

**Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education meeting on Tuesday, July 16, 2013 at 7:30 p.m. in the council chambers at 3 Primrose Street.

D. Leidlein, Chair	J. Reed
L. Roche, Vice Chair	L. Gejda
R. Gaines	R. Bienkowski
W. Hart	7 Staff
K. Alexander	5 Public
J.Vouros	3 Press
K. Hamilton	

Mrs. Leidlein called the meeting to order at 7:48 p.m.

Item 1 – Consent Agenda

MOTION: Mr. Gaines moved to approve the consent agenda which included the anonymous donation of \$5,000 to the Newtown High School Yearbook program, the donation from the Northwest Evaluation Association of a modified payment schedule for services over the next three years, various donations to Sandy Hook School in the amount of \$3,936.89, the resignations of Stephanie Carpentiere, teacher at Hawley School, Chris Sadler, teacher at Newtown High School and Kevin Grady, teacher at Newtown High School, and the fall 2013 coaches roster. Mrs. Roche seconded. Motion passed unanimously.

Item 2 – Public Participation (none)

Mrs. Leidlein welcomed Kathy Hamilton back to the Board.

Item 3 – Reports

Assistant Superintendent's Report:

Readers' Workshop:

Dr. Gejda stated that over 60 Newtown teachers participated in the Columbia Readers' Workshop held at Reed Intermediate School. Mary Blair, language arts teacher at Middle Gate prepared the Powerpoint overview of the workshop. Ms. Blair introduced Peggy Kennedy, lead teacher at Middle Gate, Claire Desisto, second grade teacher at Middle Gate, Pam Kohn, reading specialist at Reed, Pia Ledina, library media specialist at Reed, Nadia Papalia, language arts teacher at the middle school, and Cathy Cincogrono, English/language arts coordinator at the middle school. They participated in the presentation.

Ms. Hamilton said that half of the Reed staff are not trained and asked if there was any possibility of training during the school year by staff already trained.

Dr. Gejda said we expected another summer training session next year and we hope to have a consultant this year at Reed. It is also possible to conduct training during the PLCs this year.

Dr. Reed felt it was important to give the new principal the opportunity to work with the staff. There are a variety of options including the possibility to use trainers in the area. Mr. Alexander questioned the organization of the kindergarten libraries.

Mrs. Kennedy said that over this past year we have had parents help us level our libraries. We are working on getting every classroom in line.

Mr. Vouros said we need to know the cost of having the teachers trained and the materials they need.

Dr. Gejda stated that the district curriculum is aligned with common core. We took the units from Readers' Workshop and overlapped into some of the units. We put a three year plan together.

Dr. Reed said we have a three year program to put in with the first year involved in training. Each grade level will be at different places. He complimented the teachers who participated in the workshop.

Mrs. Roche suggested having an inventory of what is needed for anyone who might want to contribute books.

Mrs. Cincogrono said 500 books would be needed in each language arts room which would cost approximately \$50,000 to just get started. Regarding students bringing their own devices, that is a possibility as it would be cheaper than buying them.

Ms. Hamilton asked if schools can interface with companies where a book can be shared.

Mrs. Cincogrono stated that there are apps which would allow that option.

Ms. Ledina said that using Ipads would have issues with billing and sharing. It's complex as to who buys the books.

#### Summer School Report:

Dr. Gejda spoke about some of the courses running this summer.

#### Correspondence:

Mrs. Leidlein received a letter from Dr. Salvatore regarding the dates for the administrators' contract negotiations. She and Mr. Alexander would be involved with that contract. She also received a communication from PB&S Commission regarding the interview process for the firms that bid on Sandy Hook School. She asked for Board members interested in taking part in the interviews.

The date for the town meeting to approve the \$750,000 for this process is July 24 at 7:30 p.m.

Mrs. Roche submitted a letter to the Board which addresses attendance by members at Board meetings.

#### Superintendent's Report:

Dr. Reed spoke about law the State passed which stated that superintendents cannot use school media to notify parents of the time, date and place of referendums. It becomes critical now for the PTAs to send out reminders. The First Selectman is the only person who can send that information.

Regarding security, we will be developing alternatives to purchasing the number of things outlined related to doors and entrances. We have been notified that we will be reimbursed if the Justice Grant is approved. If there is a shortfall we will take money from our budget. We are in the process of installing security equipment donated to the district. We will also be having a security assessment which is required for schools every two years. John Jay College will be doing it for us in the fall.

Architect selection interviews are July 22 and 23. Joni Capoccitti has been checking references.

There are a lot of changes coming in security laws. Each school will have its own functioning security committee with representation from the municipality including law enforcement, public health, and emergency management. It may be difficult to provide these for each school. Training meetings will be held in August. He would notify families on this topic. We are making good progress in filling vacancies in the district.

Mrs. Roche addressed the work on updating the Board policies. Joni Capoccitti and Bruce Storm, retired superintendent from Region 12, are helping with this project. We will look at the areas we need to focus on first with the anticipated completion by Thanksgiving. She asked for a meeting July 30. The policy committee will vet them and bring them to the board.

Mrs. Leidlein asked that Ms. Hamilton take her place on the committee with Mrs. Roche.

Director of Business:

The Town sustainable energy committee has been looking at energy saving measures for the Town and school district and are now looking at an Energy Savings Performance Contract which is a tool that can be used to perform energy efficiency upgrades on buildings with no upfront costs. The costs of the upgrades are paid for through guaranteed savings on future energy bills. A complete energy review needs to be done. Over time there will be a savings when the owner contract is paid. The next step is to have an independent analysis to survey all Town and school buildings. The purpose of the audit is to help determine what is most beneficial to the Town. The Town Committee and other boards are willing to move ahead.

Dr. Reed recommended the Board authorize us to proceed and we will come back with more information. It will be paid for by the energy savings. Ideally we would like all the schools using natural gas. He wants to have one consultation before we commit to it.

Mrs. Leidlein clarified that the Town Meeting was June 24 at 7:00 p.m. in the Council Chambers.

Item 4 – Old Business (none)

Item 5 – New Business

Minutes of June 18, 2013:

Mr. Alexander moved that the Board of Education approve the minutes of June 18, 2013. Mrs. Roche seconded. Motion passed unanimously. (Mr. Hart and Ms. Hamilton abstained)

Minutes of June 26, 2013:

MOTION: Mrs. Roche moved that the Board of Education approve the minutes of June 26, 2013. Mr. Vouros seconded. Motion passed unanimously.  
(Mr. Gaines, Mr. Alexander and Mrs. Hamilton abstained)

Minutes of July 10, 2013:

MOTION: Mr. Gaines moved that the Board of Education approve the minutes of July 10, 2013. Mrs. Roche seconded. Motion passed unanimously.  
(Mr. Hart and Ms. Hamilton abstained)

Election of Secretary of the Board of Education:

MOTION: Mrs. Roche nominated Kathy Hamilton for secretary of the Board of Education. Mr. Vouros seconded.

Mrs. Roche felt she would do a great job in keeping us informed and helping in the role as secretary.

Motion passed unanimously.

