

WINDHAM BOARD OF EDUCATION MINUTES  
WILLIMANTIC, CONNECTICUT  
May 11, 2011

BOARD PRESENT: Chair Mr. Folan, Vice-chair Mrs. Rayhall (arrived at 7:05 PM), Mr. Adamo, Mr. Doyle, Dr. Switchenko, Mrs. Lambert (arrived at 7:05 PM), Mrs. Collins, Mrs. Haney, Dr. Sewall

BOARD ABSENT: No one

ADMINISTRATION

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

STUDENT

REPRESENTATIVES: Abbey Baldarelli, Alison Risley, Matt Poirier

OTHERS PRESENT: general public, staff, administrators, news media

CALL TO ORDER

Chair Mr. Folan called the May 11, 2011, Board of Education meeting to order at 7:00 P.M. in the Windham High School Library Media Center.

PLEDGE OF ALLEGIANCE

Mrs. Haney led the Board and the public in the reciting of the Pledge of Allegiance.

BOARD OF EDUCATION MINUTES

April 27, 2011, Regular Board of Education meeting (Ref. 1)

(231)Motion of Dr. Sewall, seconded by Dr. Switchenko, that the Board of Education approve the April 27, 2011, Regular Board of Education minutes, Reference 1.

On the motion: Aye, 7-0; unanimous

April 21, 2011, Special Board of Education meeting minutes (Ref. 1A)

(232)Motion of Mr. Adamo, seconded by Mrs. Collins, that the Board of Education approve the April 21, 2011, Special Board of Education minutes, Reference 1A.

On the motion: Aye: Mr. Folan, Mr. Adamo, Mrs. Collins

Nay: No one

Abstained: Mrs. Haney, Mr. Doyle, Dr. Switchenko, Dr. Sewall

The motion passes: 3-0-4

May 4, 2011, Special Board of Education meeting minutes (Ref. 1B)

(233)Motion of Dr. Sewall, seconded by Mr. Doyle, that the Board of Education approve the May 4, 2011, Special Board of Education minutes, Reference 1B.

On the motion: Aye, 7-0; unanimous

COMMUNICATIONS

Ms. Ortiz distributed information regarding the School Governance Team at Natchaug School and said that the team members have begun the process to develop the bylaws. A community member will be named at the next meeting. Members attended a training session sponsored by CABE and Ms. Ortiz received positive comments regarding their participation. Ms. Ortiz also shared some positive happenings in the

district. Last Thursday a recognition program for students participating in Project Opening Doors was held at Windham High School and student successes in the Advanced Placement programs were celebrated.

(Mrs. Lambert, Mrs. Rayhall and Mrs. Banks entered the meeting.)

Ms. Ortiz also spoke about the advocacy day program, which included parent engagement meetings, at Natchaug School held last Friday as part of the Before and After School Program. Ms. Ortiz commended both Mr. Stover and Mr. Wihbey for its success.

Mr. Folan asked Board members to review dates for this year's promotion and graduation ceremonies and Board representation at these events.

Mr. Folan thanked Board members, the WFT LPAC committee members and all the groups of people who participated in getting out the vote for the May 10 referendum. He said that even though the budget didn't pass, it continues to be important to work at engaging the community in the education needs of the district.

### STUDENT COUNCIL

Matt Poirier reported that advanced placement testing, which takes place for two weeks, will end next week. He also said that students are frustrated that the budget did not pass and have talked about rallying at the next referendum. Mr. Folan thanked Matt for his comment and suggested that Student Council members remind their friends who are 18 years and older to exercise their right to vote at the next referendum in June.

### CITIZENS/DELEGATIONS

Henry Crane, Willimantic, said that he has proposed that the Board increase its budget by three million dollars and the budget still failed even with a \$400,000 savings due to health care costs. He would like to know what is being done to help the students who were not proficient on the CMTs. He said that more needs to be done as a community to educate students and he would like to see more effort put into getting parents involved. He said that students need to be able to read so they can fill out job applications.

Motion by Mr. Doyle, seconded by Mrs. Haney, that personnel matters be added to the agenda for executive session.

On the motion: Aye, 9-0; unanimous

### SUMMARY ACTION

#### Personnel Action (Ref. 2)

(234)Motion of Mrs. Haney, seconded by Mr. Doyle, that the Board of Education approve Reference 2.  
Resignations

- Ada DeJesus, Bilingual Kindergarten Teacher/North Windham School rescinds her resignation for the purpose of retirement effective May 1, 2011.
- Eryn Santiago, Part Time Bus Monitor/Prospect Street Preschool Program effective April 22, 2011.
- Diane Forster, Part Time Reading Tutor/Natchaug School effective May 13, 2011.

#### Leaves of absence

- Edilma Maheu, Parent Educator/Natchaug Family Resource Center, medical leave of absence effective April 29, 2011 through approximately May 31, 2011.
- Marta Gonzalez Ledesma, Head Start Aide/Prospect Street Preschool Program, childbearing/childrearing leave of absence effective May 16, 2011 through June 20, 2011.
- Tina Gaetani, Bilingual Kindergarten Teacher/Sweeney School, childbearing/childrearing leave of absence effective February 23, 2011, duration unknown.

CORRECTION: Request for leave of absence approved at the March 9, 2011 Board meeting should have been approved for “Michele Serrano”, not “Mildred Serrano” (incorrectly listed in original Personnel Action). The corrected action appears below for approval.

