

**BOARD OF EDUCATION  
WEST HAVEN, CONNECTICUT  
AGENDA #03  
REGULAR BOARD MEETING**

**February 5, 2018  
Board Meeting Room  
6:00 PM  
Page 1 of 3**

**A. Call to Order, Rosemary Russo, Chairwoman of the Board of Education**

**A.1. Pledge of Allegiance**

**B. Public Portion of Meeting**

**Resolved:** It shall be the policy of the West Haven Board of Education for individual members, if they so desire, to engage in dialogue with members of the general public during the time allowed on its agenda for public participation.

Dialogue must be confined to information gathering purposes and at no time will individual persons or personnel be the subject of discussion.

It is understood that the Board Members and Administration will be given adequate time to research any inquiry resulting from such dialogue and shall do so on specific direction of the Chair. It will be the authority of the Chair to cut off dialogue at any time it deems feasible.

**C. Reports:**

**C.1.a. Administration/Status of Schools**

**Project Team – Update on the WHHS Project**

**Rich Weber and Carrigan Staff to discuss the school's involvement with DonorsChoose.org and their appearance on Good Morning America**

**C.1.b. Student Representatives**

**C.1.c. Board**

**C.1.d. Committee**

**D. Pursuant to Robert's Rules of Order** the following questions are subject to the Board's vote without debate. Should a member choose to debate a specific question, he will move to lay the question on the table, and it shall become the first item of New Business. The Board will then vote on the remaining questions.

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6:00 PM  
Page 2 of 3**

**D.1. Approval of Minutes**

**D.1.a. West Haven Board of Education Regular Board Meeting** was held in the Board of Education Meeting Room, City Hall, 355 Main Street, West Haven, CT on Tuesday, January 16, 2018 at 6:00 PM.

**D.1.b. West Haven Board of Education as a Whole for Finance** was held in the Board of Education Meeting Room, City Hall, 355 Main Street, West Haven, CT on Monday, January 29, 2018 at 6:00 PM.

**D.2. Resignations: (Certified)**

**18-05 Joseph Pisano**, Junior Varsity Baseball Coach  
Effective: January 24, 2018  
Reason: Personal

**D.3. New Hire: (Certified)**

**D.4. New Business**

**18-06 The West Haven Board of Education approval of the 2017 – 18 Consolidated Alliance and Priority School District Application**

**Move to Approve**

**18-07 The West Haven Board of Education approves the 2018 – 19 School Calendar**

**Move to Approve**

**18-08 The West Haven Board of Education approval of the Revised Educational Specifications for the WHHS Project**

**Move to Approve**

**BOARD OF EDUCATION  
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Page 3 of 3**

**F. Informational**

- F.1. Special Meeting – Student Expulsion Hearing.** January 9, 2018  
at 9:57 a.m. (enclosure)
- F.2. Correspondence from Joseph Lucibello** requesting to post staffing positions  
for the Special Education Summer School Program at Savin Rock School
- F.3. Nicole Randolph**, 48 Jones Street, West Haven, CT 06516  
Successful Bid to Ten Month Driver/Production Worker – Food Services  
Effective Date: January 29, 2018
- F.4. Christine Cummings** Extension of Child Rearing Leave through February 28, 2018  
with a return to work date of March 1, 2018.

## Marylou Amendola

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**From:** Jonathan Capone  
**Sent:** Wednesday, January 24, 2018 6:43 AM  
**To:** Marylou Amendola  
**Subject:** Fwd: Baseball

#18-05

Can you get this on the next agenda. Thanks. Jon

Sent from my iPhone

Begin forwarded message:

**From:** Joseph Pisano <[Joseph.Pisano@whschools.org](mailto:Joseph.Pisano@whschools.org)>  
**Date:** January 23, 2018 at 7:11:23 PM EST  
**To:** Jonathan Capone <[Jonathan.Capone@whschools.org](mailto:Jonathan.Capone@whschools.org)>  
**Subject:** Baseball

I just wanted to inform you that I will be stepping down as the junior varsity baseball coach.

Thanks

Joe Pisano

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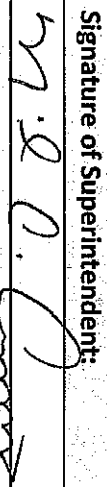
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#18-06

### 2017-18 Consolidated Alliance and Priority School District Application

Directions: Using the space provided below, please identify a main point of contact for the 2017-18 Consolidated Alliance and Priority School District (PSD) application, and provide that individual's contact information.

<b>Local Education Agency:</b>	
West Haven School District	
<b>FY 2018 Alliance District Allocation:</b>	<b>FY 2018 PSD Allocation (if applicable):</b>
\$3,741,184.00	N/A
<b>Contact Person:</b>	<b>Contact Title:</b>
Anne P. Druzolowski	Assistant Superintendent
<b>Telephone:</b>	<b>E-mail Address:</b>
203-937-4322	Anne.Druzolowski@whschools.org
<b>Name of Superintendent:</b>	
Neil. C. Cavallaro	
<b>Signature of Superintendent:</b>	<b>Date:</b>
	1-16-2018
<b>Name of Board Chair:</b>	<b>Local Board Approval of Plan (Yes/No):</b>
Rosemary Russo	Pending Board Approval February 5, 2018
<b>Signature of Board Chair:</b>	<b>Date:</b>

July				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

August 7/5				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

September 17/17				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

October 22/21				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

November 19/18				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

December 15/15				
M	T	W	TH	F
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10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

January 21/21				
M	T	W	TH	F
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14	15	16	17	18
21	22	23	24	25
28	29	30	31	

February 18/18				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

March 21/21				
M	T	W	TH	F
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11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