Item 6 – Public Participation (none)

MOTION: Mr. Alexander moved to go into executive session to interview the candidate for Newtown High School assistant principal and acting assistant principal for Reed Intermediate School and discuss contracts/salaries for non-union personnel. Dr. Reed, Dr. Gejda and the candidates were invited. Mrs. Roche seconded. Motion passed unanimously.

Item 7 – Executive Session

Executive session began at 9:22 p.m. and ended at 10:23 p.m.

Item 8 – Possible Action on Matters Reviewed in Executive Session

MOTION: Mrs. Roche moved to appoint Paul Jones as an Assistant Principal of Newtown High School with salary per the administrators' contract. Mr. Hart seconded. Motion passed unanimously.

MOTION: Mr. Gaines moved to appoint Jill Beaudry acting Assistant Principal of Reed Intermediate School with salary per the administrators' contract. Mrs. Roche seconded. Motion passed unanimously.

MOTION: Mr. Gaines moved to enter into executive session to discuss contracts/salaries of non-union personnel and invited Dr. Reed. Mr. Hart seconded. Motion passed unanimously.

The Board exited executive session at 11:37 p.m.

MOTION: Mr. Alexander moved to extend the contract of Ron Bienkowski by one year with an increase in compensation of 2%. Mr. Hart seconded.  
Motion passed 6 ayes, 1 nay (Ms. Hamilton)

MOTION: Mr. Alexander moved to extend the contract of Dr. Gejda by one year with an increase in compensation of 2%. Mr. Gaines seconded. Motion passed unanimously.

MOTION: Mr. Hart moved to authorize Dr. Reed to increase the salaries of the rest of the non-union staff up to 2%. Mr. Gaines seconded. Motion passed unanimously.

MOTION: Mr. Hart moved to adjourn. Mr. Gaines seconded. Motion passed unanimously.

Item 9 – Adjournment

The meeting adjourned at 11:45 p.m.

Respectfully submitted:

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Kathy Hamilton  
Secretary

Consent Agenda Items  
July 16, 2013

- Donation of \$5,000 to Newtown High School Yearbook
- Donation from Northwest Evaluation Association
- Donations totaling \$3,936.89 to Sandy Hook School
- Teacher resignation
- Newtown High School Fall Coaches

June 14, 2013

TO: Dr. Reed

FROM: Charles S. Dumais



Please accept the donation of \$5,000 to the yearbook program. The person who donated the funds has requested to remain anonymous.

Thank you,

*Attach.*



**SCHEDULE A  
MULTI-YEAR SUBSCRIPTION**

6/22/2013

Newtown School District  
Attn: Linda Gejda  
3 Primrose St  
Newtown, CT 06470

Subscription term: **June 1, 2013 to May 31, 2016 (3 years)**

Product Name	Quantity	List Price	List Total	Discount Amt	Total Price
<b>Year One (6-1-13 to 5-31-14)</b>					
On- Site Custom Workshop	10	\$3,700	\$37,000	\$5,000.00	\$32,000
Web Based MAP for Primary Grades Assessments - Full Year Subscription	795	\$13.50	\$10,732.50	\$10,732.50	\$0.00
Web Based MAP Assessments - Full Year Subscription	2,743	\$13.50	\$37,030.50	\$37,030.50	\$0.00
<b>Total Year One</b>					<b>\$32,000.00</b>
<b>Year 2 (6-1-14 to 5-31-15)</b>					
Web Based MAP for Primary Grades Assessments - Full Year Subscription	795	\$13.50	\$10,732.50	\$3,180.00	\$7,552.50
Web Based MAP Assessments - Full Year Subscription	2,743	\$13.50	\$37,030.50	\$10,972.00	\$26,058.50
<b>Total Year 2</b>					<b>\$33,611.00</b>
<b>Year 3 (6-1-15 to 5-31-16)</b>					
Web Based MAP for Primary Grades Assessments- Full Year	795	13.50	\$10,732.50	\$1,590	\$9,142.50
Web Based MAP Assessments - Full Year Subscription	2,743	\$13.50	\$37,030.50	\$5,486.00	\$31,544.50
<b>Total Year 3</b>					<b>\$40,687.00</b>
				<b>Grand Total</b>	<b>\$106,298.00</b>

**Year 1 Payment Terms**

<b>First Payment</b>	<b>June 30, 2013</b>	<b>\$24,116.34</b>
<b>Second Payment</b>	<b>July 1, 2013</b>	<b>\$7,883.66</b>

**License Cost**





**Year 1 - \$0.00 per license**  
**Year 2 - \$9.50 per license**  
**Year 3 - \$11.50 per license**

Until the parties execute a Subscription and this Schedule A is incorporated into it, the terms identified here are valid for 90 days from the date above.

Subscription fees are for each twelve month period beginning July 1, 2013 of the Term and are determined based on the number of students shown and cover the period of time noted in the subscription Term.

Payment for Year 2 of the Subscription shall be invoiced no later than July 1, 2014.  
Payment for Year 3 of the Subscription shall be invoiced no later than July 1, 2015.

All payments are due pursuant to Section 13 of the Subscription.

Included in the Subscription are the following:

- \*Standard instructional and student reporting
- \*DesCartes, a Continuum of Learning<sup>®</sup> Instructional Resources
- \*The Lexile<sup>®</sup> Framework for Reading
- \*Ongoing support

For more information, please contact NWEA at 503-624-1951.

\*Employer ID#: 93-0686108.

\*Lexile<sup>®</sup> is a trademark of MetaMetrics, Inc., and is registered in the United States and abroad.

**DONATIONS**

To BOE for Approval on July 16, 2013

7/16/2013

**SHES**

High Street Baptist Church	\$	947.00
ST. Thomas More School, Munster, IN	\$	500.00
East Lyme High School Student Activity Fund T. Grillo For SHS Music Department	\$	2,427.15
Aerogroup International DBA Aerosoles	\$	62.74

\$ 3,936.89

Total

\$

3,936.89

**SHES Library**

\$ -

**Newtown Public  
Schools**

\$

-

\$ -

Total

\$

**NPS Teachers**

\$ -

\$ 3,936.89

\$ 3,936.89

July 1, 2013

JUL 03 2013

Dear Dr. Reed,

I am writing this letter to inform the Newtown Board of Education that I am resigning from the Reading and Language Arts Consultant position at Hawley School effective July 1, 2013.

I wish Newtown Public Schools all the best for the upcoming school year.

