



**TOWN OF ROCKY HILL
BOARD OF EDUCATION
MEETING MINUTES/MOTIONS**

In order to comply with Connecticut General Statutes regarding minutes of meetings, the following will be used to record information during all public meetings that take place. An original must be submitted to the Town Clerk of Rocky Hill within 48 hours of the meeting being adjourned. Motions should be complete, showing the maker and second of the motion as well as how each member voted. Unanimous votes may be listed as unanimous.

NAME OF PUBLIC BOARD OR COMMISSION	Board of Education
DATE MEETING AGENDA POSTED	August 17, 2009 (Amended on August 19, 2009)
LOCATION	Rocky Hill Town Hall Council Chambers
DATE OF MEETING	August 20, 2009
TIME MEETING STARTED	7:02 p.m.
PERSON PREPARING MEETING MINUTES	Jo-Anne Booth, Recording Secretary
VERBATIM NOTES TAKEN	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
AUDIO, VIDEO OR LIVE TRANSMISSION OF MEETING	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

MEMBERS PRESENT AT MEETING

1. William MacDonald, Chairman	2. Nadine Bell
3. Charles McMonigle	4. Maria Mennella
5. Frank Morse	6. Catherine Vargas
7. Charles Wisnioski	8. Also present: Superintendent Dr. Jeffrey Villar
9. Assistant Superintendent Marian Hourigan	10. Finance Director Frank Connolly

NUMBER REQUIRED FOR QUORUM 5 QUORUM PRESENT Yes No

TEXT MOTIONS AND RESULTS VOTES

1st MOTION Passed Failed Tabled

Moved by Nadine Bell, seconded by Charles McMonigle, to approve the Minutes and Working Notes of the May 27, 2009 Facilities Committee meeting (Working Notes only), the June 15, 2009 special Board of Education meeting, the June 18, 2009 Board of Education meeting and Executive Sessions and the June 24, 2009 special Board of Education meeting. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

2nd MOTION Passed Failed Tabled

Moved by Catherine Vargas, seconded by Charles McMonigle, to accept the Consent Calendar of August 20, 2009. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

3rd MOTION Passed Failed Tabled

Moved by Nadine Bell, seconded by Catherine Vargas, to support the recommendation of Jason Maziarz for the position of Assistant Principal at Griswold Middle School. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent).

**FAVOR: ALL
MOTION CARRIED**

4th MOTION Passed Failed Tabled

Moved by Maria Mennella, seconded by Catherine Vargas, resolved that the Board of Education approves of a new classification, Payroll/Benefits/Grants Coordinator within the collective bargaining agreement with the Rocky Hill Educational Secretaries, Local 1303-201, Council # 4, AFSCME, AFL-CIO. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.

**FAVOR: ALL
MOTION CARRIED**

5th MOTION Passed Failed Tabled

Moved by Catherine Vargas, seconded by Nadine Bell, to authorize up to four days of early release time (for NEASC purposes) for the Rocky Hill High School and this is to be scheduled by the superintendent and principal. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

6th MOTION Passed Failed Tabled

Moved by Frank Morse, seconded by Maria Mennella, resolved that the Board formerly requests the Joint Facilities Committee authorize the fire safety improvements in the schools, with priority for the locker replacement at West Hill School as may be funded by the money in the school project account in the Capital and Non-Recurring Account. The Board of Education also hereby approves of its Capital Improvements Program for school improvements for Fiscal Year 2009-2010 in the amount of \$229,000, said funds as authorized in the Town Council's adopted 2009-2010 budget. The Board recommends these CIP school improvements to the Joint Facilities Committee. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

7th MOTION Passed Failed Tabled

Moved by Frank Morse, seconded by Maria Mennella, resolved that the Rocky Hill Board of Education hereby approves of the “First Amendment to Contract for Bus Transportation” with Durham School Services. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

THIS FIRST AMENDMENT TO CONTRACT FOR BUS TRANSPORTATION (the “First Amendment”) entered into as of the _____ day of _____, 2009, by and between the ROCKY HILL BOARD OF EDUCATION (the “Board”) and [DURHAM SCHOOL SERVICES, LIMITED PARTNERSHIP] (the “Contractor”).

RECITALS

WHEREAS, the Board and Double A Transportation, predecessor of the Contractor, entered into a Contract for Bus Transportation effective July 1, 2006 to June 30, 2011. (the “Contract”); and

WHEREAS, the parties desire to amend certain terms and conditions of the Contract, as hereinafter set forth.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Section Three of the Contract is deleted in its entirety and replaced with the following:

“This contract shall be effective from July 1, 2006 to June 30, 2010, unless sooner terminated in accordance with the provisions of this contract.

There shall be an automatic one year extension to June 30, 2011, unless the Board notifies Contractor of its intent not to extend by December 31, 2009.”

2. Section Eleven (b) of the contract is deleted in its entirety and replaced with the following:

“The Board agrees that it will purchase all gasoline and diesel fuel used by Contractor in the performance of this contract. A supplier of the Board’s choice shall deliver said gasoline and diesel fuel directly to Contractor. The Contractor shall comply with the provisions of Section Thirty with regard to such fuel. Fuel usage data shall be submitted monthly, concurrent with the month’s invoice, as described in Section Thirty”.

3. Section Twelve of the Contract is amended by replacing “June 30, 2011” with “June 30, 2010, unless the contract renews then June 30, 2011”, and adding the following

new paragraph:

“Each bus performing daily services under the Contract shall be clearly labeled on the sides with “Rocky Hill Public Schools”.”

4. A new Section Thirty of the Contract is added, as follows:

“Effective April 27, 2009, the Contractor has provided, and the Contractor shall maintain dedicated diesel and gasoline fuel tanks at the Rocky Hill Durham bus facility for the exclusive use by the Board.

The Contractor shall submit monthly reports with their monthly invoice to the Board’s Director of Finance and Operations with the following information for each vehicle: vehicle number, starting and finishing mileage, total mileage. Monthly bills will identify the type and location of trips (i.e. field trip, athletic trips, etc.). The Director of Finance will work with the Contractor’s representative to develop the spreadsheet and bills for this information.

The Board in all cases shall buy the fuel directly through its own vendor.

All fuel is to be used exclusively for vehicles of the Rocky Hill Board of Education.”

5. A new Section Thirty-One of the Contract is added, as follows:

“As of July 1, 2009, the new rate per bus per day for the 2009-2010 school year is \$215 for main runs and technical school runs. There will be no additional fuel costs charged to the Board.

