Crafts, category Q, art furniture and equipment, items 4, 9, 15, 18, 34, 36, 60, 62-64, 66 and 67, for a total of \$20,537.53. Motion passed unanimously.

Mr. Almeida **MOVED** and Mr. Baranoff **SECONDED** the Board approve Science Kit LLC, category S, science furniture and equipment, items 5, 19 and 20 for a total of \$4,158.67. Motion passed unanimously.

Mr. Almeida **MOVED** and Mr. Baranoff **SECONDED** the Board approve Industrial Safety & Supply, category P, maintenance equipment, items 36, 40, 45, 50-52, 55, and 56; category Q, art furniture and equipment, item 10; and category X, miscellaneous furniture and equipment, item 9; for a total of \$3,635.80. Motion passed unanimously.

Mr. Almeida **MOVED** and Ms. Gorski **SECONDED** that the Board approve Total Fitness, category U, gym equipment, items 7-17, 63 and 64 for a total of \$60,400. Motion passed unanimously.

Mr. Almeida **MOVED** and Mr. Baranoff **SECONDED** that the Board approve Central Restaurant Products, category K, practical arts equipment, item 2-7 and 9-31; category Y, small wares, items unknown; and a discount of \$1,200; for a total of \$37,192.17. Motion passed unanimously.

Mr. Almeida **MOVED** and Mr. Baranoff **SECONDED** that the Board approve School Health, category N, nurse equipment, items 33, 34, 37-43, 53, 54, 57, 59-61, and 66, and category O, small appliances, items 1 and 4, for a total of \$1,815.25. Motion passed unanimously.

Mr. Almeida **MOVED** and Mr. O'Leary **SECONDED** that the Board approve Cummings & Bricker, category P, maintenance equipment, items 53 and 54, for a total of \$8,876.70. Motion passed unanimously.

Mr. Almeida **MOVED** and Ms. Stock **SECONDED** that the Board approve Midstate Tractor & Equipment Co., category P, maintenance equipment, item 47, for \$16,481.40. Mr. Almeida amended the motion to recommend adding one extra attachment for a heavy load not to exceed \$193, for a total of \$16,674.40. Motion passed unanimously on the amendment. Motion passed unanimously on the original motion.

Mr. Almeida **MOVED** and Ms. Jacques-Purdy **SECONDED** that the Board approve Lesco Inc. of Guilford, CT, category P, maintenance equipment, item 63, for a total of \$3,199. Motion passed unanimously.

Mr. Almeida **MOVED** and Mr. Cabral **SECONDED** that the Board approve Nations Rent, category P, maintenance equipment, items 5-61 for a total of \$20,045. Motion passed unanimously.

Mr. Almeida **MOVED** and Ms. Gorski **SECONDED** that the Board approve Henry S. Wolkins, category Q, art furniture and equipment, items 6, 8, 12-14, 35, and 37-40; category U, gym equipment, item 61; and category X, miscellaneous furniture and equipment, items 1, 5, 6, 8, 11-13, 15, and 45-47; for a total of \$47,329.21. Motion passed unanimously.

Mr. Almeida **MOVED** and Mr. Trahan **SECONDED** that the Board approve Nasco, category K, practical arts equipment, item 1, for \$1,762.20; category Q, art furniture and equipment, items 33, 42, and 61, for \$517.74; category X, miscellaneous furniture and equipment, items 2, 10, 16, 18, 23, 25, and 27-31, for \$5,736.84; for a total of \$8,016.78. Motion passed unanimously.

Mr. Almeida **MOVED** and Ms. Gorski **SECONDED** that the Board approve Schelde, category U, gym equipment, item 0, for a total of \$10,525.20. Motion passed unanimously.

Mr. Almeida **MOVED** and Ms. Gorski **SECONDED** that the Board approve Polar Electro, Inc., category U, gym equipment, items 33-37, for a total of \$17,682.94. Motion passed unanimously.

Mr. Almeida **MOVED** and Ms. Gorski **SECONDED** that the Board approve True Pitch, Inc., category U, gym equipment, item 60, for a total of \$3,960.37. Motion passed unanimously.

Mr. Almeida **MOVED** and Ms. Gorski **SECONDED** that the Board approve RIS Media, category X, miscellaneous furniture and equipment, items 51 and 52, for a total of \$4,753. Motion passed unanimously.

Mr. Almeida **MOVED** and Mr. O'Leary **SECONDED** that the Board approve B & H Photo-Video, Inc., category X, miscellaneous furniture and equipment, items 50 and 53, for a total of \$400. Motion passed unanimously.

Mr. Almeida **MOVED** and Ms. Stock **SECONDED** that the Board approve Geyer Instructional Aids, category X, miscellaneous Furniture and Equipment, items 17, 24, and 26, for a total of \$4,528. Motion passed unanimously.

Mr. Almeida *MOVED* and Mr. Baranoff *SECONDED* the Board approve Scoreboard Enterprises, Inc., category U, gym equipment, item 62, for a total of \$35,155. Motion passed unanimously.

Review of Facility Utilization Plan for HKMS

Director of Facilities Michael Distefano distributed copies of and reviewed two proposed plans for space utilization of the existing middle school once it is empty. The intent is to best utilize the existing space while holding down costs. Only very minor interior renovations consisting of installing a couple of dividing walls in two of the existing classrooms and adding an air conditioning unit to the Central Office wing would need to be made. The majority of the work would be done by the district maintenance staff.