Sincerely,

  
Stephanie Carpentieri

cc: BOE  
J. Peters

**NEWTOWN HIGH SCHOOL  
FALL COACHES ROSTER 2013  
UPDATED 6/14/13**

NAME/STEP	SPORT/COACH RETURNING OR NEW HIRE
SUSAN BRIDGES 3	CHEERLEADING--- RETURNING
CHERYL STENZ 3	DANCE TEAM----RETURNING
MARC KENNEY 3	GIRLS SOCCER----- RETURNING
LAURA MCLEAN 3	J.V. GIRLS SOCCER
	FRESHMAN GIRLS SOCCER
BRIAN NEUMEYER 3	BOYS SOCCER----RETURNING
MIKE DYER 3	J.V.BOYS SOCCER----RETURNING
TOM BRANT 3	FRESHMAN BOYS SOCCER— RETURNING
TOM CZAPLINSKI 3	GIRLS VOLLEYBALL----RETURNING
TARA ALLEGRETTO 3	J.V. GIRLS VOLLEYBALL—RETURNING
LISA BURBANK 2	FRESHMAN GIRLS VOLLEYBALL---RETURNING
ROBERT GAUVIN 3	GIRLS SWIMMING----- RETURNING
JENNIFER O'NEIL 2	ASST. GIRLS SWIMMING---RETURNING
DOUG RUSSELL 3	GIRLS CROSS COUNTRY-- RETURNING
DAVE FOSS 3	BOYS CROSS COUNTRY---- RETURNING
DAN MCILRATH 3	ASSISTANT CROSS COUNTRY--RETURNING
AMANDA HADGRAFT 3	FIELD HOCKEY---- RETURNING
BOBBI STASHENKO 3	J.V. FIELD HOCKEY--RETURNING
	FRESHMAN FIELD HOCKEY
STEVE GEORGE 3	FOOTBALL----RETURNING
CARL PATERNOSTER 3	ASST. FOOTBALL----RETURNING
MIKE LAGO 3	J.V. FOOTBALL-- RETURNING
BOB PATTISON3	FRESHMAN FOOTBALL-- RETURNING
KEVIN BELLENOT 3	FRESHMAN FOOTBALL-- RETURNING
RYAN CUTLER	DIVE COACH--- RETURNING

**VOLUNTEER COACHES**

IAN SUTER	FOOTBALL
NICK TARANTINO	FOOTBALL
MATT PELLICONE	FOOTBALL
MIKE KEARNS	FOOTBALL
CORY FISHER	FOOTBALL
CAITLIN DELOHERY	CHEERLEADING
LORI ROHRBACHER	CHEERLEADING
RUSS WEISS	VOLLEYBALL
MONICA MUELLER	VOLLEYBALL
BLAIR CULHANE	VOLLEYBALL
WHITNEY GOOD MAN	GIRLS SOCCER
LIZ BRESTOVANSKY	DANCE

Updating 2013 Policies and Procedures Project Plan

**Goal: Have everything completed by Thanksgiving, 11/27/13**

<u>Activity</u>	<u>Date</u>	<u>Who's Involved</u>	<u>Actions To Be Addressed</u>	<u>Status</u>	<u>Owner</u>	<u>Due Date</u>
Review with John approach	6/27/2013	John/Bruce/Laura/Joni	<ul style="list-style-type: none"> <li>• Gave Bruce copy of grid comparing prior policies to current</li> <li>• Gave Laura copies of grid</li> <li>• Kathy to provide what policies have been amended since 2009 Audit</li> </ul>	Done	Joni	7/8/13
Develop project timeline	6/27/2013	Joni	<ul style="list-style-type: none"> <li>• Send to John, Bruce, Laura</li> </ul>	Done	Joni	7/8/13
Present approach to Board at 7/16 meeting	7/16/2013	John/Laura	<ul style="list-style-type: none"> <li>• Joni to work with Laura on docs needed to prepare prior to BOE meeting</li> </ul>	In process	Laura	7/16/13
Need to determine calendar of meetings/attendees/policies to be discussed	TBD	John/Bruce/Laura/Joni	TBD	Meeting to be scheduled by Joni	Joni	After 7/16 BOE
Determine what's needed for upcoming BOE meetings	Determine after 7/16 BOE meeting	John/Bruce/Laura/Joni	TBD	TBD	Laura	Before Board meetings
Work with Vinnie Masaro from CABE on updates as needed	On-going	Bruce	<ul style="list-style-type: none"> <li>• Bruce to determine where to use Vinnie - Vinnie has offered his services to get Newtown caught up as its part of contract paid for by Newtown School District with CABE</li> </ul>	Post 7/16 BOE meeting	Bruce	TBD
Talk to Chip about NEAS graduation guidelines/policy	Discussed 6/27	Joni? Bruce? John?	<ul style="list-style-type: none"> <li>• Determine what NEAS is looking for during audit process</li> </ul>	To be scheduled	Joni	TBD
Upload policies to website	Goal: By 11/27/13	Kathy/Joanne	<ul style="list-style-type: none"> <li>Kathy to update policies and send to Joanne to post on website</li> </ul>	As policies are approved will be uploaded to website	Joni	Before Thanksgiving 2013
Full Names:						
John Reed, Laura Roche, Bruce Storm, Joni Capoccitti, Kathy June, Joanne Lemire						

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### OVERVIEW



- Why Reader's Workshop?
- The Components of Reader's Workshop
- How Parents Can Support Reader's Workshop
- Peggy Kennedy - The Kindergarten View
- Claire DeSisto - A View from Grade 2
- Pam Kohn & Pia Ledina- Reed Intermediate School Update
- Cathy Cincogrono & Nadia Papalia - NMS
- Resources
- Questions

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### WHY READER'S WORKSHOP?



- Balanced approach to literacy.
- Stronger connection between reading done during the school day and reading done at home.
- Emphasis on building reading stamina and volume. Both are linked to increased reading achievement.
- Students are more accountable for their own reading.
- It is in complete alignment with Writer's Workshop.
- Meets the needs of all students.

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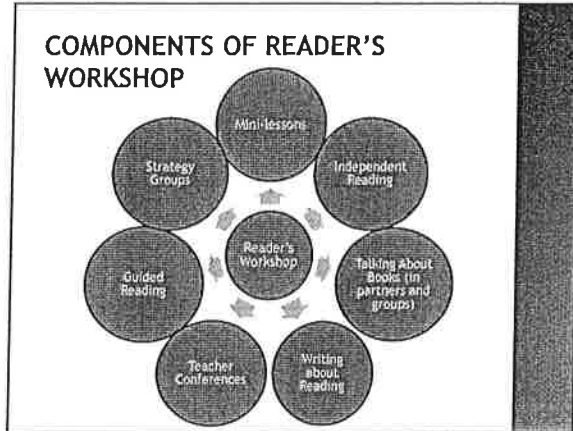
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### THE COMPONENTS...UP CLOSE

- ◎ Mini-lessons
  - Focus on a specific strategy to teach.
- ◎ Conferences
  - A short teacher-student conference that pinpoints a skill for the student to work on.
- ◎ Strategy Groups
  - Small groups of students who need support on a particular skill
- ◎ Talking About Books
  - In partnerships, small groups, as a whole class

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### THE COMPONENTS...UP CLOSE

- ◎ Guided Reading
  - Used when students are ready to move to the next reading level.
  - Teachers help support the students in how to tackle more complex texts.
- ◎ Writing About Reading
  - Done in a variety of ways: post-it notes, reader's notebook entries, written responses
- ◎ Independent Reading
  - Reading books that are just right that they have chosen.
  - The same books are read at school and at home.
  - All student needs are met. (differentiation)

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### THE CORE: THE CLASSROOM LIBRARY

- ◎ Two parts
  - Section of leveled texts
  - Section of books by genre, author, topic
  - Separated by fiction and nonfiction



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### HOW CAN PARENTS SUPPORT READER'S WORKSHOP?