April 17/17				
M	T	W	TH	F
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8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

May 22/22				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

June 5/5				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

- Holidays**
- July 4: Independence Day (Non-Cert Holiday)
  - Aug. 21, 22 new teacher orientation
  - Aug 23 & 24 Para Prof Dev – full day
  - Aug 23: Prof. Development (CEU) Staff Report
  - Aug 24: Teacher Orientation (1/2 day for teachers)
  - Aug 27: **School Opens, Full Day for Students**
  - Sept. 3: Labor Day (Non- Cert Holiday)
  - Sept 10: Rosh Hashanah
  - Sept 19: Yom Kippur
  - Oct. 8: Columbus Day (Non-Cert Holiday)
  - Nov. 6: Election Day (No School for students) (Professional Day for Staff)
  - Nov. 12: Veteran's Day Observed (Non-Cert Holiday)
  - Nov 21: Half-Day for Students
  - Nov. 22 & 23: Thanksgiving (Non-Cert Holidays)
  - Dec 21: Half-Day for Students
  - Dec. 24 – Jan 1: Winter Recess (Dec 24 & 25, Jan 1 Non-Cert Holidays)
  - Jan. 21: Martin Luther King Day (Non-Cert Holiday)
  - Feb. 18 & 19 -Winter Break (Feb 18 Non-Cert Holiday)
  - April 15 -19: Spring Recess (April 19 Non-Cert Holiday)
  - May 27: Memorial Day (Non-Cert Holiday)
  - June 7: Last Day of School
- \* Refer to Parent Visiting Schedule for Add. Dates

**Report Cards**  
Parents can review up to date grades & information by signing into: <https://ps.whschools.org>

**Kdg.- Grade 4:** December 14, March 21, Last Day of School  
**Grades 5-6:** November 16, February 5, April 11, Last Day of School  
**Grades 7-12:** November 16, February 5, April 11, Last Report Card Mailed Late June, Early July

**Parent Visiting Day**

- October 22: High School (No school for High School Students)
- October 23: Carrigan School- (No school for Carrigan School Students)
- October 24: Elementary School (No school for Elementary School Students)
- October 25: Bailey School (No school for Bailey School Students)

**Parent Visiting Night**

- March 18: High School ( ½ day session for High School)
- March 19: Elementary School ( ½ day session for Elementary School)
- March 20: Carrigan School ( ½ day session for Carrigan School)
- March 21: Bailey School ( ½ day session for Bailey School)

**Ranking Periods**

**Kindergarten – Grade 4:**  
 August 27 – November 29: 60 Days  
 November 30 – March 7: 60 Days  
 March 8– June 7: 60 Days

**Grades 5-12:**  
 August 27 – November 2: 45 Days  
 November 5 – January 22: 45Days  
 January 23 – March 28: 45 Days  
 March 29: – June 7: 45 Days

**Staff Development**  
**(Half day session for students)**  
 October 3, January 9  
 February 6, March 6  
 April 3, May 22

**Color Code**

**No School**

**Parent Visiting – see schedule at left for your child's school hours**

**Half day session for students**

> Signifies Non-Cert Holidays  
 Student Days = 180  
 Teacher Days = 184

Snow days will be added on after **June 7**. If there are more than 5 snow days or school closings, the BOE reserves the right to amend this calendar.

#18-08

**The West Haven Board of Education approval of the  
Revised Educational Specifications for the WHHS Project**

F.1.

**WEST HAVEN Board of Education/Directors :**

Minutes of Special Meeting; Student Expulsion Hearing

**Date of Hearing: 1/9/2018**

The WEST HAVEN Board of Education convened a special meeting for the purposes of conducting a student expulsion hearing. The meeting was called to order at 957 am by Michael W Mackniak, Impartial Hearing Board.

**Executive Session**

The Board moved into Executive session at 958 am, pursuant to the Freedom of Information Act, specifically Connecticut General Statutes Section 1-200(6)(E) and 1-210(b)(11) and (17), as the student involved, their educational records and personally identifiable information contained in those records were likely to be discussed.

The following persons were invited into executive session:

- Admin Designee Karen Lafo, Admin Designee
- Admin Designee
- School Resource Officer
- Attorney for Administration
- Student who is the subject of this expulsion proceeding
- Parent/Guardian of the Student who is the subject of this expulsion proceeding
- Student Representative
- Attorney for the Student
- Other
- Other
- Other
- Court Reporter Cathy Panza

The Board moved back into public session at 1005 am

**Order**

The Student is hereby expelled from the WEST HAVEN Schools beginning 1/9/2018, for the remainder of the 2017-2018 academic year ("the Period of Expulsion). Except as specifically allowed by the Administration the Student shall not be on WEST HAVEN School grounds for any reason, shall not attend any school function or activity, and shall be denied all school privileges during the period of expulsion.

The Student maybe eligible for early re-entry to school on or about the first day of the fourth marking period of the 2017-2018 academic year, if conditions established by the administration and/or agreed upon by the parties in the written stipulated agreement are met. At a minimum, in order to be considered for early re-entry the student shall meet the



following conditions precedent:

- a. The Student will have regular attendance at his alternative educational opportunity to be afforded him/her as determined outside of this hearing between the parties or by a PPT and will successfully complete instruction.
- b. The Student shall commit no further violation of Board of Education disciplinary policies either on or off school ground.

In the event the Student fails to comply with any of the conditions set forth above, or any additional conditions established by the parties hereto, the Student will not be eligible to return to school on the early re-entry date and will remain out of school receiving an alternative education opportunity through the expulsion period.

