

**REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION
EDUCATION SUB-COMMITTEE
NOVEMBER 21, 2006**

An Education Sub-committee meeting of the Regional School District No. 17 Board of Education was held November 21, 2006 at Killingworth Elementary School. Education Sub-committee Chair Jo Ferjak called the meeting to order at 7:05 p.m. The Pledge of Allegiance was recited.

Members present: Jo Ferjak, Diane Stock, Nancy Gorski, Amy Jacques-Purdy, Robert Baranoff, Richard Cabral, Mark Almeida, and John O'Leary. Michael Trahan arrived at 7:13 p.m.

Member absent: Daniel Cronin.

Also present: Superintendent of Schools Gary S. Mala and Director of Fiscal Operations Martha Vaughn.

Approval to Outsource Security for New Building

Director of Facilities Michael Distefano distributed a proposal from Murphy Security to provide 24/7 security services at the new middle school. There would be an individual on site during the workday, off hours and on weekends, both inside and outside of the building, beginning November 27 and continuing until the district takes occupancy of the building. He noted that he had contacted other companies a few years ago and Murphy Security was his choice at that time based on their service. The cost was equivalent to other companies.

Mr. Distefano reported that at their last meeting, the Building Committee approved outsourcing security for the new middle school due to a liability concern once deliveries of the furniture, furnishings, and equipment, and supplies begin. The cost for the service would come out of the building project. He noted that even though the district is not responsible for damages to the building until the district takes occupancy, the Building Committee expressed concern because any damage could slow the project down. Mr. Distefano also noted that the security officers would be bonded. He stated that the company assumes no liability for damages that occur while a security officer is on the property.

Mr. Mala noted his concern about the long-range security of the building because of the distance the building is from the road and noted this will need to be discussed in the not-too-distant future.

(Mr. Trahan arrived)

Ms. Stock **MOVED** and Ms. Jacques-Purdy **SECONDED** that the Board engage Murphy Security Service for 24/7 service at the new middle school to commence November 27 and continue until Region 17 takes occupancy. Mr. Baranoff noted that the clause on the back of the agreement states that Murphy Security Service would accept liability for damages. Mr. Distefano said he had seen that statement and will obtain clarification from the company.

Mr. Baranoff also asked Mr. Distefano to obtain a written statement from Murphy Security Service stating that their employees are bonded.

Mr. Almeida *AMENDED* the motion to state that the Board engage Murphy Security Service for 24/7 service at the new middle school to commence November 27 and continue until Region 17 takes occupancy as presented in the agreement. Ms. Jacques-Purdy *SECONDED* the amendment. Motion passed unanimously.

Approval of Maintenance Vehicle Not to Exceed \$38,000

Mr. Distefano reported that based on his recommendation, the Building Committee approved the purchase of an additional vehicle which will be used to handle the additional plowing and sanding necessary for the new school. The Building Committee agreed to fund this purchase of a one-ton dump truck with a sander and a plow, not to exceed \$38,000. A formal bid is being prepared.

Ms. Jacques-Purdy *MOVED* and Mr. Almeida *SECONDED* that the Board approve the purchase of a maintenance vehicle not to exceed \$38,000. Motion passed unanimously.

Approval of 18 Additional Laptops and Software Licenses

Mr. Mala reported that due to an oversight when the initial order was placed, it is necessary to purchase an additional 18 laptops with accompanying software licenses. Mr. Almeida explained that originally it was thought that the resource room person would utilize other computers on carts, but the Director of Pupil Services noted her concern that certain IEPs require that the computer is in the room.

Ms. Jacques-Purdy *MOVED* and Mr. Almeida *SECONDED* that the Board approve the purchase of an additional 18 laptops and accompanying software licenses. Motion passed unanimously.

Approval for Paychex Outsourcing for the Calendar Year of 1/1/07-12/31/07

Director of Fiscal Operations Martha Vaughn reported that prior to her arrival, three different companies were interviewed relative to outsourcing of the district's payroll. Last week, Paychex was brought in for a second discussion. She noted that Paychex would be able to provide the district with a very efficient and accurate payroll system that would benefit both the employee and the district in terms of internal controls, accuracy, and efficiency. The company assumes all tax liability and provides all software, training, and 24-hour support. The annual cost for 2007 would be \$21,000, which will include the printing of W-2s for next year.

