

WINDHAM BOARD OF EDUCATION MINUTES  
WILLIMANTIC, CONNECTICUT  
April 14, 2010

BOARD PRESENT: Chair Mr. Folan, Vice-chair Mrs. Rayhall, Mr. Adamo, Dr. Switchenko, Mr. Doyle, Mrs. Haney, Mrs. Collins, Dr. Sewall, Mrs. Lambert

BOARD ABSENT: No one

ADMINISTRATION

PRESENT: Superintendent Ms. Fuller, Assistant Superintendent Ms. Ortiz, Directors Mrs. Banks and Mr. Nelson

STUDENT

REPRESENTATIVE: Hayley Dunnack

OTHERS PRESENT: Food Services Director Mr. Koschmieder, general public

CALL TO ORDER

Chair Mr. Folan called the April 14, 2010, Board of Education meeting to order at 7:05 P.M. in conference room one (room 223), 2<sup>nd</sup> floor, Kramer School.

PLEDGE OF ALLEGIANCE

Dr. Sewall led the Board and the public in reciting the Pledge of Allegiance.

BOARD OF EDUCATION MINUTES

March 24, 2010 Regular Board of Education meeting (Ref. 1)

(193) Motion of Mr. Doyle, seconded by Dr. Switchenko, that the Board of Education approve the March 24, 2010, Regular Board of Education meeting minutes, Reference 1.

On the motion: Aye, 9-0; unanimous

April 6, 2010 Special meeting minutes (Ref. 1A)

(194) Motion of Mr. Adamo, seconded by Mrs. Lambert, that the Board of Education approve the April 6, 2010, Special Board of Education meeting minutes, Reference 1A.

On the motion: Aye: Mr. Folan, Mr. Adamo, Mrs. Haney, Mrs. Lambert, Dr. Sewall

Nay: None

Abstained: Vice-chair Mrs. Rayhall, Mrs. Collins, Mr. Doyle, Dr. Switchenko

The motion passed: 5-0-4

COMMUNICATIONS

Regarding Natchaug School being on the list as possible sites for a senior center, Mr. Doyle said that he would like a communication sent to the Town stating that Natchaug is a school building and it has never been suggested that the building be used for anything else. Board members congratulated Mrs. Rayhall on her election as president of the first taxing district.

STUDENT COUNCIL

Hayley Dunnack reported that plans are being made for the upcoming leadership conference. This year's theme is *citizens in action*. She asked for any suggestions that Board members might have for a keynote speaker for the event.

## CITIZENS/DELEGATIONS

No one spoke.

## SUMMARY ACTION

### Personnel Action (Ref. 2)

(195) Motion of Mrs. Haney, seconded by Mrs. Lambert, that the Board of Education approve Reference 2:  
Appointments

- Rose Smith, General Worker Cafeteria/Windham Middle School effective March 29, 2010. Hourly rate is \$9.82, replaces Jill Phillips who transferred.
- Ivelisse Gonzalez, Head Start Aide/Boston Post Road Preschool effective April 21, 2010. Hourly rate is \$10.84, replaces Teresa Gochros who resigned.

### Leaves of absence

- Gail Montalvo, Spanish Teacher/Windham High School, medical leave of absence effective April 12, 2010 through June 16, 2010.
- Eva Jimenez, Bilingual Teacher/North Windham School, childbearing/rearing leave of absence effective May 3, 2010 through June 16, 2010.
- Olga Morris, Guidance Counselor/Windham Middle School, medical leave of absence effective April 12, 2010 through approximately May 10, 2010.
- Kristen Tracy, Math Teacher/Windham Middle School, medical leave of absence effective March 22, 2010 through approximately April 23, 2010.
- Cheryl Lemire, Custodian/Windham High School, medical leave of absence effective March 18, 2010 through approximately April 30, 2010.
- Heather Michaud, Secretary II/AIS Department, childbearing/rearing leave of absence effective approximately June 30, 2010 through August 11, 2010.
- Kate Rodriguez, Cooperative Teacher/Head Start Program, personal leave of absence for educational purposes effective May 17, 2010 through June 14, 2010.

There was no discussion.

On the motion: Aye, 9-0; unanimous

## ACTION ITEMS

### Summer Food Service Program 2010 (Ref. 3)

(196) Motion of Mrs. Collins, seconded by Mrs. Lambert, that the Board of Education authorizes Superintendent Doreen D. Fuller to sign the Summer Food Service Program Agreement and related claims for reimbursement, and in her absence, Jeffrey I. Nelson, Director Finance and Management, is authorized to sign claims for reimbursement. There was no discussion.

On the motion: Aye, 9-0; unanimous

### Update on Food Services Program

Mr. Koschmieder thanked the Board of Education and administration for appointing him Food Services Director. He provided an overview of what his team and he have accomplished thus far, as well as new concepts that he hopes to implement in the future. His goal is to incorporate as much fresh fruit and vegetables as possible into the menu in place of processed foods. Mr. Koschmieder also spoke about a grant he received from the United States Department of Defense which provides the district with fruits and produce grown in Connecticut and the United States. He explained that he has reviewed the banking policies and has put some safe guards into place. He has also been able to recoup some funds from rebates that had not been used. There was some discussion also about the summer food service program which he is restructuring to increase participation. Mr. Koschmieder also said that he is exploring the possibility of universal feeding for all students and will present this information to the Board once he has all of the facts. He answered questions from Board members and Mr. Folan thanked him for his report to the Board.