- ◎ Ensure that their child reads independently EVERY night.
- ◎ Read to/with their child. (in addition to their independent reading)
- ◎ Talk naturally about books with their child.
- ◎ All children are readers even at an early age!!!
- ◎ Ensure that their child is responsible about bringing books back and forth between home and school.
- ◎ Keeping a reading log.

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### BENEFITS FOR EARLY LITERACY

- ◎ Increased reading experience across volumes of fiction and non-fiction texts
  
- ◎ Extensive vocabulary building opportunities
  
- ◎ Interactive Read Aloud and partner reading models expressive reader's voice so vital for fluency and early comprehension growth

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### SOCIAL AND SELF-REFLECTIVE SKILLS

- ⊙ Partner reading establishes defined social behaviors to model reading to/with a partner and protocol for book discussion.
- ⊙ Fluency growth augmented by rereading familiar texts at an independent level with/to Reading Workshop partner
- ⊙ Recording books paired with documentation of focus strategies and mastered skills provides a self-reflective ladder of growth

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### A View From Second Grade



Reading in "special spots".



My leveled library



Re-reading "like a teacher".



Anchor charts



Responding to text.

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### RESOURCES NEEDED:

- ⊙ Ongoing professional development for teachers through Teacher's College Reading and Writing Project at Columbia University
- ⊙ Ongoing coaching by in-house Language Arts Consultants
- ⊙ Parent Information Nights
- ⊙ Books, books and more books! (including online resources)

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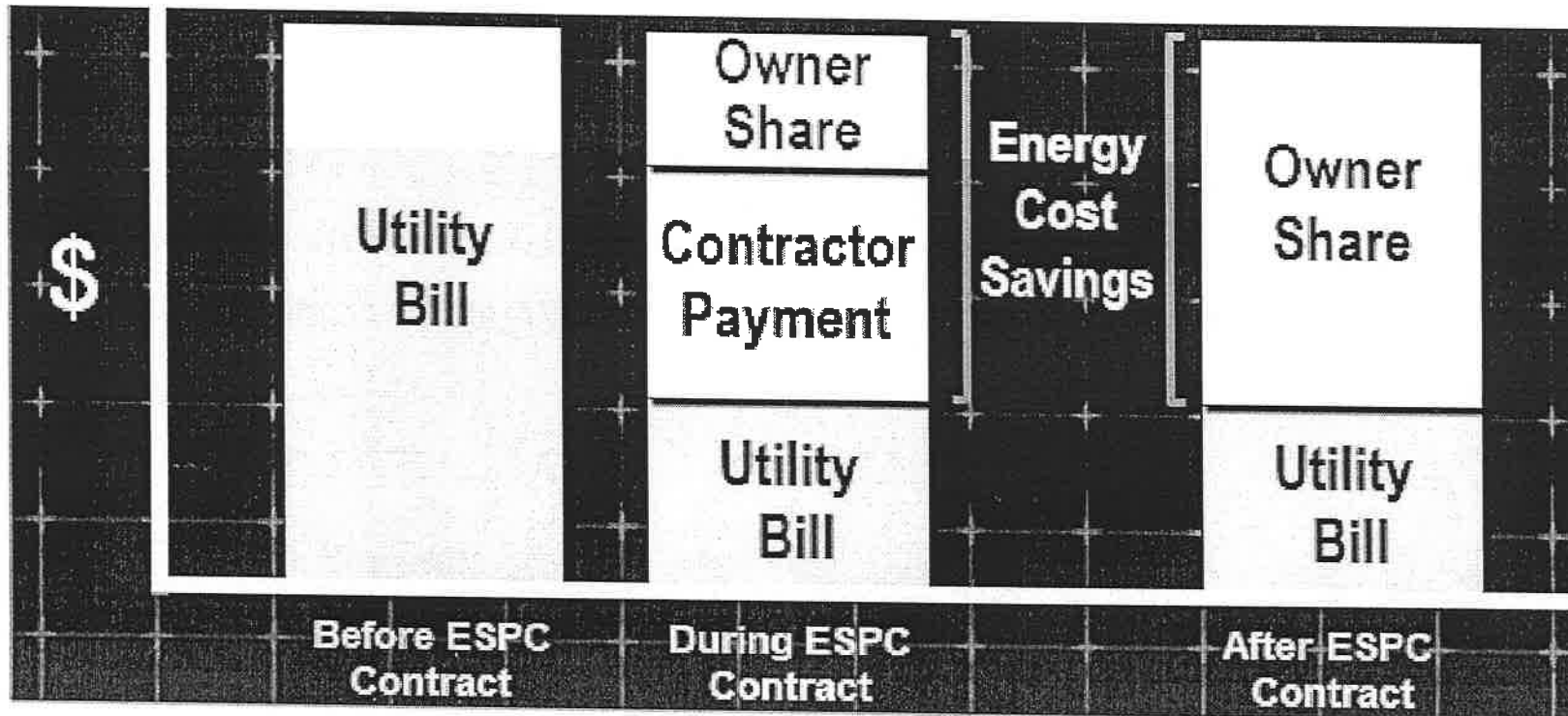
NPS Summer Programs

Update 7/16/13

STUDENTS		
Program	Enrollment	Location
Summer Support (elementary)	35 Reading/26 Math	Reed
Kindergarten	26	Reed
Learning Connection (elem)	20	Reed
Quest (5/6)	11 LA/12 Math	Reed
Newtown Middle School	7 LA/3 Math	NHS
Newtown High School	9 English/12Math/16PEHealth	NHS
SAT Prep	6	NHS
Driver's Ed	51	NHS
Enrichment		
Computer Camps	39	Reed
SMART	187	HOM
Extended School Year	80	HOM
SHS Booster Program	102	Reed
CERTIFIED STAFF		
Columbia Reader's Workshop	65	Reed
Responsive Classroom	28	HOM
iPad Core Training	38	Reed
New Staff Orientation	40 (Est)	Reed
SCSU Accel Graduate Reading Prog	8	NHS
Curriculum work	27	Various

# What is an ESPC?

- An Energy Savings Performance Contract is a tool that a municipality can use to perform energy efficiency upgrades on buildings with no upfront costs. The costs of the efficiency upgrades are paid for through guaranteed savings on future energy bills.



How Does It Work?

