

Board of Education Special Meeting  
July 31, 2017

Call to Order

Board Secretary D'Ostuni called the meeting to order at 5:32 p.m. in the Central Office Conference Room. Present: Board members Kendra Wiesel, George Beiter (arrived 5:49 p.m.), Susi Keane, Michael Sepko, Matt Service, Jeanne Gee (arrived 5:37 p.m.), Lori D'Ostuni, John Richter and Superintendent Karen Berasi

Executive Session

Service moved to go into executive session at 5:32 p.m. for the purpose of a discussing a personnel matter: interview finalist candidate for A. Ward Spaulding principal. Keane seconded the motion and all members voted in favor.

Keane moved to come out of executive session at 6:37 p.m. Service seconded the motion and all members voted in favor.

Regular Session

Board Chair Gee called the regular session to order at 6:44 p.m. in the Suffield Middle School Media Center. Present: Board members Kendra Wiesel, George Beiter, Susi Keane, Michael Sepko, Matt Service, Natalie Semyanko (via phone), Jeanne Gee, Lori D'Ostuni, John Richter, Superintendent Karen Berasi, and Business Manager Bill Hoff.

The meeting opened with the Pledge of Allegiance.

Public Comment

None

Approval of Minutes

Service moved to approve the June 5, 2017 meeting minutes. D'Ostuni seconded the motion and all members voted in favor. The motion carried 9-0.

Consent Agenda

**MOTION #18-01:** Beiter moved to approve the following on the consent agenda:

A. SMS Field Trip Request - Quebec City, Canada - May 18-21, 2018

Richter seconded the motion and all members voted in favor. The motion carried 9-0.

Discussion/Action Items

- Possible Appointment of the A. Ward Spaulding School Principal

Superintendent Berasi said she is recommending Dr. Roxanne Pangallo as the principal of A. Ward Spaulding Elementary School. The interview committee, comprised of administrators, teachers, parents and a Board member unanimously endorsed Dr. Pangallo.

**MOTION #18-02:** D'Ostuni moved to appoint Dr. Roxanne Pangallo as the principal of A. Ward Spaulding Elementary School and authorize the Superintendent to complete the hiring process. Beiter seconded the motion. Board member Sepko asked for the specific interview committee members. Superintendent Berasi said the committee was comprised of Brian Hendrickson, Karen Carpenter-Snow, Ramsey Binnington, Jeanne Gee, parents: Krystal Holmes

and Christine Phillips, and teachers: Megan Blais, Denise Rigby, Lynn Gauthier, Erin Grasso, and Shannon Inero. Ms. Berasi observed the interview process, listened to the discussions and opinions of the interview committee, and spoke to Dr. Pangallo's professional references. Aside from the speaking with the Superintendent, Director of Special Education and Director of Curriculum in New Hartford, Ms. Berasi also spoke with a New Hartford parent.

Ms. Binnington also spoke with a teacher in charge at one of the elementary schools in New Hartford. Sepko, Keane, D'Ostuni, Gee, Beiter, Service and Richter voted in favor of the motion. Semyanko abstained and Wiesel voted against the motion. The motion carried 7-1-1. Board member Wiesel noted her vote against was not a reflection on the candidate or any information she heard in the interview process. The Board received a glowing recommendation from the committee but she personally felt Spaulding would benefit from an administrator with experience in a bigger school district. She wished Dr. Pangallo much success in her new role. Dr. Pangallo said she was excited to join the Spaulding community and thanked the Board.

- End-of-Year Financial Status and Budget Transfers

Mr. Hoff said the year ended with a \$15.00 net surplus. He also noted \$134,990 of Open Choice funds were transferred to the BOE budget. Mr. Hoff reviewed the state and federal grants and said the year-end food service report was not yet finalized but there will be a loss to the district of approximately \$11,000. In response to a board member's question, Mr. Hoff said the new contract has a loss guarantee to the district of a \$16,000 maximum. In response to a board member's question, Mr. Hoff said anyone who retired or resigned who had a vacation balance was paid. It was noted an employee notified administration of her retirement prior to the May 1 date and it was asked of a board member if that employee would be eligible for the early retirement incentive offered to other employees who notified administration after May 1. Mr. Hoff said the agreement states notification by an employee must be after May 1 to be eligible for the program. The board discussed the issue further and by consensus asked the Superintendent to consult with the Board's attorney on the matter and report back to the Board. Mr. Hoff thanked the administration and Ms. Poit and Ms. Cybulski for their efforts in completing the end of year financials.

**MOTION #18-03:** Wiesel moved to approve the budget transfers as presented. Sepko seconded the motion and all members voted in favor. The motion carried 9-0.

### Reports to the Board

- Superintendent's Report

- Superintendent Berasi said administrators have been working hard over the summer on class schedules, student placement and preparing communications to parents. Building administrators are also working on their school improvement plans which will be presented to the Board in October.
- The district is also in the process of writing a technology plan with input from the district and school technology committees.
- The special education department is drafting a special education improvement plan.
- The district will be using a license scanning machine which screens for sexual predator information only; no other data is collected and no data is stored. Parents will be notified before implementation. This will replace the need to hold visitors' licenses while they are in the building.
- Superintendent Berasi also noted several meetings held with the Police Department over the summer to coordinate efforts among the police department, the district, the school resource officer, town youth services and the Juvenile Review Board.

- Ms. Berasi said she sent 2016-2017 teacher evaluation data to the Board. Approximately 14% of teachers rated exemplary, 85% accomplished, and 1% lower than accomplished.
- Board Chair’s Report
  - No report
- Business Manager’s Report
  - Mr. Hoff said M&J is finalizing bus routes and bus stops and times will be communicated to parents this week. Jackie at M&J has done a great job at improving efficiencies and reducing the time students are on buses.

#### Subcommittee Reports

June 7, June 26 & July 12, 2017 HR/Personnel (Negotiations) Subcommittee meeting – Board member Service said negotiations are continuing and going well. They will be meeting again on August 2 and August 8.

#### Future Business

None

#### Adjournment

Beiter moved, D’Ostuni seconded to adjourn the meeting at 7:09 p.m.

#### Executive Session

Sepko moved to go into executive session at 7:09 p.m. in the Central Office Conference for the purpose of pending claims and litigation. D’Ostuni seconded the motion and all members voted in favor.

D’Ostuni moved to come out of executive session at 8:35 p.m. Sepko seconded the motion and all members voted in favor.

*Minutes are subject to approval at the next meeting on August 21, 2017.*

Respectfully submitted,

Lori D’Ostuni  
Secretary