Prior to or by September 1, 2009, the parties shall agree upon new rates for all other transportation services that are provided under the contract.

Prior to or at the time the contract is extended, the parties shall agree upon rates for the 2010-2011 contract year.”

6. The Board agrees to waive its right to declare the Contractor in default of the contract of the fuel usage provisions of the Contract (the “Default”) for the period ending June 30, 2009. The Contractor acknowledges and agrees that the waiver is a one-time waiver for any alleged Default and period, and nothing herein shall be construed or interpreted as a waiver of any future default of any obligation under the Contract.

7. Miscellaneous

(a) Except as otherwise expressly provided by this First Amendment, all of the respective terms, conditions and provisions of the Contract shall remain in full force and effect. It is declared and agreed by each of the parties hereto that this First Amendment and the Contract be read and construed as one instrument.

(b) This First Amendment may be executed and delivered in any number of counterparts, each of which shall constitute an original, but all of which when taken together shall constitute but one and the same First Amendment.

(c) The provisions of this First Amendment shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment as of the date set forth above.

WITNESSED BY:

ROCKY HILL BOARD OF EDUCATION

By: _____

**[DURHAM SCHOOL SERVICES,
LIMITED PARTNERSHIP]**

By: _____

8th MOTION Passed Failed Tabled

Moved by Catherine Vargas, seconded by Nadine Bell, to adjourn the meeting at 8:23 p.m.
(Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

LINK TO WORKING NOTES (will be attached if available)

ACTION

CORRECTION(S) (will be attached if available)

TIME MEETING ADJOURNED: 8:23 p.m.

TIME DELIVERED TO TOWN CLERK: _____.

**TOWN OF ROCKY HILL
BOARD OF EDUCATION
MEETING OF AUGUST 20, 2009**

Members Present: William MacDonald (Chairman)
Nadine Bell
Charles McMonigle
Maria Mennella
Frank Morse
Catherine Vargas
Charles Wisnioski

Also Present: Dr. Jeffrey Villar (Superintendent)
Marian Hourigan (Assistant Superintendent)
Frank Connolly (Finance Director)

Members Absent: Rene (Skip) Rivard (Vice Chairman)
Raffaella Calciano-Coler

A meeting of the Board of Education was held on Thursday, August 20, 2009 in the Council Chambers of the Rocky Hill Town Hall. Chairman William MacDonald called the meeting to order at 7:02 p.m.

The Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Moved by Nadine Bell, seconded by Charles McMonigle, to approve the Minutes and Working Notes of the May 27, 2009 Facilities Committee meeting (Working Notes only), the June 15, 2009 special Board of Education meeting, the June 18, 2009 Board of Education meeting and Executive Sessions and the June 24, 2009 special Board of Education meeting. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

CORRESPONDENCE

Superintendent Dr. Villar said there was no correspondence at this time.

AUDIENCE PARTICIPATION

Meeting Open to Public

Chairman MacDonald asked if there was anyone in the public who wished to speak. Mr. Bill Pentland, 325 Old Main Street, said he was present this evening as a parent from the band. The Eleventh Annual Band Show will be held on September 26, 2009 at McVicar Field. The theme this year is “Paris Sketches” and the gates will open at 3:00 p.m. The National Anthem will be played at 3:15 p.m. and the bands will start at 3:30 p.m. There are seventeen bands coming from other towns this year. Central Connecticut State University’s marching band will be the closing act this year. This band has quite a few of Rocky Hill’s fellow alumni in it. Mr. Pentland understands that their music for this year was written by a former Rocky Hill Music Director. He invited the Board of Education members to join them at this event. He told the Board of Education members that they have always been very supportive and he thanked them for this. Mr. Pentland said he has been in touch with the town staff who have always been there right there for them. He thanked Mrs. Lisa Zerio (Director of Parks and Recreation), Mr. Walt Sykes (Parks and Recreation), all of the Parks and Recreation staff and the Rocky Hill Police Department.

Mr. Wisnioski asked what will be offered for food at this event. Mr. Pentland said it will be about the same as last year’s menu. He mentioned what the food items will be.

Mr. Wisnioski said the Band Director has been very good with regards to including musicians of different Rocky Hill uniforms (i.e. eight graders, students who attend one of the specialty schools, etc.). Mr. Wisnioski thinks the Band Director needs to be commended on his ability to attract people into the band and to retain them. Mr. Wisnioski said this is a welcome addition. Mr. Pentland referred to Mr. Burgess, the Band Director, and his ability to market the symphonic band and the jazz band, not just the marching band, out into other venues with regards to doing other things. Mr. Wisnioski said Mr. Burgess is a really good guy. Mr. Pentland said Mr. Burgess does a wonderful job and they look forward to having a great season this year. Mr. Wisnioski said Mr. Burgess was the first Band Director who made sure that the band played at the football games.

1. Consent Calendar

Resignation – Rebecca Gustafson, Social Studies, Rocky Hill High School
Field Trip Request – RHHS Softball Team – April 17-24, 2010

Moved by Catherine Vargas, seconded by Charles McMonigle, to accept the Consent Calendar of August 20, 2009. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

COMMITTEE REPORTS

2. Personnel and Negotiations

No report was given.

3. Policy

No report was given.

4. Finance

No report was given.

5. Curriculum

No report was given.

6. Professional Development

No report was given.

7. Facilities

Chairman MacDonald asked Mr. Wisnioski if he wanted to talk about this when they were discussing Item # 13. (Capital Improvement Plan) on this evening's agenda. Mr. Wisnioski said that would be okay.

8. Technology

No report was given.

9. Transportation/Accommodations

No report was given.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

10. Griswold Middle School Assistant Principal Appointment

Superintendent Dr. Villar said he was pleased to announce that they had come to the conclusion of an exhaustive search for the Assistant Principal of Griswold Middle School. There had been eighty outstanding applicants for this position. A series of three interviews had been conducted for pools of candidates. It had been quite clear from the beginning and through the process that they had found a candidate who had all of the attributes and skills that they were looking for in the Assistant Principal of Griswold Middle School. Mr. Jason Maziarz has had experience as a very successful teacher in Rocky Hill for quite some time. He went on further last year with his administrative experience as a first year administrator and he was very successful in that position. He has great interpersonal skills and Superintendent Dr. Villar said he demonstrated for him an incredible command of where they are going in education and the understanding of the research as well as a desire to help move them forward. Mr. Maziarz has also demonstrated the ability to get along quite well with Principal Rick Watson. Superintendent Dr. Villar thinks Principal Watson and Mr. Maziarz will form a dynamic team at Griswold Middle School. Superintendent Dr. Villar wanted to recommend, with the Board of Education's support, Mr. Maziarz as the next Assistant Principal for Griswold Middle School.