# Examples of Upgrades Include:

- Lighting upgrades and Controls
- HVAC Systems
- Energy Management System Controls
- Motors
- Building Envelope Measures
- Water Conservation
- Cogeneration
- Heat Recovery
- Demand Response
- Parking lot & Street Lighting

# Newtown Project Update

- March 23, 2011 - Celtic Energy selected as Owners Representative to assist with ESCO selection. Funding was provided by the American Recovery and Reinvestment Act.
- Celtic Energy analyzed town & school facilities to determine the feasibility of an ESPC project. RFP focused on:
  - Municipal Center
  - Newtown Middle School
  - Middle Gate Elementary School
- Celtic Energy worked with Sustainable Energy Committee, Dept. of Public Works, Buildings & Site Committee, and School Buildings & Grounds staff to develop an ESCO RFP

# Ameresco ECMs



- 17 Energy Conservation Measures
- Approximate \$ 4 million project
- Annual Energy Savings \$313,789
- Savings based on 3 sample buildings (Middle Gate Elementary, Municipal Center, and Newtown Middle School)

Town of Newtown, CT ESPC												
Project Savings Summary												
ECM #	ECM Name	Annual kW	Total kWh	Natural Gas (Therms)	Propane (Gallons)	#2 Fuel Oil (Gallons)	Water (kGallons)	Energy Savings	O&M Savings	Total Project Savings	Total Project Costs	SPB
1	Lighting System Improvements	433	123,858	(25)		(1,062)		\$ 15,254	\$ 1,360	\$ 16,615	\$ 229,723	13.83
2	Lighting Controls	-	29,869	-	-	(261)	-	\$ 2,596	\$ -	\$ 2,596	\$ 36,793	14.17
3	EMS Commissioning & Optimization	-	60,204	7,605	-	-	-	\$ 15,344	\$ -	\$ 15,344	\$ 22,341	1.46
4	EMS Expansion & Upgrade	-	25,576	-	-	19,439	-	\$ 78,921	\$ -	\$ 78,921	\$ 371,625	4.71
5	Oil to Gas Boiler Conversion	14	6,724	(73,373)	-	64,380	-	\$ 174,537	\$ -	\$ 174,537	\$ 1,393,683	7.99
6	Downsize DHW Storage Capacity	-	-	333	-	-	-	\$ 486	\$ -	\$ 486	\$ 31,277	64.34
7	Steam Trap Replacement	-	-	-	-	3,274	-	\$ 12,767	\$ -	\$ 12,767	\$ 26,826	2.10
8	Premium Efficiency Motors	10	2,807	-	-	-	-	\$ 446	\$ -	\$ 446	\$ 10,283	23.08
9	Computer Power Management	-	35,352	(129)	-	(501)	-	\$ 2,220	\$ -	\$ 2,220	\$ 13,011	5.86
10	LCD Computer Monitors	-	2,253	-	-	(39)	-	\$ 127	\$ -	\$ 127	\$ 25,470	200.22
11	Water Conservation	-	1,021	-	-	111	538	\$ 7,060	\$ -	\$ 7,060	\$ 102,510	14.52
12	Air Sealing	-	93	487	-	-	-	\$ 525	\$ -	\$ 525	\$ 2,362	4.50
13	Insulated Roll-up Door	-	-	-	-	122	-	\$ 475	\$ -	\$ 475	\$ 11,105	23.36
14	Convert Kitchen Equipment to Natural Gas	-	-	(703)	756	-	-	\$ 1,331	\$ -	\$ 1,331	\$ 10,855	8.15
15	Vending Machine Controls	-	7,327	(17)	-	(86)	-	\$ 505	\$ -	\$ 505	\$ 1,521	3.01
16	Replace Roofs	-	-	-	-	216	-	\$ 842	\$ -	\$ 842	\$ 1,606,685	1,908.31
17	Replace Rooftop Units	-	2,824	-	-	-	-	\$ 351	\$ -	\$ 351	\$ 114,704	326.91
		457	297,908	(65,773)	756	85,593	538	\$ 313,789	\$ 1,360	\$ 315,149	\$ 4,010,773	12.73

# Estimated Cost of Doing the IGA

- Ameresco's cost of developing the IGA  
\$0.05/sqft
  - 1,055,673 square feet x \$0.05 = \$52,784\*
- Celtic Energy's fee
  - \$35,000\*

Total Cost= \$87,784\*

\*All project costs will be rolled into the ESPC financing

**Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education meeting on Tuesday, June 18, 2013 at 7:30 p.m. in the council chambers at 3 Primrose Street.

D. Leidlein, Chair	J. Reed
L. Roche, Vice Chair	L. Gejda
C. McCubbin, Secretary (absent)	R. Bienkowski
R. Gaines	7 Staff
W. Hart (absent)	6 Public
K. Alexander	4 Press
J. Vouros	

Mrs. Leidlein called the meeting to order at 7:35 p.m.

Item 1 – Student Recognition

Mrs. Leidlein spoke about the Connecticut Music Awards which were held on June 4 in the Palace Theater in Waterbury. Jane Matson, choral teacher, was nominated for outstanding direction and choreography and her husband for outstanding set design. Two students received awards. Taylor Varga won for the outstanding lead in the musical “How to Succeed in Business Without Really Trying” and Sean Taylor received the Student Achievement Award as the best stage manager.

Mrs. Matson said that 30 high schools participated and we were in the top five in nine categories. Taylor will move to the national competition in New York City during the week of June 26.

Item 2 – Consent Agenda

MOTION: Mr. Gaines moved that the Board of Education approve the consent agenda which included various donations to the district and Sandy Hook School and the child rearing leaves of absence for Amanda D’Amato and Beth Taverna who are teachers at Sandy Hook School.

Mrs. Roche seconded. Vote: 5 ayes

Item 3 – Public Participation

Nick Waller, 186 Berkshire Road, spoke in favor of full day kindergarten.

Casey Ragen, Meadow Road, supports full day kindergarten.

Item 4 – Reports

No correspondence.

Chair report: Mrs. Leidlein received a phone call from Donna Pagé, principal of Sandy Hook School, to express to the Board members her gratitude for their support over the last 6 months. She feels Sandy Hook School is in a good place and moving forward.

Superintendent’s Report:

Dr. Reed noted there was a number of personnel vacancies remaining in the district and a number of positions to be filled from the SERV Grant (see attached list). The Project Recovery Director should be filled as soon as possible as they have a major part in implementing the grant. He also referred to a list of the various athletic accomplishments by the students this school year which included fund raisers.



Regarding the communication to parents on the release of student information, Dr. Reed clarified that the second letter was only sent to parents who called for more information. This letter is now on the high school website.

#### Item 5 – Old Business

##### NEASC Update:

Amy Repay and Leah Clark, co-chairs of the NEASC steering committee, gave an update on the process for NEASC accreditation. The 2005 recommendations included involving all stakeholders in reviewing and revising the school's mission expectations, consider adopting the graduation standards as part of the mission and expectations, develop school-wide performance standards/rubrics for each academic expectation, clearly label academic, civic and social expectations, demonstrate that the revised mission and expectations is the guiding force in the school's procedures, policies and decisions, and provide all students with the opportunity to participate in classes/activities that allow them to achieve the civic/social expectations. The first task was to revise the current mission statement which had been in place since 2007. Graduation standards now go hand in hand with our core values and beliefs. The final was approved by the faculty on June 3, 2013.