Plan A does not include space for Youth and Family Services or the Park and Recreation Department. Mr. Distefano noted space for adult and child day care rooms and Mr. Mala noted it is the intent to put the child development program back into the high school curriculum at a future time. The adult day care is being suggested as a way of helping staff members and may serve as a staff recruitment tool. He would also like to institute a course at the high school on geriatric care in the future. He noted that having an adult day care program is another way of involving the senior citizen population in the school community. Mr. Distefano also pointed out that the current technology education area would become the district maintenance staff area.

Plan B includes both Youth and Family Services and the Park and Recreation office in the existing middle school. Mr. Almeida noted that Mr. Macunas needs the space presently being used by Youth and Family Services and Park and Recreation at the high school. The first phase of the project will be to move the high school into part of the existing middle school. In addition, the Pupil Services Department will be moved into the office space currently occupied by the middle school office staff. The Central Office staff will move into the building during phase two. Mr. Mala noted that two of the science rooms will remain intact so that they may be used in the future should high school enrollment needs warrant use of the rooms.

Mr. Mala stated that he has spoken with both Youth and Family Services and Mr. Sparks, the Director of the Park and Recreation Department, regarding both organizations moving into the white house which currently serves as the Central Office. Youth and Family Services stated they would welcome the move, but Mr. Sparks would prefer being in the existing middle school and noted his concern about the cost of the utilities and fuel at the current Central Office as well as his department's access to students and their proximity of that office to the student body.

Mr. Almeida stated that the Facilities and Transportation Committee would like to have both Youth and Family Services and Park and Recreation move into the Central Office. The

district would maintain capital improvements on the building but Youth and Family Services and Park and Recreation would share the cost of fuel and utilities. It was noted that as long as it continues to be used as office space, the building does not have to be brought up to ADA regulations.

Mr. Distefano also explained that doors will be installed to separate the Central Office corridor and the high school corridor from the gym and locker room area.

Mr. Mala noted that the time line and the costs associated with the project will be discussed at the next Facilities and Transportation meeting.

Review of Transportation Plans for HKMS and District

Director of Transportation Michael Zanelli distributed information on proposed bus routes once the new middle school opens. He reviewed the existing morning bussing procedures, how the transportation will work from January to June, and again in September 2007 once grades 5-8 are at the new middle school. He noted that in January buses will arrive at the high school and the middle school between 7 and 7:05 a.m. and students will be dropped off. Some buses will stay at their own school and others will have to transfer their students. In September 2007 there will be a three tiered system: grades K-4, 5-8 and 9-12, each with different starting times. He expects routes will be shortened from 45 minutes to 30 minutes. He feels the district can operate the transportation system with four more drivers. Students living in Haddam Neck will have a separate run done by a contracted service, although Mr. Zanelli stated that at some point in the future he would like to be able to cover the Haddam Neck run with district transportation instead of contracting out.

Mr. Baranoff cautioned that changing start times by as little as ten minutes might present problems for working parents and asked Mr. Mala if there are any viable accommodations that could be made. Mr. Mala noted that he is reviewing the issue and suggested that Park and Recreation might be able to help.

Mr. Mala noted that two transportation information sessions have been planned for each school, one during the day and one in the evening, in order to communicate the plan to parents. He also plans to meet with the towns' elected officials to make them aware of the plans. Information will be sent home with students regarding the dates and times for the meetings. Questions and answers from the meetings will be put on the district's web site. Mr. Almeida noted that further discussions will be held at the October 26 Facilities and Transportation Committee meeting.

Library Automation System at HKMS

Mr. Mala distributed information he received regarding the library automation system and stated he is looking for direction from the Board. He noted that the Follett management

software package (Destiny) the Board was looking into for all schools would cost \$69,267. The annual maintenance fee beginning in the second year would be \$17,743. This would allow for the exchange of resources between libraries, including the public libraries, and has a fixed asset management inventory system.

Mr. Mala also noted that a temporary Certificate of Occupancy is about a month away, and a decision on the library automation system needs to be made soon. Mr. Almeida noted that the Building Committee instructed Middle School Principal Mim Wagner to move forward with the book purchase for the middle school. She is purchasing from Follett, and Mr. Almeida wondered how this would affect the library automation system if the Board did not go with Follett.

Ms. Jacques-Purdy questions how the system would be used. She suggested asking the high school department chairs what the need is. Mr. Baranoff suggested the system could be used as a community resource. Mr. Almeida felt in order for the district to prepare students for higher education, the district should have a system similar to what they will have in college. Mr. O’Leary questioned whether the amount of money was worth it. Mr. Trahan noted that the Board needs to determine what the goal is.

At the end of the discussion, no decision was made.

Mr. Mala noted that as a result of the last strategic planning meeting, he will be e-mailing Board members four tasks they need to do and get back to him by October 24.

Adjournment

Mr. Cabral **MOVED** and Ms. Gorski **SECONDED** the meeting adjourn. Motion passed unanimously at 9:25 p.m.

Respectfully submitted,

Ann Lang, Board Clerk

Approval:

Amy Jacques-Purdy, Secretary

Date

Approved as corrected at the November 7, 2006 Board of Education meeting.