During the period of expulsion, the Student will be placed on a probationary status. If the Student violates or commits any offense on or off school grounds which s/he could be suspended or expelled for pursuant to Board of Education/Director's Disciplinary Policy, in the administration's discretion, the Student will be required to serve out the remainder of the expulsion period. In the event the student is a special education or "504" student this determination may be made by the administration, if after conducting a Manifestation PPT, it is determined that the new misconduct is not a manifestation of the student's disability. The administration would not be prevented from also seeking a new expulsion for the new misconduct.

During the Period of Expulsion, the Student shall be provided with an alternative educational opportunity. In the event the student is a special education or "504" student, the alternative education shall be consistent with his special education needs based on the recommendations of a reconvened PPT. The Student's participation and attendance at his alternative educational opportunity will be treated as time in school for the purposes of advancing to the next academic grade and toward achieving status/credits toward graduation.

The Administration, Student and his/her parents hereby agree to keep this agreement confidential and agree not to share verbally, in writing or via electronic communication or other means, the substance of this agreement with any individuals including members of the School community unless otherwise ordered by a court. Failure to keep this agreement confidential will be treated as a violation of the agreement subjecting the Student to fulfillment of the entire expulsion period as set forth herein.

Any written agreement of the parties shall be attached hereto and made a part hereof. Any discrepancy between this order and the written agreement shall be construed in favor of said agreement.

  
The meeting was adjourned at 1007 am



# WEST HAVEN DEPARTMENT OF EDUCATION

*"Schools Committed to Excellence"*

P.O. Box 26010, West Haven, Connecticut 06516  
Telephone 203-937-4333 Fax (203) 937-4312

F.R.

## PUPIL SERVICES DEPARTMENT

JOSEPH LUCIBELLO, *Director*  
JAMES TURCIO, *Assistant Director*  
KAREN LAFO, *Assistant Director*

February 1, 2018

Neil Cavallaro  
Superintendent of Schools  
West Haven Board of Education

Dear Mr. Cavallaro:

I am requesting to post the staffing positions for the Special Education Summer School Program at Savin Rock School. The program will run from Monday July 2, 2018 to Friday July 20, 2018.

Please note: The total number of positions will be determined by the number of students who are recommended by a PPT for extended year services.

- Director
- Special Education Teachers
- Speech Pathologists
- Medical Paraprofessionals
- School Nurse

Sincerely,

Joseph Lucibello, Director  
Pupil Services Department

F. 3.

# WEST HAVEN PUBLIC SCHOOLS



*"Schools Committed to Excellence"*

P. O. Box 26010


West Haven, Connecticut 06516

Telephone: (203) 931-6825 Fax: (203) 937-4319

Jolene Barnes  
Personnel Director  
[jolene.barnes@whschools.org](mailto:jolene.barnes@whschools.org)

31 January 2018

To: Neil Cavallaro  
Superintendent of Schools

From:  Jolene Barnes  
Personnel Director

Subject: **Successful Bid**

Vacancy to be Filled: Ten Month Driver/Production Worker  
Food Services

Successful Bid: Nicole Randolph  
48 Jones Street  
West Haven, CT 06516

Present Position: Four Production Worker  
West Haven High School

Date of Employment: September 22, 2014

Effective Date: January 29, 2018

Cc: Meg Kingston, Director of Food Services  
Theresa Carlucci, Payroll  
Teresa Heaney, AFSCME Local 2706 Union President  
Board Agenda/Informational  
Personnel File

# WEST HAVEN PUBLIC SCHOOLS

P.4



*"Schools Committed to Excellence"*

Mailing Address: P.O. Box 26010 West Haven, CT 06516

Location: 355 Main Street, West Haven, CT 06516

Office: (203) 931-6825 Fax: (203) 937-4319

Jolene Barnes

Personnel Director

jolenebarnes@whschools.org

## MEMORANDUM

26 January 2018

**TO:** Christine Cummings  
**FROM:** Jolene Barnes  
**SUBJECT:** Extending Child Rearing Leave

### Sent via Email

Your Child Rearing Leave is being extended through February 28, 2018 with a return to work date of March 1, 2018 at your request. This is a revision from the original letter sent on November 28, 2017.

As previously stated Child Rearing Leave is without pay. Other areas that have an impact from taking a Child Rearing Leave are:

- Teacher Retirement contributions
- Any salary step movement for the next school year
- Costs for any continued medical insurance you may have with us

Please feel free to contact Theresa Carlucci in payroll for any salary questions or Nicoletta McMinn for any benefits questions you may have. I am also available to assist you at any time.

Cc: Neil Cavallaro, Superintendent of Schools  
AmyJo Palermo, Principal  
Kristen Scanlon, WHFT Union President  
Theresa Carlucci, Payroll  
Nicoletta McMinn, Benefits  
Board Agenda (Informational)  
Personnel File

*D. Russo*

**WEST HAVEN BOARD OF EDUCATION**

**January 16, 2018**

**Regular Board Meeting**

**Board's Meeting Room**

The Regular Meeting of the Board of Education was held on January 16, 2018 in the Board's Meeting Room on the second floor of City Hall, 355 Main Street, West Haven, Connecticut. The meeting was called to order by Rosemary Russo, Chairwoman of the Board of Education at 6:00 p.m. The meeting opened with a pledge to the flag.