#### Item 6 – New Business

##### Newtown High School Core Values and Beliefs:

MOTION: Mr. Alexander moved that the Board of Education approve the Newtown High School Core Values and Beliefs as presented. Mrs. Roche seconded. Vote: 5 ayes

#### Item 4 – Reports (continued)

##### Modification to High School Schedule:

Mr. Dumais spoke about the modification of the high school schedule. In 2008 it was changed to an 8-day rotation to help with the lunch schedules. Last June the students and community asked for input on changing the schedule. Chris Canfield led the committee. What best fit our needs was a hybrid of what we have with some elements inserted. Another change is that there is no longer a homeroom at the beginning of the day.

#### Item 5 – Old Business (continued)

##### Current Educational Specifications for the Construction of Sandy Hook School:

MOTION: Mr. Gaines moved that the Board of Education approve the Current Educational Specifications for the Construction of Sandy Hook School dated June 11, 2013. Mr. Vouros seconded.

Dr. Reed introduced George Benson who is the Planning and Land Use Director. He played a major role in interacting with the team. The Selectman played a major role in the construction of the school. Mrs. Llodra also played a big role in securing the \$50M. He introduced Scott Pellman from B & L Company who is a senior architect focusing on school design and Mike DiNallo who is with Turner Construction.

Dr. Reed said these groups came forward along with Claris and Cherry Hill Construction and volunteered their services to develop these ed specs. They will make recommendations to the Public Building and Site Commission. An RFQ has been put out and we should know the design team by the end of July or early August. They will meet with Sandy Hook staff to go over their ideas. Right now the specs list the building with 75,000 square feet.

Mr. Gaines asked if being able to close off the classrooms when certain areas are being used by the public as in Reed should be included in the ed specs or just the architectural plans. Mr. DiNallo said that will be a primary discussion when the design team comes into play with specifics to lay out. We have to consider how rooms will lay out relative to each other. Mr. Spellman said this was access control and should be part of a good prudent design. We need to look at how buildings are used during the day and night. Dr. Reed stated we will have representation on the interview committee when the architect is selected. We anticipate the art rooms to be in the front of the school. It's also important to visit schools they've designed.

Mr. Alexander was concerned about having enough room in the cafetorium for presentations that would have enough room for all of the students.

Dr. Reed said there are things now that the state is looking at regarding security in the lobby area. We looked at Head O'Meadow and the Reed cafetorium as examples.

Mr. Spellman said the building code is 7 square feet per person so we would look at that to determine the appropriate size for the number of students.

Dr. Reed stated that we also have to consider the recreational needs of the town in using our gyms.

Vote: 5 ayes

#### Item 4 – Reports (continued)

MOTION: Mrs. Roche moved that the Board of Education approve the financial report and transfers for the month ending May 31, 2013. Mr. Gaines seconded.

Mr. Bienkowski stated that all major object categories have been offset by the excess cost grant. Approximately \$230K has been expensed to the SERV Grant during this month. The spending restriction instituted last month is where the expected balances come from which produce a positive balance. There are limited transfers to help cover the tuition shortage. This report projects a closing balance of \$110,000. In the claims summary there is a building restoration for Sandy Hook School. A number of contractors have been inspecting the building. There are depreciation funds and restoration funds. We would like a discussion of using those monies to take whatever is useful from the building such as the burners, Smartboards, telephones and technology equipment. We will have an insurance report and SERV Grant report along with our regular financial report.

Vote: 5 ayes

MOTION: Mrs. Roche moved that the Board of Education authorize the Director of Business to use any leftover funds in this year's budget for security measures. Mr. Gaines seconded. Dr. Reed said we have funds coming from the grants and we have to begin some of the building hardening activities using these funds.

Mr. Vouros understands we can't advance spend money and then have it reimbursed.

Dr. Reed said that Bob Tait was going to pursue that. The motion is for security measures such as things that have to be installed over the summer. Some is for police. We are having a comprehensive security analysis done in each school next year by John Jay College.

Mr. Gaines was frustrated that we haven't been able to move forward on our security efforts. We have no funds available if we don't get those grants.

Dr. Reed said we have to work with the Board of Finance to establish a fund for us before the end of the year to authorize a deposit to begin the work. They need to understand we need a contingency account so we can plan to purchase before June 30. The cost to install the technology gifts is \$160,000.

Vote: 5 ayes

MOTION: Mrs. Roche moved that the Board of Education approve the recommended 2013-2014 budget adjustments. Mr. Vouros seconded.

Dr. Reed spoke about the recommended budget adjustments. We have \$28,000 in unspecified gifts which can be used to improve the welfare of students and staff which would include security. In tonight's donations we received \$26,000 from a foundation set up to honor one of the youngsters that left us in December to be used for safety related items. We had spoken about using \$96,540 for the resurfacing of the middle school parking lot and the \$40,000 in the Hawley Fund to use for maintenance of that building. This gives us about \$300,000 to begin work on the building hardening efforts. If we didn't get the grants we would look at some of the projects we have planned and the potential to ask the Town of Newtown to help with the security needs for the schools.

He doesn't think next year is the time to increase class size as we need to think about the welfare of our students. We asked surrounding school systems about full time para-educators in full day kindergarten classes. The decision was made to not increase their time in those classes. Kindergarten teachers will have to collaborate and move the paras to where they are needed. We can make modifications next year if necessary.

Over the last several weeks we garnered over \$200,000 in donations. We received a contract with Power school and Inform for a savings of \$50,000 and equipment for \$63,000 from Apple. He would not object to restoring the project adventure teacher at Reed because it impacts the school schedule. This leaves a \$60,000 cut to be determined by the Superintendent.

Mr. Vouros appreciated keeping the Reed position and expected that there would be parent volunteers to help in the kindergarten classes.

Mr. Alexander pointed out what the principals would have to work with that we aren't funding. We are giving up some things we feel are important but it is giving us full day kindergarten. He asked how many para hours there would be in the full day program.

Dr. Reed said they would work 27.5 hours per week for 5.5 hours each day. The cost for full day kindergarten was down to \$240,500.

Mr. Gaines spoke in favor of adding back the world language teacher at the middle school and the high school math teacher for the increased graduation requirements. He asked to increase the amount to \$180,000 and let the Superintendent determine if they can be added back in.

Mr. Vouros said as the Reed School reading scores improve, the students don't take reading but take a foreign language so that enrollment would go up.

MOTION: Mr. Gaines moved to table the original motion. Mr. Alexander seconded.

Vote: 5 ayes

MOTION: Mr. Gaines moved that the Board of Education authorize Dr. Reed to proceed with the filling of three FTE positions specified to be the Reed project adventure teacher, the high school math teacher and the middle school world language teacher and if one or more of those positions are filled to report back to the Board where the compensating amounts will come from. Mr. Alexander seconded. Vote: 5 ayes

MOTION: Mrs. Roche moved the original motion with the recommended adjustments. Mr. Gaines seconded. Vote: 5 ayes

MOTION: Mr. Gaines moved that the Board of Education allow the Director of Business to make any mathematical or other adjustments necessary to balance this budget. Mr. Alexander seconded. Vote: 5 ayes

Minutes of June 6, 2013:

MOTION: Mrs. Roche moved that the Board of Education approve the minutes of June 6, 2013. Mr. Vouros seconded. Vote: 4 ayes, 1 abstained (Mr. Gaines)

Item 7 – Public Participation

Kinley Nagle, 8 Glover Avenue, asked about our need for a special education director. She also offered her services.