Moved by Nadine Bell, seconded by Catherine Vargas, to support the recommendation of Jason Maziarz for the position of Assistant Principal at Griswold Middle School. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent).

**FAVOR: ALL
MOTION CARRIED**

Mr. Maziarz was congratulated. Chairman MacDonald asked Mr. Maziarz if he wanted to come to the podium. Assistant Principal Maziarz thanked everyone. He said this was a great moment for him to come back home in many ways. He grew up in this district, went through all of the schools and has been a teacher at Griswold Middle School. This is a phenomenal honor and he thanked everyone for this. He said he couldn't be happier. He is excited to work with Principal Watson, the Griswold Middle School staff and the great Griswold Middle School children who are there. Chairman MacDonald thanked Assistant Principal Maziarz.

11. Reclassification of Bookkeeper II Position

Superintendent Dr. Villar asked Finance Director Connolly to please walk everyone through this. Finance Director Connolly told the Board of Education members that they have presented to them a recommendation for reclassification of a position in the Central Office. This position is for a woman who works in the Finance Department. She has been working as a bookkeeper and she is the key person with regards to payroll. She helped dramatically when they went through the budget season. She also has the full responsibility for all of the grants. Finance Director Connolly said it became clear to him that this employee was not in the correct classification when he looked at her pay level and the classification she was in as well as different reports that were made to him.

As a result of this, they sat down with the union officials and discussed this job at length. A new job description was written and he told the Board of Education members that they had a copy of this. A new classification was come up with. This had then been turned back to the union and they had a formal meeting. They approved of this reclassification which is an amendment to the contract itself. Finance Director Connolly recommended Board of Education approval of this reclassification and the creation of the Payroll/Budget/Grants Coordinator position.

Superintendent Dr. Villar said this had been brought to the P & N Committee, of which two of the three Board of Education members of this were absent this evening. This had been discussed with the P & N Committee and it had been recommended to have this brought to the full Board of Education for Board of Education approval.

Chairman MacDonald asked if there was any discussion with regards to this and there wasn't. Chairman MacDonald asked if there was a motion.

Moved by Maria Mennella, seconded by Catherine Vargas, resolved that the Board of Education approves of a new classification, Payroll/Benefits/Grants Coordinator within the collective bargaining agreement with the Rocky Hill Educational Secretaries, Local 1303-201, Council # 4, AFSCME, AFL-CIO. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.

**FAVOR: ALL
MOTION CARRIED**

12. High School Request for NEASC Half Days

Superintendent Dr. Villar asked Principal Mario Almeida to come to the podium.

Superintendent Dr. Villar said they had this discussion last year at about this time with regards to NEASC and the need for some release time. The Board of Education had generously authorized three days of release time with the maximum of four days. He asked Principal Almeida to speak about how that time had been used and he said there was an additional request for this year.

Principal Almeida said he had asked for three days last year and the Board of Education had generously given them four days. They had accomplished what they had needed in the three days and they didn't use the fourth one. He asked the Board of Education to please give them the fourth day this year. Principal Almeida said they were able to get two Committees last year who completed the full reports and the staff accepted the reports. He mentioned what they had worked on. There are five Committees scheduled to meet as a group this year and to do their reports which must be accepted, etc. This will be a tough year. The NEASC visit will take place on October 6, 2010 through October 10, 2010.

Last year, they had a half day in October, December and in May. Students had been dismissed at 11:30 a.m. and they had reduced periods but they went through the whole eight period block. This gave staff an opportunity to get together and have two hours of a common time to meet which they don't have during the day at the high school because of the schedules. He asked the Board of Education members for these days.

Principal Almeida said also that they are always looking for volunteers. They have some parent volunteers and there is a Board of Education member who served last year as a parent who could speak on behalf of the work they did. The teachers work really hard and it is very difficult after a full day of school to have to go through NEASC for two hours. They have a lot to do this year before the visit comes in the fall of 2010.

Chairman MacDonald asked the Board of Education members if there was any discussion. Mr. Wisnioski asked how many faculty members are impacted by this and Principal Almeida said every single staff member is on a Committee. Mr. Wisnioski asked what the means are to test that no faculty member leaves the grounds to go home. Principal Almeida said there are no means but no staff can leave the building without checking with one of the administrators or without signing out. This is an honor system and as of now, it hasn't been abused. Mr. Wisnioski confirmed that everyone is expected to be there and is expected to contribute. Principal Almeida said that was correct. He explained more about this. If reports aren't being done then it shows because they must do their reports and present them to the staff.

Mr. Wisnioski asked what time the day ends on a half day basis. Principal Almeida said it ends at 11:25 a.m. for the students and the staff has lunch until 12:00 p.m. The staff starts work at 12:05 p.m. until 2:30 p.m. Mr. Wisnioski asked if normal sports, etc. resume at that time and Principal Almeida said that was correct.

Mr. McMonigle asked Principal Almeida if he was asking for one more additional day or for four more. Principal Almeida said he thinks he needs a fourth day for this year. He is looking for up to four days.

Mr. Wisnioski asked in what way this will impact the expectation to complete curriculum that is assigned to the students because there is less teaching time. He asked Principal Almeida to explain to him and the public what happens to the teaching of a subject. This is particularly important for AP courses because there is a compressed schedule. Principal Almeida said he can't guarantee what the students are going to miss. The one good thing is that the students still meet for eight periods. The students lose ten minutes of each class. He couldn't answer exactly as to what curriculum they are missing in the ten minutes. The half day still counts as a regular school day.

Mr. Wisnioski referred to when elementary schools do their standardized testing and when they are done with that how they still continue with the rest of their daily teaching in curriculum. At the high school, everyone is dismissed after they have the tests. He is concerned about them trying to keep the students engaged and challenged as much as they can. He mentioned that NEASC is just another item that gets the students out of the classroom. He wanted Principal Almeida to know that someone is going to ask him about this and he hopes that his focus in managing the high school is to convey as much as they can. Principal Almeida told Mr. Wisnioski that he had a valid point. Principal Almeida thought that they attempted and did a good job last year on advertising to the public what they need to do with NEASC. They have tried to do as much as they can to include the community and public in this process because this is a Rocky Hill town process. The accreditation has to go smoothly. He said they will keep communicating to the community why they need these days.