**BOARD MEMBERS**

**IN ATTENDANCE:**

- Rosemary Russo, Chairwoman
- Robert Guthrie, Vice Chair
- Susan Walker, Secretary/Treasurer
- Lauren A. Aceto
- Patrick Leigh
- James W. Morrissey
- Karen Pacelli

**BOARD MEMBERS ABSENT:**

- Patricia Libero
- Rosa Richardson

**ADMINISTRATORS PRESENT:**

- Neil Cavallaro, Superintendent of Schools
- Anne Druzolowski, Assistant Superintendent
- Matt Cavallaro, Director of Finance

**CITY OFFICIALS PRESENT:**

- Mayor Nancy R. Rossi

**STUDENT REPRESENTATIVES**

**PRESENT:**

- David O'Brien

Chairwoman Russo welcomed everyone and thanked them for coming out on such a cold night. Before starting with the public portion Chairwoman Russo asked that board members raise their hand before speaking so everyone gets a turn; just like in school (laughter). Thank you.

**B. Public Portion of Meeting**

Jon Capone, 326 Benham Hill Rd., West Haven, CT the Athletic Director and Coordinator of Physical Education for the City of West Haven. Tonight he is speaking on behalf WHAA and a lot of the members who are here. You have the Winkle Bus Contract in front of you and we would like to say a few words as I speak for WHAA.

Some words to describe working with Craig Winkle and his entire staff are professionalism, flexibility, cooperation, a partner, very approachable, above and beyond the call of duty, his follow-up is tremendous and I could go on and on. Working with him and all the principals and myself as the athletic director in all the extra school activities . Craig is on top of everything. At his yard he is constantly in communication with everybody and everyone has his call number. Everyone knows when you call Craig Winkle he will pick up the phone. When you give him a problem he will solve it; he is not going to put it back in your lap. On a personal note with the closing of the gym this year at the high school we had to maneuver some teams around for practices and I asked Craig for cooperation with busses to move students to an elementary school and there was no hesitation whatsoever; it worked smoothly. His drivers are always polite and a lot of the coaches always request certain drivers for their teams; it is like a good luck charm. The principals work with Craig and on the first day of school when everybody is nervous; are the bus routes right, are the bus route busses on time. They constantly work with Craig and he is there the next day trying to fix everything whatever it may be and usually though there are no problems because he has it down pat. On behalf of WHAA tonight we would like you to endorse this contract and send it over to the city council. Craig Winkle has been a great asset to the city of West Haven on a day to day basis and they help our children. Thank you. The board thanked Mr. Capone.

Chairwoman Russo asked three times if anyone would like to address the board this evening. There were no other speakers.

## **REPORTS**

### **C.1.a. Administration/Status of Schools**

Superintendent Cavallaro said he has some reports tonight but wanted to turn this over to Roger LaFleur our project manager for the Carrigan roof project. Tonight you will hear Roger talk about the project. The board's role tonight is to accept the project as completed. Once this is done we submit to the state for the reimbursement rate so the money will then go back to the city.

Roger LaFleur thanked the board for having him here tonight. He stated he was the project manager for the Carrigan Intermediate School Roof. The original project estimate was 2,508,000.00. The actual project cost came in at 2,165,000.00 about \$330,000.00 under budget. The existing previous roof was completely ripped down to the metal deck which is a requirement by the state. The deck was found to be in excellent condition so the roofer just had to put the new roof on. The roof is an 80,000 sq. ft. 2-ply modified Bichman Roof which is a very good quality roof with white stone gravel embedded on top of it. We eliminated the weight from the old roof and probably gained back about 4 pounds per sq. ft. with the new roof. The new roof also included all new flashings and internal roof drains and new secondary drains as well. In terms of moving water off that roof you are in very good shape. The project was completed over the summer and several inspections occurred with the local building official and Fire Marshall. Mr. LaFleur worked closely with Frank Gladwin while he was here and Mike Esposito. The final inspection occurred on November 29<sup>th</sup> and the last two remaining items were completed. The roof project was accepted as complete by the manufacturer Garland

Roofing who will provide a 30 year warrantee once the final payment to the contract has been received. The building committee also accepted the project as complete last week. This is what we need the board to do tonight and I am here to answer any questions.

Superintendent Cavallaro said this is part of the large scale project at Carrigan which the board is aware of and during a budget meeting today Mayor Rossi wanted to know about our capital request. Our priority is to complete the door and window project at Carrigan which is the next phase there so would you talk about that. Mr. LaFleur said our grant application was submitted last year and it has been accepted and approved by the state for doors and windows, an upgrade to the electrical system, solar panels on the roof which will greatly reduce the electricity cost to the school and new controls as well. Controls really control the boilers and helps the system run efficiently; you will see significant savings.

Patrick Leigh asked if the new roof is all set to take on the solar panels. Yes. All of that is engineered and has to go through the review process as well.

Jim Morrissey said you said the project was about 2.5 M and you got it done for about \$330,000.00 less so did you use that money for other needs. Mr. LaFleur said you can't. The state sets aside what you say you are going to use and when the invoices come in at less that is what you get. Since you saved \$330,000.00 would the state look favorably if we need something else for that school that we can bid something else on down the road. Mr. LaFleur said with the environment the state is in right now he would be highly doubtful. However if there were something that qualified for a state grant then you could put together an EDO-49 Grant Application, submit it and make note that there was additional money saved on previous projects. A further discussion took place.

Bob Guthrie said for the benefit of the board this roof is considered a 30 year roof. Mr. LaFleur said yes that is correct.  
The board gave thanks.

Superintendent Cavallaro said on Monday, February 5<sup>th</sup> which is our next regular meeting the project team for the high school will attend and report to you. Enrollment is an issue there is no question it is an issue but what they are waiting for is to look at all of the bids that come in to see where we stand. It is my hope that the team will present some options to you at the next board meeting. The enrollment issue needs to be addressed and we are in the process of doing that.