- ~~Mildred Serrano~~ Michele Serrano, Special Education Paraprofessional/Windham Middle School, childbearing/childrearing leave of absence effective May 20, 2011 through June, 2011.

There was no discussion.

On the motion: Aye, 9-0; unanimous

## ACTION ITEMS

### Approval of Policies (Ref. 3, 3A, 3B, 3C, 3D)

(235)Motion of Mrs. Haney, seconded by Mrs. Lambert, that the Board of Education approve the following policies: Policy 5117 Students – School Attendance Areas (Ref. 3); Policy 3542 Business/Non-Instructional Operations – Food Service (Ref. 3A); Policy 3542.31 Business/Non-Instructional Operations – Free or Reduced Price Lunches (Ref. 3B); Policy 9125 – Bylaws of the Board – Attorney (Ref. 3C); and Policy 9321 – Bylaws of the Board – Time, Place and Notification of Meetings (Ref. 3D). Dr. Sewall said that the edits on these policies were recommended by CABE to comply with legislation. No changes have been made since the first reading at the April 27, 2011, Board meeting.

On the motion: Aye, 9-0; unanimous

### Bank Authorizations (Ref. 4, 4A)

(236)Motion of Mrs. Rayhall, seconded by Dr. Switchenko, that the Board of Education accept the following resolutions: RESOLVED That the Windham Board of Education approves the authorization of Ana V. Ortiz, Superintendent of Schools, to withdraw funds from the Liberty Bank Food Service account for the Town of Windham, Board of Education. (Ref. 4); and RESOLVED That the Windham Board of Education approves the Authorization of Ana V. Ortiz, Superintendent of Schools, to withdraw funds from the Webster Bank Head Start and Retirees accounts for the Town of Windham, Board of Education. (Ref. 4A). There was no discussion.

On the motion: Aye, 9-0; unanimous

## REPORTS AND DISCUSSION ITEMS

### Superintendent’s Reports

#### Discipline Report (DRG comparisons) (Ref. 5)

As a follow up to the discipline report provided by Mr. Forman at the April 27, 2011, Board meeting, it was requested that Mr. Forman also compare the discipline data with the other districts in DRG I. Mr. Forman reviewed the total number of students, and percentage and number of students disciplined with the other six DRG I districts for 2008 and 2009. He said that the data was taken from the Strategic School Profile reports. Mr. Forman answered Board members’ questions and he was thanked for his follow-up report.

#### 2009-2010 Strategic School Profiles (Ref. 6)

Ms. Ortiz presented the 2009-2010 Strategic School Profiles to the Board and highlighted many areas of the report. The report was received very late this year due to technological difficulties at the State and the data included in the report is more than a year old. Ms. Ortiz answered questions from the Board.

#### Financial Report – April 2011 (Ref. 7)

Mr. Nelson reported that there has been an increase in special education expenses over the last two months. ARRA funds carryover will help to offset some of the special education increases. Savings on health insurance expenses, as well as on utilities, have also helped.

### Announcements/Information (Ref. 8)

Included is the Windham High School Library Media Center newsletter for April 2011. There was no discussion.

### Subcommittee Reports:

*Facilities/Maintenance:* Meeting has been re-scheduled to May 18, 2011.

*Policy/Planning:* Dr. Sewall reported that the nurses had some concerns with the American with Disabilities Act and had some changes to the policy they reviewed. These changes will be checked with the attorney to ensure that the policy stays within the law. There was some discussion among Board members regarding defibrillators and the people trained to use them in the school buildings. The Food Service policy, which was reviewed by Mr. Koschmeider who recommended some changes, and the Educational Opportunities for Military Children policy will be brought to the full Board for approval.

### FUTURE AGENDA ITEMS

Mr. Folan said that further discussion of the module addressed at the May 4, 2011, Lighthouse Training session should be on the May 25, 2011, Board of Education meeting agenda.

### CITIZENS/DELEGATIONS

Henry Crane, Willimantic, spoke about Advanced Placement testing and the benefits of testing additional students.

Mary Lou DeVivo, North Windham, thanked everyone, especially Ms. Packer and Mr. Stover, for their involvement in the recent spelling bee. Thirty-two students won awards and enjoyed the activity. She said that ideas for next year are being sought.

### EXECUTIVE SESSION

(237)Motion of Mrs. Rayhall, seconded by Mrs. Lambert, that the Board of Education enter into executive session at 7:37 PM for the discussion of exempt documents pertaining to bargaining unit negotiations and personnel matters.

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

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

### ADMINISTRATION

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

### REGULAR SESSION RECONVENES

Chair Mr. Folan reconvened regular session at 8:25 P.M.

(238)Motion of Mrs. Rayhall, seconded by Dr. Switchenko, that the Board add to the agenda at this time the recommended approval of the purchase of a maintenance vehicle and the ratification of the tentative agreement with the Windham Educational Secretaries' Union.

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

(239)Motion of Mrs. Rayhall, seconded by Dr. Switchenko, that the Board of Education accept the recommended approval of the purchase of a maintenance vehicle.

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

(240)Motion of Mrs. Rayhall, seconded by Mr. Adamo, that the Board of Education move the ratification of the tentative agreement between the Windham Board of Education and the Windham Educational Secretaries' Union.

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

ADJOURNMENT

(241)Motion by Mr. Adamo, seconded by Mrs. Rayhall, that the Board adjourn its meeting at 8:27 P.M.

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

Respectfully submitted,

John Adamo, Secretary