They didn't have a lot of parents coming to them upset last year because he thought the message was communicated from "the get go" as to why they were doing this. Parents are on every Committee and he thinks they do a nice job on getting the message out to other parents. Principal Almeida told Mr. Wisnioski that he understands his concern.

Chairman MacDonald asked if a motion was needed for this. Superintendent Dr. Villar said yes.

Moved by Catherine Vargas, seconded by Nadine Bell, to authorize up to four days of early release time (for NEASC purposes) for the Rocky Hill High School and this is to be scheduled by the superintendent and principal. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

Principal Almeida thanked the Board of Education. He gave them a friendly reminder that they should have gotten an invite to the second annual kick-off celebration for the freshmen which is scheduled for August 24, 2009. This event was very successful last year. He explained what is done on this day for the freshmen. This event is open to the community once again and it will start at 11:30 a.m. He told the Board of Education members and the public to feel free to stop by.

13. Capital Improvement Plan

Chairman MacDonald confirmed with Superintendent Dr. Villar that there was something on the table this evening with regards to this. Superintendent Dr. Villar said yes. The question was posed during the last Facilities Committee meeting as to where funding can come from for the work at West Hill School in reference to Fire Marshal concerns. He had told them that this would be from the Capital and Non-Recurring Account that is maintained by the town. It had been requested that there be more specific information about the funding and the amount of the monies available. They met with Finance Director Mehr the very next day after the Facilities Committee meeting in order to review the numbers. Superintendent Dr. Villar told the Board of Education members that they had a copy of the memo that had been written by Finance Director Connolly to him explaining that there currently is \$125,802 under the jurisdiction of the Joint Facilities Committee which is earmarked for school maintenance building types of projects. Superintendent Dr. Villar said it is their understanding that if the Board of Education makes a recommendation to the Joint Facilities Committee that this work takes place at West Hill School and if the Joint Facilities Committee accepts this recommendation and moves it forward then this work can be scheduled at a time when it is possible to be done which wouldn't necessarily be done during the school year.

Chairman MacDonald asked Mr. Wisnioski if he could give a quick update as to how this ties to the Facilities Committee meeting they had. Mr. Wisnioski referred to the memo which he read aloud. He asked why the difference isn't also under the jurisdiction of the Joint Facilities Committee and he asked if this is earmarked specifically. He mentioned how the Facilities Committee had met on Tuesday for the purpose of reviewing a schedule of Capital Improvement items that Finance Director Connolly had created.

This reflects a number of approximately \$229,000 that the Town Council had provided in this year's Town Council budget. Finance Director Connolly had presented a draft at that meeting which was discussed. Numbers were added and changed. Items of specific concern were safety issues. He said Finance Director Connolly would be best able to address where they are today.

Finance Director Connolly said the revised CIP (Capital Improvement Plan) was sent out to the Board of Education. This totals \$229,000 and it is the actual amount that the Town Council has put into the Fiscal Year 2009-2010 budget. The success of any CIP rests on the input from many sources. The CIP has been in the works for several months and it was also closely developed with Mr. Rich Cooke (Director of Facilities), Superintendent Dr. Villar and several other sources, as well as at Committee meetings. The strength of this plan looks at Capital Improvements over a five year period. This provides for a stable level of funding. This is one of the key components in the town's overall budget. They start to look at what physical improvements can be made to the schools and then what years they can be done by presenting a uniform level of spending at approximately \$229,000 over the next five years. They can establish priorities and this is what the Facilities Committee did the other night.

Finance Director Connolly said the second part of this had been that concern had been expressed at the Facilities Committee meeting. Several of the Board of Education members had raised the question of the list of priorities that are on the CIP and the Board of Education members had asked for a copy of the Fire Marshal's report. He told everyone that this report goes back to last summer and it was at their places this evening. There are two pages at the end of this report with regards to an update as to what has been done. The Board of Education had authorized any remaining funds at the end of the last fiscal year to be turned over to the town. This amount was \$47,000. The Town Council had then authorized the spending of these monies for fire and safety improvements at Moser School and Stevens School. Finance Director Connolly referred to fire safety doors. He said this was a fast track and it went very well. These fire and safety improvements have been done in time for the opening of school. There had been a nice cooperative effort between the town and the Board of Education on this. The big item that is still on the list with regards to fire and safety improvements is the lockers at West Hill School. A question had come up at the Facilities Committee as to whether or not this could be charged off to the Capital and Non-Recurring Account. He referred to how they had met with Finance Director Mehr. Finance Director Connolly referred the Board of Education to a second memo that was in front of them tonight. He said there was a motion that has two parts. He went over these two parts. He told the Board of Education members that if they adopted this motion, it would establish what their priorities are for the schools. The CIP as developed now would start to take shape and it would be implemented. This is the Board of Education's recommendation of what should be done. It is a little bit different from what has been in the budget in the past where this was a list of items that had to be done. The CIP ties specific items in to a specific dollar amount to a specific year. The \$229,000, which has already been authorized and appropriated, is in the 2009-2010 budget. They expect this to be able to be spent but the town is still waiting for the Governor and the General Assembly to adopt their budget. If the CIP is adopted by the Board of Education, it would then go to the Joint Facilities Committee and with their approval, the items that are on the plan could start to be implemented.

Finance Director Connolly said this was a very brief overview of the CIP and of the importance of the Capital and Non-Recurring Account. He said he would be glad to respond to any questions. He referred to the question that Mr. Wisnioski had about the balance of the difference in the Capital and Non-Recurring Account. The amount for the schools in the Capital and Non-Recurring Account is \$228,389 and the Joint Facilities Committee has jurisdiction over \$125,802 of this. There is a balance of approximately \$103,000. Almost \$60,000 of this \$103,000 has already been earmarked for architectural services to look at all of the schools and this has been authorized by the Town Council. This leaves a little over \$40,000. The \$40,000 will be used by the town if there is a major breakdown that occurs in the school during the fiscal year (i.e. boiler breakdown, etc.).

Mrs. Bell thought that the Board of Education had requested \$35,000 for the architectural study. She asked Finance Director Connolly if he knew where the differential is between the \$35,000 and the \$60,000 that the Town Council allocated. Finance Director Connolly said he didn't.

Mrs. Vargas asked Finance Director Connolly for a point of clarification seeing that they had just received the Fire Marshal report this evening. She referred to the \$47,000 that they had turned back to the town and she asked if out of this, there was \$14,000 for Stevens School, another \$6,500 for Stevens School and \$25,000 for Moser School. She said these amounts were penciled in on the Fire Marshal report. Finance Director Connolly said that was his handwriting. He tried to identify things that had been done and he said this was basically the Moser School and Stevens School firewalls rating.