Patrick Leigh asked if there is a hard date for those bids to be in. Some of them were due last Friday and over the next week or so the remaining bids are coming in. Patrick said so all bids should be in by February 5<sup>th</sup>. Superintendent Cavallaro said prior to that so we can make some decisions and present them to you.

Chairwoman Russo said when you say the project team is coming is that CREC?  
Superintendent Cavallaro said that is CREC, Antinozzi, Gilbane and Jim Twitchell who

can talk about the abatement and give you a final report on that phase of the project. Chairwoman Russo said that is great thank you.

Superintendent Cavallaro said next week we are having a meeting with the state delegation and Chairwoman Russo will attend this with us. We think it is important to inform the entire delegation and have them on our side when we make our presentation. Patrick Leigh asked where the meeting is being held. It is tentatively scheduled for 10:00 AM next Monday in his office. We are meeting with our delegation prior to going to Hartford. If a couple of board members want to attend check with Rosemary first and that will be fine but we can't have a quorum.

Superintendent Cavallaro said the first meeting in March we will have a meeting by the high school to present to you NEASC's findings and more importantly where we go from there.

Superintendent Cavallaro is sure everyone saw his letter asking you to support the Winkle waiver of bid and that contract is subject to the Municipal Advisory Review Board MARB and we are in the process of going through CASBO which is the business manager's organization in trying to get some comparisons so we can make a strong case for ourselves.

Superintendent Cavallaro is the moderator for the Spelling Bee tomorrow at 10:00 AM and hopes everyone will attend.

Midterms are scheduled to start on Thursday at WHHS. Patrick Leigh asked what if there is a snow day. Dana said if there is a snow day tomorrow at the high school midterms will begin on Friday and go through Wednesday rather than Tuesday. The board gave thanks.

#### **C.1.b. Student Representatives' Report**

David O'Brien gave the student report for tonight's meeting. The report follows.

The WHHS midterms are approaching and students are busy studying. Midterms begin Thursday and continue until Tuesday.

Auditions began today for the spring play "Spelling Bee" and we hope all of you will join us when it's show time on March 23<sup>rd</sup> and 24<sup>th</sup>.

Students were very excited last week to meet Heisman winner Baker Mayfield. He spoke to students about hard work and dedication; he was very inspiring.

Children's Theatre Show, "The Adventures of Rose Red" Snow White's younger sister is on February 10<sup>th</sup> at 10:00 AM and 11:30 AM. The board thanked David.

#### **C.1.c. Board**

Jim Morrissey said he went to the retirement last week at the high school rink for Robert Fumiatti's number and it was a well-attended ceremony. He thanked the board again for approving the retirement of his number. It was well deserved and his family was very



excited and happy that this was attended by a great number of West Haven High School former hockey players and his friends and family.

Jim Morrissey asked if the students are in the shop classes. Superintendent Cavallaro said yes they are and asked Dana if everything is up and running. Dana said yes they have been in there a couple of weeks and the last thing they had to do was get another phone line installed and that was done and the students are there and working. Jim is concerned because last week they talked about the shortage of classes at the new high school and his concern is that the shop classes are the first to get cut and as a board member he is totally against that and he wants to make that perfectly clear tonight. He hopes there is no intent that the shops would possibly get the first knife if we have to accommodate some classes. Has this been discussed? Superintendent Cavallaro said his understanding is that if anything we are looking to add some classroom space back and remember that you heard Attorney Dugas remind you guys that as the board you are in charge of the program. No program can be cut from that project without prior approval from the board.

Patrick Leigh asked if MARB has a say on anything we passed regarding things at the high school. Superintendent Cavallaro doesn't believe so as the money is set aside and the state has been holding it for nine years. Patrick means decision wise if they don't like our decision can they say we don't like that decision here is how we want it to work? Superintendent Cavallaro doesn't know the answer to that but he is going to say no with a lot of qualifications because we are being conservative now and are getting the bids in and a couple came in lower than expected but that doesn't mean they all will. Ultimately the building committee and the city are going to decide is it worth spending an extra million dollars, and I am just throwing a number out there, to accommodate 300 more kids and we are good for the next 20 years. At some point these decisions will have to be made however none of us are in a position to answer that question right now. Patrick wonders if MARB has any decision ability on the bids that are accepted. Neil doesn't believe so. With the Antinozzi's who have built schools and with Gilbane who builds schools around the northeast Superintendent Cavallaro feels confident that they will get a good price and because of who they are multiple bidders where we won't be subject to one bid.

Karen Pacelli attended the hockey game where they retired Bob Fumiatti's number and it was a good turnout and she felt honored to be able to attend.

Bob Guthrie attended Bailey's Winter Choral Concert and they had to break it up into four sections so the students could fit between the three seventh grades and the eighth grade band and also the jazz band. It was nicely done and well supported by the parents and the students.

Susan Walker said last week we lost one of our retired teachers Louise Yeager who taught math at WHHS for a very long time. She was my teacher and I have been out of high school for a very long time. She was a wonderful, very sweet lady. Chairwoman Russo asked for a Moment of Silence for Louise Yeager.

Mayor Rossi attended the Hockey Game and it was a great turnout and such a very nice tribute to family.

Chairwoman Russo also attended the Hockey Game it was great and it was nice to see his kids were so touched. It was wonderful.

Chairwoman Russo said on your desk you have a list of committees and the chairperson and members of each committee. She would like the committees to meet regularly and have the Chair of each committee give her a schedule of when you would like to meet and we can figure out definite dates. This has been one of our weak spots and we need to pick up with this. Chairwoman Russo also said the City Council has Portia Bias as a liaison to the BOE and she talked with Mayor Rossi and she invited us to have a BOE member be a liaison to the City Council so if anyone is interested in that please let me know and we also need a board representative to the Building Committee; you won't have a vote but we do need representation. Please feel free to let me know if you have an interest; you all know how to reach me. Lauren Aceto asked if you want to meet once a month. Chairwoman Russo doesn't know if all the committees need to meet once a month but the big committees should or maybe every six weeks. We will see how to make it work. With the rising needs of our students we added Pupil Services to our committee listing. She didn't want to overburden anybody but if you want to join any committee that you are not on that is fine.