Michelle Ku, 28 Platts Hill Road, spoke about the Superintendent's salary and benefits adjustment and thanked him. It means a lot to the community to have him here.

MOTION: Mr. Gaines moved to go into executive session to discuss personnel matters related to the SERV Grant, NASA negotiations and security and invited Dr. Reed. Mr. Alexander seconded. Vote: 5 ayes

Item 8 – Executive Session

The Board entered executive session at 10:49 p.m.

Item 9 – Return to Public Session

The Board returned to Public Session at 11:44 p.m.

MOTION: Mr. Gaines moved that the Board of Education authorize Dr. Reed to hire an acting Supervisor of Special Education to serve through September with funding provided by the SERV Grant. Mr. Alexander seconded. Vote: 5 ayes

MOTION: Mr. Alexander moved to adjourn. Mrs. Roche seconded. Vote: 5 ayes

Item 10 – Adjournment

The meeting adjourned at 11:45 p.m.

Respectfully submitted:

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Debbie Leidlein  
Chair

**Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education special meeting on Wednesday, June 26, 2013 at 3:30 p.m. in the Board of Education conference room at 3 Primrose Street.

Present:       D. Leidlein, Chair                               J. Reed  
                  L. Roche, Vice Chair                         J. Haggard  
                  W. Hart  
                  J. Vouros

Item 1 – Call to Order

Mrs. Leidlein called the meeting to order at 3:33 p.m.

MOTION: Mr. Hart moved to go into executive session to interview a candidate for an administrative position and invited Dr. Reed, the candidate, and Julie Haggard.  
Mrs. Roche second. Vote: 4 ayes

Item 2 – Executive Session to Interview Candidate for Administrative Position

The Board interviewed the candidate.

MOTION: Mrs. Roche moved that the Board of Education appoint Sandy Rodriguez Supervisor of Special Education with salary per the administrators' contract.  
Mr. Vouros seconded. Vote: 4 ayes

MOTION: Mrs. Roche moved to adjourn. Mr. Vouros seconded. Vote: 4 ayes

Item 3 – Adjournment

The meeting adjourned at 4:07 p.m.

Respectfully submitted:

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Debbie Leidlein  
Chair

**Board of Education  
Newtown, Connecticut**

Minutes of the special Board of Education meeting on Wednesday, July 10, 2013 in the Board conference room at 3 Primrose Street.

D. Leidlein, Chair	J. Reed
L. Roche, Vice Chair	K. Hamilton
R. Gaines	2 Press
K. Alexander	
J. Vouros	

Mrs. Leidlein called the meeting to order at 8:54 p.m.

Item 1 – Discussion and Possible Action Regarding Board Vacancy

Ms. Hamilton was interviewed by the Board.

MOTION: Mrs. Roche moved to appoint Kathy Hamilton to fill the vacant Board seat.

Mr. Vouros seconded. Vote: 5 ayes

MOTION: Mr. Alexander moved to adjourn. Mr. Vouros seconded. Vote: 5 ayes

Item 3 – Adjournment

The meeting adjourned at 9:30 p.m.

Respectfully submitted:

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Debbie Leidlein  
Chair

Board of Education,

I wanted to correct information that has been put out on social media regarding board members attendance at board meetings.

I have attached the record of attendance taken from board minutes to this letter.

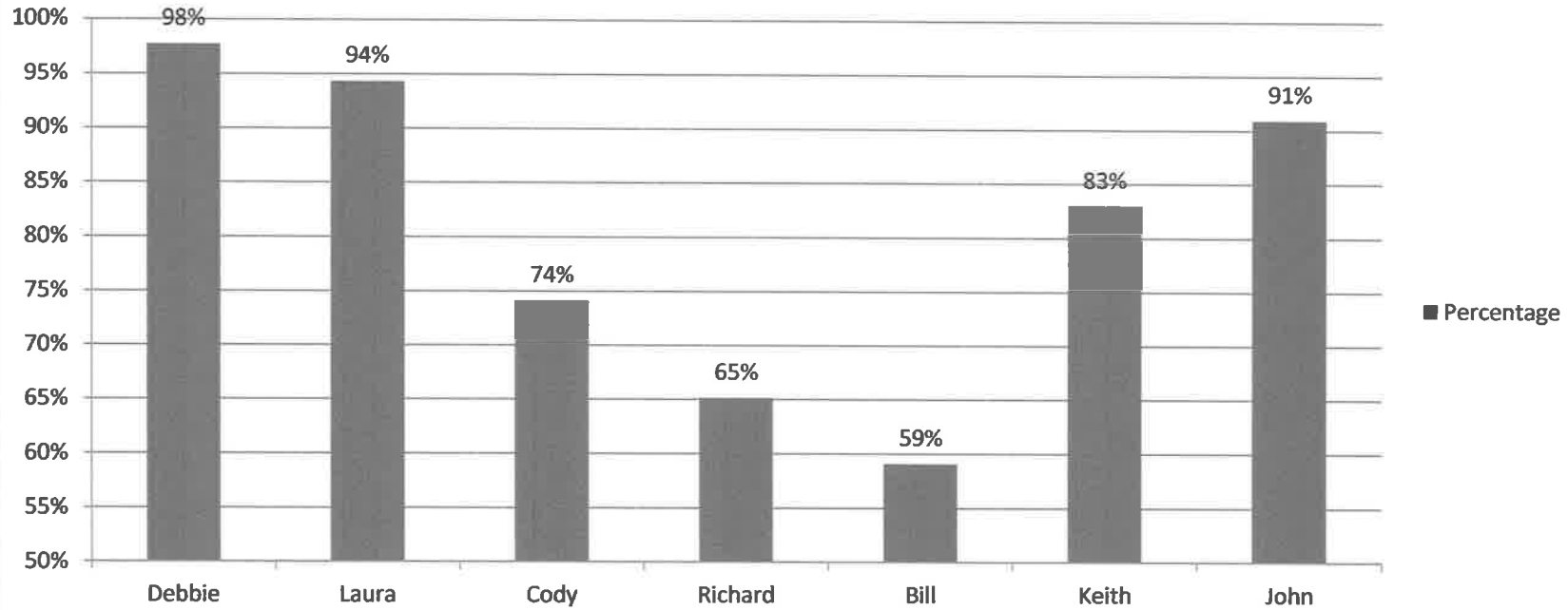
I would also like to state that regular board meetings are set for the year and voted on by the board. Special Meetings are set up with input from all board members. Under Board policy, the Chair can set a Special Meeting with a minimum of a 24hour notice. The policy is number 9320, Meetings of the Board & Special Meetings of the Board. If a board member can't attend, according to board policy, a board member can call in by phone and participate in the meeting. The policy is number 9325.43, Attendance at Meetings via Electronic Communications.