Mrs. Vargas said a comment had been made at the Facilities Committee meeting this week with regards to a lot of work having been done as far as Fire Marshal things over the summer. She asked if the three things she just mentioned were the things that had been referred to at the Facilities Committee meeting. Finance Director Connolly said there may be other things and he asked Superintendent Dr. Villar if he met with the Fire Marshal. Superintendent Dr. Villar said he has been in communication with the Fire Marshal who is going to walk through the schools and he will give an updated report closer to the start of school. The Fire Marshal has been waiting for the final touches of the repairs that were just checked off to be done (i.e. some hinges, etc.).

Superintendent Dr. Villar gave a point of information to the Board of Education and the public. There is a change in law in Connecticut effective as of July 1, 2009. The Board of Education should receive all Fire Marshal reports by October. He explained that he and the Fire Marshal will talk prior to the start of school to be sure that they are all set as far as codes and any safety concerns.

Mrs. Vargas asked Superintendent Dr. Villar if he or Finance Director Connolly will be presenting the work that has been done over the summer in the schools at the September Board of Education meeting. Superintendent Dr. Villar said he will walk through all of the facilities on August 27, 2009 with Mr. Cooke. The purpose of that tour is to see what has been done firsthand and then the report can be produced. Mrs. Vargas assumed that most of this is cosmetic and she said obviously no big projects had been done. Finance Director Connolly said all of the seven hundred doors in the high school have been painted. There has been a change in the custodial staffing in the schools. The schools are starting to shape up for the opening day.

He has been through several of the schools and he said they are starting to look very nice. He mentioned some of the things that have been done. They have been working with the Rocky Hill Police Department and there is now numbering on all of the exteriors of the doors at the high school for safety purposes. They are going to eventually do numbering on the windows there too for safety purposes. A number of changes have been going on at the different schools. He said also how he thought that Superintendent Dr. Villar mentioned in one of his weekly reports to the Board of Education, a by-product of the new language arts that the Board of Education had authorized. This resulted in a major housecleaning. Books and materials have been taken out of all of the classrooms and they have been recycled. The custodians were allowed to go in and do a thorough cleaning job of all of the floors and the classrooms after these items were taken out and before the new material was put in.

Superintendent Dr. Villar said for a point of clarification that the tour he is taking on August 27, 2009 is an administrative tour between Mr. Cooke and himself. There will be guided tours at a later date if the Board of Education and the public are interested.

Mr. McMonigle said he was a little confused about the amount of money they have. He said with the Governor's budget aside that they have \$229,000 in the current town budget and there is \$125,000 that the Joint Facilities Committee has. He asked if they have \$355,000 available for all of their upcoming projects or he asked if the \$125,000 is earmarked. Superintendent Dr. Villar said he had asked Finance Director Mehr that question and his understanding he took from that meeting was that the \$125,000 is in addition to the amount of monies that is in the budget with the town. Mr. McMonigle asked if this would all be available this year. Superintendent Dr. Villar said yes assuming what Mr. McMonigle had said about the Governor's budget.

Mr. McMonigle referred to the Fire Marshal's report that they just received. He asked if he would be correct in assuming that Fire Marshal issues will be the first on the list and that these will all be cleared before they start moving through what they have on the preliminary CIP. He asked if there are some items in the Fire Marshal report that are not immediate and that will be addressed later. Superintendent Dr. Villar told the Board of Education members that the Fire Marshal report that had been passed out to them is a copy of last year's report. Superintendent Dr. Villar said they wanted to show that progress is being made in addressing the concerns listed on this report. He said they tried to word the recommended motion for this in such a way that it states just this. The first priority is to address safety issues in the facilities which are identified by the Fire Marshal. They envision the \$125,000 to be sufficient funds to cover this and then the CIP would "kick in". He said it was his feeling from the Facilities Committee meeting that it was very clear about the fire safety issues having to be addressed first. He hoped this is captured in the recommended resolution. He thinks this needs to be conveyed to the Joint Facilities Committee.

Mr. Wisnioski said Mr. McMonigle was not present at the Facilities Committee meeting this week so he was going to recap the way he understood things. Mr. Wisnioski mentioned the \$47,000 that had been given back to the Town Council by the Board of Education as of July 1, 2009. These funds had not been expended from last year's budget. These funds had been returned with a consensus by the Town Council and the Board of Education that they would be used for improvements in the facilities.

He understood that this money was used to do the items in the Fire Marshal's list and this included the fire doors, etc. at Moser School and improvements at Stevens School.

Mr. Wisnioski referred to the grids that Superintendent Dr. Villar and Finance Director Connolly had created. Mr. Wisnioski hopes these will get onto the Board of Education's website. The most important grid in the motion this evening would address the \$229,000 in the Town Council budget that is allocated for the schools for 2009-2010. Superintendent Dr. Villar and Finance Director Connolly had done a presentation with regards to this amount at the Facilities Committee meeting this week and Mr. Wisnioski said there had been a movement of some dollars from future years after there had been discussion with the Board of Education members who had been present at this. A request had been made to find out about the non-budgeted items of the Town Council that remain in a fund outside of what had been determined by the Town Council. He referred to the memo they received this evening about the \$229,000 of which \$125,802 is available and how the balance is being set aside to pay the Construction Manager and the Architect. There is also a balance for unforeseen items.

Mr. Wisnioski referred to what has been done in the last ninety days. The \$47,000 that was given back to the town has been used for Fire Marshal identified items in the elementary schools. The subject of this evening's motion with regards to all of this will be the \$229,000 in the current year. Mr. Wisnioski mentioned how the Board of Education members wanted to have safety issues addressed first which includes \$7,500 to enclose the office area of West Hill School for privacy and security. This includes \$7,500 to make the football changing room at the high school more habitable. He believes the high school bleachers were moved from a future year into the present year. He also mentioned the resurfacing of the gym floor at the high school.

Mr. Wisnioski said the attempt by Finance Director Connolly and the Board of Education was to look logically at what can be done that is grouped and what can be done when students aren't in the building. The budgeted amount of \$229,000 is subject to events outside of Rocky Hill that are external to the Town Council and to the Board of Education. These funds may not be expended if the money isn't there and he referred to the final budget decision by the Governor and the legislature. Mr. Wisnioski said they do know that the \$125,802 in the Capital and Non-Recurring Account can be used to do the West Hill School items. He said there is a lot to be sorted out among the parties and the different sources of funds.