#### **D.1. Approval of Minutes**

**D.1.a. West Haven Board of Education Regular Board Meeting** held in the Board of Education Meeting Room, City Hall, 355 Main Street, West Haven, CT on Tuesday, January 2, 2018 at 6:00 PM.

Chairwoman Russo asked for a motion to approve the Regular Meeting minutes D.1.a.

Bob Guthrie made the motion to approve the minutes

Susan Walker seconded the motion

Discussion:

All board members present were in favor

Minutes are approved

**D.2. Resignations: (Certified)**

**D.3. New Hire: (Certified)**

**D.4. New Business**

**18-03 The West Haven Board of Education accepts State Project No. 156-0140 RR, for the Carrigan Intermediate School Roof Replacement project as complete**

Chairwoman Russo asked for a motion to approve item 18-03

Karen Pacelli made the motion to approve item 18-03 The West Haven Board of Education accepts State Project No. 156-0140 RR, for the Carrigan Intermediate School

Roof Replacement project as complete.  
Patrick Leigh seconded the motion  
Discussion  
All board members present were in favor  
Item 18-03 is approved

**D.4. New Business (Continued)**

**18-04 The West Haven Board of Education and current Winkle Bus Agreement to be extended for an additional (5) years**

Chairwoman Russo asked for a motion to approve item 18-04  
Bob Guthrie made the motion to approve the minutes  
Karen Pacelli seconded the motion  
Discussion: Superintendent Cavallaro would add that a recommendation be made to the City Council to pass this.  
Jim Morrissey thinks the Winkle Bus Company does a great job in transporting our students and taking care of our students. For the last two years while he was Chairman of this Board he never received any complaints about Winkle Bus Company. As Mr. Capone said you can call up Winkle Bus Company and Craig Winkle will answer the phone directly; he is that type of person. He is a hands on owner and he employs a lot of people from the City of West Haven and the busses are located in West Haven. He is a little leery about waiving the bid but honestly believes this is a good contract for the City of West Haven. They are a small business and they really care about our students. He would be afraid if we put this out to bid because you never know if you have a big corporate company come in and you don't know who you will be talking to and things like that. Winkle Bus has been with us for a long time and Craig attends a lot of functions in West Haven and is part of this community. The prior board did pass this last year and it coming to us again. Jim sees no reason why we don't act upon it again and refer it to the City Council for their approval. As Superintendent Cavallaro did say it has to go before MARB but Jim believes if we explain to them it is a good contract for our city and will save us money long term and he doesn't see why MARB wouldn't approve this contract. Jim said he is definitely for this contract with Winkle Bus. Thank you.

Mayor Rossi said this never made it to the City Council the last time for a vote. What should be done next as long as this body approves this is a bid waiver form should be filled out with Kevin McNabola with the Superintendent signing off on it and giving a copy of the minutes with it. With the proposal it can go before the City Council we have three weeks. Even if the City Council approves this it will still have to go before the MARB and they are asking that we send stuff up as we get it. The sooner we can get this information there and see what they have as far as feedback, rather than putting it before the City Council and then sending it up, kind of like what happened with the labor contract. They are saying we should send stuff up as we get it. Superintendent Cavallaro interjected the question they want it prior to the City Council? Yes, they want it first and that is what even happened with the labor agreement that we were able to get some questions answered where their concerns were. They do have the jurisdiction to preside

over all of the contracts and anything at all like that. This way we can get some answers to questions and if they need additional information give them whatever it is. Mayor Rossi's hope is that this will be approved because she agrees it is a way of saving money and that is what we are supposed to be doing. We also know how good they have been to our city and our students and everybody feels comfortable and safe with them. Craig is at pretty much every event Mayor Rossi has had and he gives back to the community in that way and they are a community minded business as well. Unfortunately we do have this MARB review and we have to comply with their rules because they have final say on everything. Thank you.

All board members present were in favor

Item 18-04 is approved

**F. Informational**

F.1. Special Meeting – Student Expulsion Hearing, December 21, 2017  
at 8:20 a.m. (enclosure)

F.2. Special Meeting – Student Expulsion Hearing, December 21, 2017  
at 8:30 a.m. (enclosure)

Chairwoman Russo asked for a motion to adjourn

Karen Pacelli made the motion

Jim Morrissey seconded the motion

All board members were in favor

The meeting adjourned at 6:40 PM

Respectfully submitted,

Marylou Amendola

Board Secretary

D.1.6.

**WEST HAVEN BOARD OF EDUCATION**  
**January 29, 2018**  
**Special Meeting as a Whole for Finance**  
**Board of Education Meeting Room**

The Special Meeting of the Board of Education as a Whole for Finance was held on January 29, 2018 in the Board's Meeting Room on the second floor of City Hall, 355 Main Street, West Haven, Connecticut. The meeting was called to order by Rosemary Russo, Chairwoman of the Board of Education at 6:00 p.m. The meeting opened with a pledge to the flag.