## REPORTS AND DISCUSSION ITEMS

### Staff recognition (Ref. 4)

Ms. Fuller was pleased to inform the Board that Ivette Adames, Susan Garcia and Cesiah Lopez were awarded the Parent Education Award for 2010 by ConnPAT at the Early Childhood Conference recently held in Windsor. ConnPAT is the state office of the National Center for Parents as Teachers. The Board and Ms. Fuller congratulated Ms. Adames, Ms. Garcia and Ms. Lopez for receiving this statewide recognition.

### Financial statement – March 2010 (Ref. 5)

Mr. Nelson said that this is the same information that was presented to Board members at the recent Budget and Finance Committee meeting. There was no discussion.

### Announcements/Information (Ref.6)

- April 2010 District Calendar
- Windham Federation of Teachers' *The Spectrum* newsletters

There were no comments.

### Board of Education

#### Subcommittee Reports:

*Magnet School:* Mrs. Collins and Mrs. Haney reported that a number of meetings have taken place. Schematics have been reviewed; the contract for the architect has been signed; the closing on the land will take place soon; the architectural firm has presented options for addressing traffic concerns on Tuckie Road; and the firm that did the traffic study made a presentation to the Town's public safety committee but the committee did not take any action.

*Personnel:* Dr. Switchenko reported that the committee reviewed twenty-two possible staff vacancies for the 2010-2011 school year. Mrs. Banks gave the committee a report on the recent teacher recruitment fair she attended at the University of Connecticut and shared the brochure that she developed for recruiting purposes. Two additional items were reviewed and will be discussed during executive session.

*Facilities/Maintenance:* Ms. Fuller reported that some changes were made to the Capital Improvement Plan; the summer work list has been developed pending available funds; keyed light switches are being installed at the middle school; cameras will be installed inside the middle school and exterior cameras at the middle school will be repaired or replaced.

*Policy/Planning:* Dr. Sewall reported that the committee rescheduled its meeting to Wednesday, April 21. He has reviewed the middle and high schools' student/parent handbooks and would like to see more consistency with policies being included in both handbooks; i.e., busing and electronic devices.

*Program Development/Evaluation:* Mr. Adamo stated that the committee met tonight prior to the Board of Education meeting and members were given a comprehensive and extensive presentation by the report card committee on the new standards based report card for kindergarten. There was some discussion among Board members.

## FUTURE AGENDA ITEMS

Mr. Doyle said that the Board of Education budget will be presented again to the Town's Finance Committee tomorrow night. The Budget and Finance Committee meeting scheduled for April 20 will not take place as that is the same night that the Town Board of Finance is holding its budget public forum at Windham Middle School.

## CITIZENS/DELEGATIONS

Mrs. DeVivo, North Windham, said that she sold sixty-two reading banners. Also, she has been approached by parents with different issues and has encouraged them to follow the line of command by meeting with teachers, principals, etc. Mr. Folan indicated that parents could call the Superintendent, Assistant Superintendent or any Board member if they had concerns about following the process. They could also attend one of the Open Office Hour sessions. She said that there are some misconceptions in the Town and didn't know how the Board of Education could address these issues.

#### EXECUTIVE SESSION

(197) Motion by Mrs. Rayhall, seconded by Mrs. Lambert, that the Board enter into executive session at 7:52 P.M., for the discussion of exempt documents pertaining to personnel matters.

On the motion: Aye, 9-0; unanimous.

BOARD PRESENT: Chair Mr. Folan, Vice-chair Mrs. Rayhall, Mr. Adamo, Dr. Switchenko, Mr. Doyle, Mrs. Haney, Mrs. Collins, Dr. Sewall, Mrs. Lambert

#### ADMINISTRATION

PRESENT: Superintendent Ms. Fuller, Assistant Superintendent Ms. Ortiz, Directors Mrs. Banks and Mr. Nelson

#### REGULAR SESSION RECONVENES

Chair Mr. Folan reconvened regular session at 8:23 P.M.

(198) Motion by Dr. Sewall, seconded by Dr. Switchenko, that the Board add to the agenda at this time the recommendation to enter into negotiations with the Windham Educational Secretaries' union to reclassify the Information Management Assistant position to a Senior Accountant position at the top step.

On the motion: Aye: Mr. Folan, Mr. Adamo, Dr. Switchenko, Mr. Doyle, Mrs. Haney, Mrs. Collins, Mrs. Lambert, Dr. Sewall

Nay: Mrs. Rayhall

Abstained No one

The motion passes: 8-1-0

(199) Motion by Dr. Sewall, seconded by Dr. Switchenko, that the Board approve the recommendation to enter into negotiations with the Windham Educational Secretaries' union to reclassify the Information Management Assistant position to a Senior Accountant position at the top step.

On the motion: Aye: Mr. Folan, Mr. Adamo, Dr. Switchenko, Mr. Doyle, Mrs. Haney, Mrs. Collins, Mrs. Lambert, Dr. Sewall

Nay: Mrs. Rayhall

Abstained No one

The motion passes: 8-1-0

#### ADJOURNMENT

(200) Motion by Mr. Adamo, seconded by Mrs. Rayhall, that the Board meeting adjourn at 8:24 P.M.

On the motion: Aye, 9-0; unanimous.

Respectfully submitted,

John Adamo, Secretary