Mrs. Bell suggested that they get some type of a grid after the next Fire Marshal walkthrough. If there are any new and additional items or remaining items that need to be addressed then these should be listed with a dollar amount and they should go against the remainder in the Capital and Non-Recurring Account.

Mr. Wisnioski mentioned that he and Mrs. Bell are on the Joint Facilities Committee. Mr. Wisnioski said the Board of Education's decision this evening will be moved to the Joint Facilities Committee and they have to concur, modify or amend it and then it needs to be brought to the full Town Council. This is not something that becomes instantaneous. Bids, etc. will have to be done if the Town Council concurs.

Mr. Morse referred to the Fire Marshal report and the summary of it. He said the West Hill School summary doesn't match the report. Superintendent Dr. Villar said this will be amended in the next document because the item that was being referred to is on the Fire Marshal report and it is of high priority.

Moved by Frank Morse, seconded by Maria Mennella, resolved that the Board formerly requests the Joint Facilities Committee authorize the fire safety improvements in the schools, with priority for the locker replacement at West Hill School as may be funded by the money in the school project account in the Capital and Non-Recurring Account. The Board of Education also hereby approves of its Capital Improvements Program for school improvements for Fiscal Year 2009-2010 in the amount of \$229,000, said funds as authorized in the Town Council's adopted 2009-2010 budget. The Board recommends these CIP school improvements to the Joint Facilities Committee. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

Before this motion was voted on, Chairman MacDonald said this is a very important document and this is a great process. This is the first time that the Board of Education truly has a prioritized list that is agreed to by them. There are dollars on it and timing as well as an explanation of why things need to get done. He referred to the gym floor at the high school. He said they all agree that health and safety is number one for the children. That is why the motion clearly reflects that any items that are related to health and safety need to be addressed.

At this point, this motion was voted on.

Mr. Wisnioski referred to the funds they are asking to be expended and he said that the Town Council has characterized these as being identified as schools for whatever reason. He said these aren't just schools though and these are where all of the Parks and Recreation leagues play and town drama takes place in these buildings, etc. At budget time, it is stated that "X" number of dollars goes towards the Board of Education or the schools but he said that is false because it all goes to the town's citizens who do wonderful activities. The buildings wear out. Enough money hasn't been spent but they are attempting to spend it now. It is debatable with regards to the probability of a referendum in the near term. There are many things that need to be done in the present. The Board of Education has focused on the Fire Marshal requests of things to be done. They are trying to do the best they can with the funds they have. He said it was a pleasant surprise this evening to know they have additional funds to do the Fire Marshal items. He explained some more. He said that their approval this evening is only for one year of the CIP and they will constantly be reviewing what needs to be done. There is a Construction Manager and an Architect who are there to advise the Central Office and the Board of Education as to how they need to proceed in moving forward. He said this is about all they can do.

14. Assistant Superintendent Report

Assistant Superintendent Hourigan said she was going to give two brief updates on some of the summer work that they had been involved in. They spent the summer completing the alignment of the new curriculum in language arts to the state's grade level expectations for K-5. She went over what children should be able to know and do in all aspects of literacy.

The materials for the language arts core program that the Board of Education approved have arrived and have been distributed to the schools. Throughout the year, extensive professional development has been planned to support the teachers in this endeavor. Five out of the six professional development days will be devoted to the training on this program and the curriculum. In order to prepare the teachers for the curriculum topics coming up, there will be ongoing monthly meetings that will be planned with the teachers.

Mrs. Brown will be developing a communications system for the teachers. This will be shared for all of the teachers to see. Assistant Superintendent Hourigan explained a little more about this.

Assistant Superintendent Hourigan referred to SRBI (Scientifically Research Based Interventions). They have been working on a plan for SRBI this summer for the district. She explained briefly what this is and why it has to be done. Districts are now required to use a combination of targeted interventions for students who are experiencing academic difficulty before they fail. She said Dr. Cathryn Riggs (Director of Special Education and Pupil Services) and she are planning on coming to an upcoming Board of Education meeting so that they can describe this in more detail.

Assistant Superintendent Hourigan said they have been working on the CAPT and CMT results. These will be presented to the Board of Education in September.

15. Director of Finance & Operation's Report

a. Durham School Services Contract

Finance Director Connolly told the Board of Education members that they have a memo in their packets which recommends a contract amendment to the current bus contract with Durham School Services. The "gist" of this amendment is to clearly separate out the fuel usage from the bus contract itself. There is also a list of the new rates for the current fiscal year as part of this memo. These rates were worked out with Durham School Services. He thinks these are very attractive rates. He hasn't found another district that has rates as low as these.

Finance Director Connolly referred to the two other major items on this amendment. One of the major items is that there is going to be a change in the buses and they will be seeing the name "Rocky Hill Public Schools" labeled on the sides of all of the buses. He referred to the next item. There are two years left in the current contract which will be this fiscal year and the next fiscal year.

In this amendment, there is a provision in the amendment for the Board of Education to revisit the contract and for it to make a decision if it wants to exercise to stay with Durham School Services for the last year, which will be the fifth year of the contract. This decision has to be made by December 31, 2009.

Finance Director Connolly said they are recommending approval by the Board of Education.

Moved by Frank Morse, seconded by Maria Mennella, resolved that the Rocky Hill Board of Education hereby approves of the “First Amendment to Contract for Bus Transportation” with Durham School Services. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

THIS FIRST AMENDMENT TO CONTRACT FOR BUS TRANSPORTATION (the “First Amendment”) entered into as of the ____ day of _____, 2009, by and between the ROCKY HILL BOARD OF EDUCATION (the “Board”) and [DURHAM SCHOOL SERVICES, LIMITED PARTNERSHIP] (the “Contractor”).

RECITALS

WHEREAS, the Board and Double A Transportation, predecessor of the Contractor, entered into a Contract for Bus Transportation effective July 1, 2006 to June 30, 2011. (the “Contract”); and

WHEREAS, the parties desire to amend certain terms and conditions of the Contract, as hereinafter set forth.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Section Three of the Contract is deleted in its entirety and replaced with the following:

“This contract shall be effective from July 1, 2006 to June 30, 2010, unless sooner terminated in accordance with the provisions of this contract.

There shall be an automatic one year extension to June 30, 2011, unless the Board notifies Contractor of its intent not to extend by December 31, 2009.”