**BOARD MEMBERS**

**IN ATTENDANCE:**

Rosemary Russo, Chairwoman  
Robert Guthrie, Vice Chair  
Susan Walker, Secretary/Treasurer  
Lauren Aceto  
Patrick Leigh  
James Morrissey  
Karen Pacelli

**BOARD MEMBERS ABSENT:**

Patricia Libero  
Rosa Richardson

**ADMINISTRATORS PRESENT:**

Neil C. Cavallaro, Superintendent of Schools  
Anne Druzolowski, Assistant Superintendent  
Matt Cavallaro, Director of Finance

**CITY OFFICIALS PRESENT:**

Mayor Nancy R. Rossi  
Kevin McNabola

Chairwoman Russo turned the meeting over to the Finance Committee Chairman Patrick Leigh who turned the meeting over to Matt Cavallaro, Director of Finance. Matt reviewed the 2018-2019 proposed budget with a 1.92% or a little over 1.7 million dollar increase from last year's budget. Matt discussed the reason for the increase. Salaries will increase due to contractual obligations. Karen Pacelli asked if there were new positions. Matt stated, the Special Ed Position is new and the Math and itinerant are replacements. Special Education Tuition is increased at about \$100,000.00 over the current year's budget and makes up just under 9% of the budget. We need to keep up with rising special education tuition costs. As enrollment drops in some places in the district, the Special Education student population is rising. Special Ed as a whole currently represents 27% of our total operating budget when you take in consideration of tuition, transportation and salaries. Patrick Leigh asked if the tuition range of \$45,000 to \$150,000 is the average bottom and top range or do we service children that cost a lot more? Matt stated those are the base prices; depending on the needs of the student it could be higher. Excess Cost Grant is a State reimbursement for Special Ed costs for students who live in

this district whose outplacement tuition exceeds 4.5 times the cost of a regular student or we are reimbursed 100% if the state places the student in our district because they don't have a home district. This doesn't cover transportation just tuition. Transportation there will be no increase due to possible contract extension. The chart in the handout shows that the other towns are not close to Winkle's low pricing. We are getting a very good deal with Winkle.

Matt then discussed the Health Benefits and Fixed Charges. There is an increase of \$163,000 over the current year's budget. The new plan is stabilizing costs. For the Health Insurance Plans we are projecting a 2.5% increase to offset the unions still in the old plan. Patrick Leigh asked with the previous benefits, if we didn't change, what would we have paid this year? Matt will get that information to him. The Workman's Comp line item has been decreased \$200,000 for fiscal year 2018/19 based on historical data. James Morrissey asked why it has gone down so dramatically over the last several years. Matt said less injuries and a new company overseeing the workman's comp. We went to PMA which now oversees it. Neil asked Jolene Barnes, Personnel Director who was in the audience to comment. Jolene stated we did have some catastrophic injuries in previous years and we haven't seen that in the past couple of years so it has kind of stabilized and a little luck was involved. Jim Morrissey said let's hope luck continues. Patrick Leigh asked if we had oversight to minimize fraud. Neil said that is what PMA does.

Matt continued with the Operation of Plant. There is a very small increase over the current year budget. There are just a few increases to utilities to keep in line with rates and usage. There is a second round of the Alliance Construction Grant and what we do with that money will create our boilers and our mechanics to become even more efficient which will result in even greater savings. Rosemary Russo asked Neil if he had a plan as to where that money was going to go. Neil Cavallaro said the board voted and approved the plan. We are now in the process of putting out RFP's for all of the projects. The priorities are boilers at Savin Rock, Bailey and three intercom systems at Washington, Carrigan and Savin Rock. It also includes replacement controls for Carrigan.

Matt continued with stating that Purchased Services and Instruction had no increases. James Morrissey asked if he didn't think we would need more school supplies or anything of that nature. Neil Cavallaro stated that purchase services also include attorney fees and there are no up-coming negotiations this year. James Morrissey wants to make sure teachers get their supplies; this concerns him. Matt stated we use these line items and the grants to offset and supplement that. Anne said the Alliance Grant allows us to maintain our professional learning and also provide those materials to support those whether they are papers, books, kits etc. Title One also helps support the most needy schools and those happen to be some of our largest buildings and we are allowed to use that money to buy materials and supplies. We are able to use it for Staff Development and the materials with the bulk of it having to go to the Title 1 Schools. Neil added it is used also for licenses for software. Anne stated that we have evaluation software, NWEA is the other software to do spot checks 3 times a year used for student performance it is standardized data and for instructional thesis the Library Folet

System. We will purchase more media technology, instructional software for the classroom and support staff. The state has no more funds for technology.

Matt stated the ECS Grant and local funding is getting back to a 50/50 split which is what it should be. Matt asked if there were any questions. Patrick said one of the things we need to evaluate is what this means for the tax payers of West Haven. We are asking for an increase of 1.7M and he believes a mill in West Haven runs about 3 million; so that is a little over half. He doesn't know if anyone looked to see maybe Mayor Rossi if you evaluated if that means a substantial mill rise. Mayor Rossi said the board is the first to bring forth their budget right now so I haven't looked at the other departments. She did meet with the Superintendent and Matt this afternoon along with Kevin McNabola, who is here as well, and she is going to do her absolute best and of course I always believe in supporting education. She doesn't have all the pieces yet of all the other city side department budgets along with the projection on the state revenues. Kevin said hopefully by the 2<sup>nd</sup> week of February. Mayor Rossi has not sent anything to the MARB yet because she wanted to make sure this body approves it and we will be forwarding this packet to the MARB along with the additional Winkle information to see if they will be on board with the bid waiver. Hopefully we will get it back and to the City Council Agenda because it needs to be voted on by the City Council as well. Our next MARB meeting, she doesn't know what will be on the agenda, will be at 10:00 AM on February 8<sup>th</sup> which is a week from this Thursday. I don't know where it will be held yet. Anyone that wants to attend, it is open to the public. They will not address you or speak to you but you can sit there and listen. If there are questions you want me to ask I would be more than happy to because we are all in this together. Neil said in May we will look at retirements and we will look for some savings. When we showed Patrick the seniority list the other day one of the dilemmas you saw we were in was trying to offer some kind of incentive but it looks like that is going to be difficult; but we haven't ruled it out there are always things we can do. With the MARB in place, it will be a little bit more difficult to go to the unions and say are you willing to look at opening your contract or giving back for an extension. There will be a little bit of anxiety on their part to open the contracts and have somebody saying no; we won't accept that. Those are some of the challenges we will face this year. We will get creative but Neil doesn't see an early retirement yet. He sees some reluctance with the unions to open a contract at this point. If you look at the raises we have given out and the sacrifices our employees have made over the years including wage freezes, give backs of benefits Neil doesn't feel he will have a difficult time justifying our spending needs when you look at what our employees have given back over the years. Neil's expectation of MARB is to not just throw a number at them it is his hope that you have a pretty diverse group of people there and experts in the finance area. There is a former mayor, Mayor Jackson the Mayor of Hamden, there are some labor people on there and some finance people on there and it is his hope they won't just throw numbers at us; they will say here is where we think you can do better or have you looked at these kind of options in order to save money. We will certainly be receptive to that and work with the city.