Regards,

Laura Roche

Newtown BOE, Vice Chair

**Dec '11 - July '13 BOE Meeting Attendance**  
**\* Regular \* Special \* Non-Meeting \* SHS Task Force**





## Regular & Special Meetings

Date	Total	Type	Debbie	Laura	Cody	Richard	Bill	Keith	John
12/6/11	1	Regular	1	1	1	1	1	1	1
12/13/11	1	Grievance Hearing	1	1	1	1	1	0	1
12/20/11	1	CABE workshop	1	1	1	0	1	1	1
12/20/11	1	Regular	1	1	1	0	1	1	1
1/3/12	1	Expulsion Hearing	1	1	0	1	1	1	0
1/10/12	1	Regular	1	1	1	1	1	1	1
1/17/12	1	Regular	1	1	1	1	1	1	1
1/19/12	1	Regular	1	1	1	1	1	1	1
1/24/12	1	Regular	1	1	1	1	1	1	1
1/26/12	1	Regular	1	1	1	1	1	1	1
1/31/12	1	Regular	1	1	1	1	1	1	1
2/7/12	1	Special	1	1	1	1	0	1	1
2/7/12	1	Regular	1	1	1	1	0	1	1
2/22/12	1	Regular	1	0	1	0	1	1	1
2/28/12	1	BOE Coffee	1	1	1	1	1	1	1
3/1/12	1	Transportation Hearing	1	1	0	0	1	0	1
3/6/12	1	Regular	1	1	0	1	1	1	0
3/20/12	1	Regular	1	1	1	1	1	1	1
4/3/12	1	Regular	1	1	1	0	1	1	1
4/5/12	1	Transportation Hearing	1	1	0	0	1	0	1
4/5/12	1	Public Hearing	1	1	0	1	1	1	1
4/10/12	1	Regular	1	1	1	1	0	1	1
4/12/12	1	Special	1	1	0	1	0	1	1
4/24/12	1	Expulsion Hearing	1	1	1	1	0	1	1
4/30/12	1	Hawley Transportation meeting	1	1	0	0	0	0	1
5/1/12	1	Regular	1	1	0	1	0	1	1
5/7/12	1	Town Budget Forum	1	1	0	0	0	0	1
5/8/12	1	Expulsion Hearing	0	1	0	0	0	1	1
5/15/12	1	Regular	1	1	1	1	0	1	1
5/29/12	1	Regular - Superintendent Evaluation	1	1	1	1	1	1	1
5/30/12	1	BOE Hearing	1	1	1	0	0	1	0

## Regular & Special Meetings

Date	Total	Type	Debbie	Laura	Cody	Richard	Bill	Keith	John
5/31/12	1	BOE Peronnel Grievance	1	1	1	0	0	0	1
6/5/12	1	Regular	1	1	1	0	1	1	1
6/14/12	1	BOE Special Meeting Budget Workshop	1	1	1	1	1	0	1
6/19/12	1	Regular	1	1	1	1	1	1	1
6/28/12	1	Special Meeting - Pupil Services	1	1	0	0	0	1	1
7/10/12	1	Regular	1	1	1	1	0	1	1
7/18/12	1	Special Meeting - Finalize Budget	1	1	1	0	1	1	1
8/9/12	1	Special Meeting - Superintendent Goals	1	1	1	1	1	0	1
8/20/12	1	Regular 8/14 meeting moved to 8/20	1	1	0	1	0	1	0
8/30/12	1	Special Meeting - Superintendent Goals	1	1	1	0	0	1	1
9/4/12	1	Regular	1	1	1	1	0	1	1
9/18/12	1	Regular	1	1	0	1	0	1	1
10/2/12	1	Regular	1	1	1	1	0	1	0
10/9/12	1	Transportation Hearing	1	1	1	1	0	0	0
10/16/12	1	Regular	1	1	1	1	0	1	1
10/17/12	1	4 Board Budget Meeting	1	1	1	0	0	1	0
10/23/12	1	Special Meeting	1	0	0	0	1	1	1
11/8/12	1	Regular	1	1	1	0	1	1	1
11/19/12	1	Transportation Hearing- site visit	1	1	1	1	0	0	0
11/20/12	1	Regular	1	1	1	1	1	1	1
12/4/12	1	Regular	1	1	1	1	1	1	1
12/13/12	1	Special	1	0	1	0	1	1	1
12/17/12	1	Emergency Meeting	1	1	1	1	1	1	1
1/8/13	1	Regular	1	1	1	1	1	1	1
1/15/13	1	Regular	1	1	1	1	1	1	1
1/17/13	1	Regular	1	1	1	1	1	1	1
1/23/13	1	Regular	1	1	1	1	1	1	1
1/24/13	1	Regular	1	1	1	1	1	1	1
1/29/13	1	Regular	1	1	1	1	1	1	1
1/31/13	1	Regular	1	1	1	1	1	1	1
2/5/13	1	Regular	1	1	1	1	1	1	1
2/14/13	1	Special Meeting	1	1	1	0	0	0	1

## Regular & Special Meetings

Date	Total	Type	Debbie	Laura	Cody	Richard	Bill	Keith	John
2/19/13	1	Regular	1	0	1	1	1	1	1
3/4/13	1	Special Meeting	1	1	0	1	1	1	1
3/5/13	1	Regular	1	1	0	1	0	1	1
3/12/13	1	Non-Meeting	1	1	1	1	1	1	1
3/19/13	1	Regular	1	1	1	1	1	1	1
4/2/13	1	Regular	1	1	1	1	1	1	1
4/4/13	1	Special	1	1	1	0	1	0	1
4/5/13	1	SHS Task Force	1	1	1	0	0	1	1
4/9/13	1	Regular	1	1	1	1	1	1	1
4/12/13	1	SHS Task Force	1	1	1	1	0	0	1
4/19/13	1	SHS Task Force	1	1	1	0.33	0	1	1
4/24/13	1	Special Meeting	1	1	0	0	0	1	1
5/3/13	1	SHS Task Force	1	1	1	1	0	1	1
5/7/13	1	Regular	0	1	1	0	0	1	1
5/10/13	1	SHS Task Force	1	1	1	1	1	1	1
5/20/13	1	Special Meeting	1	0	0	0	1	0	1
5/21/13	1	Regular	1	1	1	0	1	1	1
5/29/13	1	Special Meeting	1	1	0	1	1	1	1
6/6/13	1	Regular	1	1	1	0	1	1	1
6/18/13	1	Regular	1	1	0	1	0	1	1
6/18/13	1	Non-Meeting	1	1	0	0	0	1	1
6/26/13	1	Special Meeting	1	1	0	0	1	0	1
7/10/13	1	Non-Meeting	1	1		1	0	1	1
7/10/13	1	Special Meeting	1	1		1	0	1	1
7/15/13	1	Non-Meeting	1	1		0	0	1	1
			Debbie	Laura	Cody	Richard	Bill	Keith	John

88	# Attended	86	83	63	57.33	52	73	80
	% Attended	98%	94%	74%	65%	59%	83%	91%
	# of Missed Meetings	2	5	22	31	36	15	8

\* Resigned

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