2. Section Eleven (b) of the contract is deleted in its entirety and replaced with the following:

“The Board agrees that it will purchase all gasoline and diesel fuel used by Contractor in the performance of this contract. A supplier of the Board’s choice shall deliver said gasoline and diesel fuel directly to Contractor. The Contractor shall comply with the provisions of Section Thirty with regard to such fuel. Fuel usage data shall be submitted monthly, concurrent with the month’s invoice, as described in Section Thirty”.

3. Section Twelve of the Contract is amended by replacing “June 30, 2011” with “June 30, 2010, unless the contract renews then June 30, 2011”, and adding the following new paragraph:

“Each bus performing daily services under the Contract shall be clearly labeled on the sides with “Rocky Hill Public Schools”.”

4. A new Section Thirty of the Contract is added, as follows:

“Effective April 27, 2009, the Contractor has provided, and the Contractor shall maintain dedicated diesel and gasoline fuel tanks at the Rocky Hill Durham bus facility for the exclusive use by the Board.

The Contractor shall submit monthly reports with their monthly invoice to the Board’s Director of Finance and Operations with the following information for each vehicle: vehicle number, starting and finishing mileage, total mileage. Monthly bills will identify the type and location of trips (i.e. field trip, athletic trips, etc.). The Director of Finance will work with the Contractor’s representative to develop the spreadsheet and bills for this information.

The Board in all cases shall buy the fuel directly through its own vendor.

All fuel is to be used exclusively for vehicles of the Rocky Hill Board of Education.”

5. A new Section Thirty-One of the Contract is added, as follows:

“As of July 1, 2009, the new rate per bus per day for the 2009-2010 school year is \$215 for main runs and technical school runs. There will be no additional fuel costs charged to the Board.

Prior to or by September 1, 2009, the parties shall agree upon new rates for all other transportation services that are provided under the contract.

Prior to or at the time the contract is extended, the parties shall agree upon rates for the 2010-2011 contract year.”

6. The Board agrees to waive its right to declare the Contractor in default of the contract of the fuel usage provisions of the Contract (the "Default") for the period ending June 30, 2009. The Contractor acknowledges and agrees that the waiver is a one-time waiver for any alleged Default and period, and nothing herein shall be construed or interpreted as a waiver of any future default of any obligation under the Contract.

7. Miscellaneous

(a) Except as otherwise expressly provided by this First Amendment, all of the respective terms, conditions and provisions of the Contract shall remain in full force and effect. It is declared and agreed by each of the parties hereto that this First Amendment and the Contract be read and construed as one instrument.

(b) This First Amendment may be executed and delivered in any number of counterparts, each of which shall constitute an original, but all of which when taken together shall constitute but one and the same First Amendment.

(c) The provisions of this First Amendment shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment as of the date set forth above.

WITNESSED BY:

ROCKY HILL BOARD OF EDUCATION

By: _____

**[DURHAM SCHOOL SERVICES,
LIMITED PARTNERSHIP]**

By: _____

Before this motion was voted on, Mr. Wisnioski confirmed with Finance Director Connolly that as a point of information, they have a second contract with the fuel supplier. Finance Director Connolly said they piggybacked on the state bid. They are piggybacking on two different vendors on the state contract for purchasing fuel. One is for gasoline and one is for diesel. Mr. Wisnioski asked if this is a potential cost savings to the district.

Finance Director Connolly thinks it is. He said this is going to depend on what is going to happen with the cost of fuel but this is a clear arrangement with regards to their fuel usage. He thinks there certainly will be a savings on the figures they have for the bus itself.

Mr. Wisnioski asked Finance Director Connolly to refresh his memory with regards to the retention of the clause having to do with a price break. Mr. Wisnioski asked if this is still in their arrangement with Durham School Services. Superintendent Dr. Villar said this is no longer part of their contract because they are purchasing fuel separately now.

At this point, the motion was voted on.

b. Copier Update

Chairman MacDonald said he was glad to see an update to the copier process from thinking where they were one year ago when they had broken pieces of copiers brought in front of the Board of Education. Finance Director Connolly said he and Mr. Fred Ames (IT Director) did a very comprehensive examination of four firms that either had the state contract or the CREC bid. They came down to Connecticut Business Systems of Newington after having visited sites and tested machines as well as after having had an exhaustive examination. This firm provides XEROX copiers and sixteen copiers will be replaced in the school district with thirty-two new copiers. These copiers came in at a lower price and Finance Director Connolly said they are well within budget. These copiers will be much more accessible to the teachers and they will be in more strategic locations. Service of the copiers is an important component. The copiers were delivered to all of the schools and the Central Office yesterday. These were hooked up today. Training is scheduled for the school staff next week before the children arrive back to school.

Finance Director Connolly said the copiers are interchangeable and there are the same models throughout the school system. Next summer, they will look at the copiers that are being used extensively and these can be rotated with the ones that aren't being used as heavily as the others.

Finance Director Connolly said by leasing these copiers that they are changing the way they do business. They are starting to eliminate the individual printers which are very expensive to operate. The copiers will be accessible right from the computers. The copiers will have fax machines and the present fax machines are being phased out. In some cases, the copiers will be a little slower but if someone has a big run then they can set the copier up so that the run can be done at night and the copies will all be made by the next morning. Finance Director Connolly said very large runs can now be privatized and they went over this with the principals today. These very large runs can be sent out to private contractors.

Mr. McMonigle said they are doubling the number of machines which obviously won't be clustered in Central Offices. He asked if they are still going to be able to maintain control over the access to the machines. Finance Director Connolly said yes. Superintendent Dr. Villar said they have the means electronically to track the number of pages printed, per machine and per account. Security is built in and this is a really nice system.

Mr. Wisnioski said there had been a lot of discussion last year about copier cost and he said it wasn't just the machine. He asked Finance Director Connolly what is being done about ink. Finance Director Connolly said they really anticipate quite a savings in the printing account with the phasing out of the printers now. Printers are very expensive to run when they start looking at how much money is spent on ink with them. For the copier package, everything is all inclusive. They will see savings in the copier account as they are phasing out the printers.

Mr. Wisnioski went over the lease arrangement. He confirmed that Connecticut Business Systems of Newington will provide the piece of equipment and that they are on call to service the equipment. He also confirmed that they will provide ink in the price of the lease. Finance Director Connolly said yes.