Robert Guthrie addressed his question to Dr. Druzolowski and said in reading that the state is changing the mentoring program is that going to have a cost that has to be borne by the local district. Dr. Druzolowski stated if we choose to but the way we have designed our plan we

should be in pretty good shape. What it really will do is perhaps put the burden if we do have those mentors in place it may change the configuration of them and what we pay them to be perfectly honest with you but nothing has been finalized. Until it is finalized we are holding back because it is another unfunded mandate. Bob said this is not going to affect just West Haven. Neil said Bob I'm sure you know that CABE and CAPSS have been talking about that as another unfunded mandate and to Neil it is a prime example of the unfunded mandate. Bob said mentoring is not one of those things you can let go the question is who is funding it. Dr. Druzolowski said the difference is the way we have had our evaluation design it is almost a double zap to the beginning teacher because they not only have to have the evaluation required by statute and they get that support within the school they also then have to go through the hoops for a team. The decision has to be made it is an unfunded mandate and she can't meld it into what we are doing and why we are doing it. It is pretty tough for a beginning year teacher; for the first three years in particular. Robert Guthrie said our technology is out dated, when did we last update our technology plan Anne said we did last year with the high school and we recently did the wiring and infrastructure. Now she is looking into Chrome Books again because the importance of computers right now is not just for teaching and learning but unfortunately state testing and they just added another state test in Science which is not all on computer. Bob said the only way we as a board can move our students forward is to put a line item back in there. We had one with \$200,000 in there but that is really a place holder which will be gone through rather quickly but this is the only way we will get the intent of replacing items on a yearly basis. Neil asked what the overall budget on technology is \$320,000 and the Business Network uses that money to refresh old equipment with new equipment and do everything they need for the IT stuff behind the scenes and the servers and wiring. Anne is looking into other ways of acquiring technology in the hands of the students and this is a priority right now. We also need teachers to help kids use the equipment. She would rather say goodbye to the state tests and save us a little money there and just use it completely for instruction. Neil said the issue is the initial investment but it is making the initial purchase of Chrome Books or I Pads or whatever and then keeping the license. We have a lofty goal of putting a computer in everybody's hands but economically we just don't know how to do it. Bob Guthrie said to bump up the line item Matt was talking about would probably be well served. Neil said we can always use more money.

Chairwoman Russo stated she does support this budget since last year we had a zero increase so if you look at this as a two year increase it is really not that large an increase at all but she has two main concerns.

There are paras that have left or retired that have not been replaced and she thinks the number is over 15 in the last two years and that number is a lot of bodies and manpower that has gone. This concerns her because at every meeting we talk about our need for special ed for our kids. Special Ed keeps increasing and we are decreasing the amount of paras. This doesn't make sense because services are going down because you need that extra pair of hands you need that other person to make sure the IEP's are carried out or to just assist with children physically who need more help than others.



Chairman Russo said to piggy back on what Jim said instruction never goes up it seems and for \$30,000; what is that. Our teachers are very creative and we saw this on Good Morning America on Friday but she is also concerned that teachers are still taking money out of their own pocket to buy things for their classroom. She doesn't think there is any other profession where they have to buy their own supplies to complete their jobs. It is good we should get some increase but more money would be better but these are two serious issues with the paras and the needs of our children and this has to be considered.

Jim Morrissey agrees with what Rose said and thinks it is common knowledge the average teacher in the school system takes money out of their own pocket on a regular basis, to supply their student's needs. He also agrees with the budget and is glad to see the increase. He agrees with Rosemary and hears stories all the time that the teachers don't have the services for their students and they do go in their own pockets; thank God for the PTA's they do a good job assisting the teachers and going out of their way and raising money to help our students. He is glad there was an increase but is worried about not having enough money for the average teacher to get the proper supplies to our students. He thanked the teachers for going into their pockets and he is very proud as a board member to have the dedicated staff that we have in West Haven.

Patrick Leigh asked if there was any further discussion. There was none.

Patrick asked for a motion to accept the proposed budget for the fiscal year 2018/19

Rosemary Russo made the motion

Karen Pacelli seconded the motion

All board members present were in favor

Motion passes.

Patrick asked for a motion to adjourn

Chairwoman Russo made the motion

Karen Pacelli seconded the motion

The meeting adjourned at 6:40 PM

Respectfully submitted,

Marylou Amendola

Board Secretary