Mr. Mala asked the Board to allow Ms. Vaughn and him to use their judgment relative to deciding which option to use for how the employees keep track of their time. One option is for employees to use swipe cards, which would cost an additional \$6,500. Six time clocks

would be installed in the schools and at the bus garage. The time clocks are leased from Paychex. The second option is a biometric system, which uses employee fingerprint identification. This option would cost an additional \$8,950. Mr. Mala noted that in both cases the employees' hours are kept electronically and are immediately available for review by supervisors. The software is housed on the district's server.

Mr. Baranoff *MOVED* and Mr. Almeida *SECONDED* that the Board approve outsourcing the district's payroll system to Paychex for the calendar year beginning January 1, 2007, at a cost not to exceed \$31,000. Motion passed unanimously.

(Mr. Distefano and Ms. Vaughn left)

Discussion of Board of Education Belief Statements – Strategic Plan

The Board reviewed the belief statements they had written as part of the strategic plan and made some changes.

Mr. Almeida *MOVED* and Ms. Jacques-Purdy *SECONDED* that the Board approve the belief statements as amended. Motion passed unanimously.

Discussion of Follow-Up Review of Drug and Alcohol Policy Implementation

Mr. Mala noted that prior to his arrival, a previous Board had made a significant change to policy 5131, which deals with drug and alcohol use/possession. He asked if the Board would like to review it and make any changes. Mr. Baranoff suggested checking with the district's administrators to see if the present policy is working. Ms. Jacques-Purdy suggested getting some data on the students who have been expelled to see if the Board's sanctions are effective. Ms. Ferjak suggested obtaining a list of services currently available through the district to students K-12.

Mr. Mala noted that there are tremendous mental health issues nationally and public schools are ill equipped to handle them. He noted the importance of providing support to students at the elementary level and intervening before students start making bad decisions. He commended the Board for the types of sanctions they have issued to students who have been expelled, such as students fulfilling a community service requirement, participating in an extra-curricular activity, and receiving counseling.

The Board discussed at great length the dilemma schools are faced with in terms of how much schools should be involved in helping with the parenting role and whether or not schools have any impact if they do go above and beyond what is considered the school's responsibility.

(Ms. Stock left)

Report from CABE/CAPSS Conference

Mr. Cabral reported that the conference was great. He noted the entire consent calendar passed.

Mr. Mala noted that on Saturday three H-K students attended the conference, one of whom is a student representative to the Board. They attended a session specifically designed for student representatives to boards of education. He noted there is confusion in the high school about the role of the student representatives and the need to have their responsibilities outlined. He suggested that Mr. Baranoff speak with them.

Mr. Mala also noted that it was fortunate that he stopped by a booth run by the group that filed suit against the State because the State was not providing equitable funding. Mr. Mala was told that the group has not been able to get information from regional school districts so they are being excluded from any types of recommendations that were going to be made to the government regarding funding. Mr. Mala is gathering financial information from regional school districts in Connecticut so that they can be included.

Executive Session – Legal Matters

Mr. Almeida **MOVED** and Ms. Jacques-Purdy **SECONDED** that the Board enter executive session to discuss legal matters. Motion passed unanimously at 9:07 p.m.

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

Member absent: Diane Stock and Daniel Cronin.

Also present: Superintendent of Schools Gary S. Mala.

Mr. Cabral **MOVED** and Mr. Baranoff **SECONDED** that the Board move out of executive session. Motion passed unanimously at 9:45 p.m.

Adjournment

Mr. Cabral **MOVED** and Mr. Baranoff **SECONDED** that the meeting adjourn. Motion passed unanimously at 9:46 p.m.

Respectfully submitted,

Approval:

Ann Lang, Board Clerk

Amy Jacques-Purdy, Secretary Date

Approved as presented at the December 5, 2006, Board of Education meeting.