16. Superintendent's Report

Superintendent Dr. Villar told everyone as they already knew that the process was completed this summer for the Assistant Principal at Griswold Middle School. They have also been busy with technology with regards to the copiers. At the same time, they have installed two hundred and twenty-five new desktop computers and they have refurbished seventy-five of the existing computers. They purchased laptop units and set these up for the middle school. There are fifty laptops on carts that are available at Griswold Middle School and they are hoping to extend to a third cart. They have added a school bus which they are hoping will alleviate some of the issues they had with late starts and children being at school far at the end of the school day. They have worked on training administrative staff in beginning to understand how to use the Inform data system which tracks student assessments. He told the Board of Education members that he was certain throughout the course of this year that they will see reports that have been generated through Inform. He explained some more about Inform.

Superintendent Dr. Villar said they have planned and have begun the complete implementation of the new language arts program. He referred to the SRBI and he said this is a significant undertaking. He told everyone that they will hear a lot about this over the course of this year and in years to come.

Superintendent Dr. Villar said a physical reorganization has been done in the Central Office. They were very pleased with the cooperation they received from the Facilities Department. There has been work across the school district. The high school has received quite a bit of attention this summer due to the anticipation of the NEASC accreditation as well as due to an overhaul that was necessary.

Superintendent Dr. Villar said the CIP took a great period of work this summer. He thanked Finance Director Connolly who met extensively with Mr. Cooke. Superintendent Dr. Villar also thanked Mr. Cooke who made himself available regularly to them.

Superintendent Dr. Villar referred to the controversial clash between school districts (i.e. Hartford, Manchester and Bloomfield) that are at odds over the Hartford host magnet school tuition. Students from Rocky Hill attend these schools as well as students from districts in the Hartford area.

Hartford began to send tuition bills to surrounding towns late last year. Their position is that towns should be paying their share of the tuition for students from suburban towns who attend Hartford host magnet schools. Manchester and Bloomfield have taken a lead. They have stepped forward to say that they feel it is not Hartford's legal ability to charge this tuition and it is in fact the state's responsibility through Sheff v. O'Neill. Manchester and Bloomfield have gone on record indicating that they are not going to pay the tuition. This issue will impact Rocky Hill and this district anticipates a potential bill around \$115,000 which they were notified about in late spring after their budget season. These are unbudgeted monies. The Commissioner has addressed this by sending letters to Bloomfield and Manchester ordering them to make payment. The Commissioner also sent letters to Hartford ordering them to allow these students into their schools. Most of the parties involved are questioning the Commissioner's authority. It is unclear at this moment as to what is going to happen. It is known though that there is a recommendation by the Commissioner to the legislature to authorize additional funding to pay for this difference that exists. Superintendent Dr. Villar said his recommendation for Rocky Hill at the moment is for them to wait to see what happens with the state budget and to see if the legislature addresses this issue. He has no intention to authorize any payment at this time unless he is directed by the Board of Education. If he receives a bill, he will ask the Chairman to see if this can be put on an agenda for a meeting so that the Board of Education can discuss this. It may not be in their best interest to take action at the moment because this is so uncertain and he said they will continue to monitor this. There is a large impact for this district.

Superintendent Dr. Villar said there has been a flurry of revision around the H1N1 virus flu update. As far as school closures go, there have been some changes from the federal government recommendations just recently. It is speculation as to whether this virus will be back strong for the fall. Health officials are learning more about this everyday. The guidance, which is really preliminary, that is being given at this time is to ask the sick students to stay home from school and to follow the traditional flu advisories (i.e. washing hands, etc.). If the outbreak becomes severe, there are potentials that new guidance will have to be followed and this could involve potential school closures but at this time, it is not being suggested that they need to do this. This will have to be monitored because it is very unclear as to what is going to happen and it is speculation right now. Superintendent Dr. Villar said the timeline is unclear to him with regards to the trials for vaccinations that are being undergone now. An eye will be kept on this and they may have to make some difficult decisions later on depending on how the virus progresses. He hopes that it doesn't.

Superintendent Dr. Villar referred to an alert system that is called Alert Now. This purchase has been made with the help of the Senior Class of 2009. He said they are in the planning stages of implementation of this now and he explained what this is. When this system is able to be initiated, he will send a letter home to families. He thinks this will be well received. The letter for this will most likely come out the second or third week of September.

Superintendent Dr. Villar said there have been some news reports about hydration in athletics. Mrs. Vargas had asked a question about this district's policy and how they handle athletics and safety on the field.

Superintendent Dr. Villar said in conversation with Mr. Tom McCabe (Athletic Director), the coaching handbook specifically addresses the timing necessary to properly maintain hydration among the athletes. Mr. McCabe goes over this at coaches' meetings and he spends a great deal of time on this.

Mr. Wisnioski asked if Alert Now is not in service. Superintendent Dr. Villar said the actual program is installed. What needs to be done for this to function at a high level is that documentation will be sent out at the beginning of school to parents with regards to information that is on record. The parents will be asked to verify this contact information and then the database will be updated. He said changes are going to be made in their database structure so that they can add fields that don't currently exist in it in order to fully use this program and so that they can maintain more numbers. Mr. Wisnioski asked if it is intended that there are limits with regards to appropriate use and he gave an example. Superintendent Dr. Villar said they have had some conversations at the administrative level with regards to trying to figure out how to use this most appropriately. The fear from the initial conversations is if this is used too often then families won't really know that this is an important message. A policy has been put into place administratively right now which is if an administrator feels that there is an appropriate use of this system then they need to contact Superintendent Dr. Villar or Assistant Superintendent Hourigan in order to alert them prior to having the message sent out so they can make sure it reaches that level. Mr. Wisnioski referred to using this for the NEASC days. Superintendent Dr. Villar said a schedule will have to be created and this can be communicated to families. Mr. Wisnioski asked if there will be some sort of lead time and Superintendent Dr. Villar said they would like to get this schedule out very soon so that families have planning time.

17. Board Chair's Report

Chairman MacDonald wanted to welcome all of the children back to school on August 31, 2009 on behalf of the Board of Education. He asked that the drivers slow down. There will be over twelve hundred elementary school children on the streets who are waiting for buses or walking to schools. He said he would appreciate it if everyone could remember to slow down.

Mr. Morse asked when the bus schedules are going to get posted in the *Rare Reminder*. Finance Director Connolly said these have been completed and he thinks they will get posted next week.

Moved by Catherine Vargas, seconded by Nadine Bell, to adjourn the meeting at 8:23 p.m. (Raffaella Calciano-Coler and Rene (Skip) Rivard were absent.)

**FAVOR: ALL
MOTION CARRIED**

Respectfully submitted,

Jo-Anne Booth

Accepted by: _____ Date: _____