

**Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education meeting on March 4, 2014 at 6:30 p.m. in the Council Chambers, 3 Primrose Street.

D. Leidlein, Chair	J. Reed
L. Roche, Vice Chair	L. Gejda
K. Hamilton, Secretary	R. Bienkowski
K. Alexander	3 Staff
J. Vouros	30 Public
D. Freedman (absent)	2 Press
M. Ku	

Mrs. Leidlein called the meeting to order at 6:35 p.m.

Item 2 – FOIA Workshop

Tom Hennick from the Freedom of Information Commission educated the Board about the Connecticut Freedom of Information laws concerning meetings which include regular, special, emergency, executive session and non-meetings, electronic communications and minutes.

Item 1 – Pledge of Allegiance

Item 3 – Student ECO Challenge Presentation

Mrs. Leidlein introduced the middle school students who participated in the Lexus 2013 ECO Challenge. The students involved are Jessica Stolfi, Hana Rosenthal, Allie Paynter, Sam Strocchia, and Caroline Condon. They presented the results of their project which was to investigate the difference in using diesel fuel and propane fuel for school buses. Their recommendation was to convert to propane fueled buses when the existing bus contract expires.

Item 4 – Consent Agenda

MOTION: Move that the Board of Education approve the consent agenda which includes the minutes of February 11, 2014, the Newtown High School Field trip to Italy and Greece, the monetary donations totaling \$1,500 to Sandy Hook School, the donation of \$750 from Newtown Babe Ruth baseball to the Newtown High School baseball program, the anonymous donation of \$5,000 for the Newtown High School Drama Club to be used for the production of Peter Pan, the resignation of Annmarie Lohan Ryan, teacher at Newtown Middle School, and Taylor Carroll-Marino as assistant boys track coach.

Mrs. Roche asked to remove the minutes of February 11, 2014.

MOTION: Mr. Alexander moved to approve the rest of the items in the consent agenda. Mrs. Ku seconded. Motion passes unanimously.

Item 5 – Public Participation

Kevin Fitzgerald, 24 Old Farm Hill Road, spoke about his FOIA request this past December and referred to an email written in May regarding a confrontation which was sent to Town officials and the Bee. He said the video showed no confrontation and he requested a full retraction before the next Board meeting.

Item 7 – Old Business

Discussion and Possible action regarding Security:

Pat Llodra asked if the Board had any questions regarding the BOS budget for security. They will take action on the \$280,000 at their next Board of Selectman meeting. An agreement needs to be written between the Town and the Board of Education for school security.

Dr. Reed would like to have the details in place before the new superintendent starts. He suggested the following motion: Move that the Board of Education is in concert with and support of the development of a formal agreement pertaining to the Municipal/Board of Education partnership for school security staffing. Ms. Hamilton moved the motion. Mrs. Roche seconded. Motion passes unanimously.

#### Item 6 – Reports

Correspondence: Ms. Hamilton read the attached communications report.

Chair Report: Mrs. Leidlein attended a play at the Ridgefield Playhouse with many of our talented high school students in the cast.

Superintendent's Report: Dr. Reed reminded the Board that we still have negotiations with the nurses.

Ms. Leidlein asked those who would like to participate to contact her.

Dr. Reed shared a letter from the Ridgefield Superintendent which addressed the possibility of closing one of their schools. They have not closed a school. This was information for the Board. It is likely when the new Sandy Hook School opens in August of 2016 there will be redistricting.

Dr. Reed referred to the draft recommendations to management as a result of the audit and stated that Continuing Education has a comprehensive software system but it doesn't interface with Phoenix.

Mr. Bienkowski said we can address this situation by running revenue expenses in the general ledger.

Dr. Reed said the procedure related to our estimates for special education costs which we refer to as SEDAC has to do with our excess cost. The auditors made the end of the fiscal year adjustment which results in an estimated \$17,719 being added to the 2013-2014 ECS grant. They would want us to do to this annual adjustment which we have a process in place to do. A review of the last five years adjustments to the ECS grant show we received a new net gain in aid. He is planning to write a letter to the Board of Finance and Bob Tait requesting the Board of Education receives copies of the audit and that the auditor has an exit conference with the Director of Business and Superintendent.

The middle school literary magazine, Opus Optima, received the highest recognition from the National Council of English Teachers. The teachers involved include Abigail Olson and Karen Blasko who worked with the writers and Claudia Clancy and Arlene Spoonfeather who worked with the illustrators. Dr. Reed stated the excellent work was done by all concerned and we are proud of them.

#### Committee reports:

Ms. Hamilton stated there were two committee meetings this week. They developed a list of standing committees and descriptions which belonged on the website and approved to move the graduation requirements policy to the Board. The first finance committee meeting was held

and discussed the high school auditorium but would speak with Mr. Faiella at next meeting. They also are working on a recommended response to the Board of Education pertaining to the establishment of rules for the carryover of end of year unspent funds. The next meeting is March 12 from 10:00 a.m. to noon in conference room #3.

Mrs. Ku said the security subcommittee has been working on the recommendations from DVS and John Jay. An item is to be sure Board policies related to security are up to date. She spoke with Dani Thibodeau from Education Connection and discussed what they offer and went to Branford for a school based health care site visit. The health professionals will come up with a recommendation. There is also grant money we can apply for.

Dr. Reed feels he would reconsider having two Board members on working staff committees in light of what Tom Hennick said about the need to post agendas and call these Board meetings if there are two Board members attending.

Mr. Vouros said the gifted committee will meet on March 12 and make a formal presentation to the Board with their findings.

Mrs. Leidlein asked to add the committee listing to the next Board meeting for a vote.

#### Item 8 – New Business

##### Chartwells Contract:

MOTION: Ms. Hamilton moved that the Board of Education approve the execution of a one year agreement between Newtown Public Schools and Compass Group USA, Inc. by and through its Chartwells Division to operate the district's food service program in accordance with their Option 2 response to the RFP dated December 2, 2013. This agreement is effective July 1, 2014 through June 30, 2015 and includes an option for four additional one year renewals.

Mr. Alexander seconded.

Mr. Bienkowski went over the process for the food service contract. We receive federal reimbursement and government commodities that provide resources to the program. This is a renewal to their contract. Chartwells and Whitson's toured the schools. We are opting for the healthy food certification for grades K-8 with a guaranteed profit of \$35,000 and removing the national school lunch from the high school to allow for more opportunities. After the Board votes we have to send the contract to the state for any changes.

Ms. Hamilton said Chartwells will be offering a scholarship at the high school and will do some painting at Middle Gate and Head O'Meadow. If we have the healthy food plan at the K-8 level we get an extra 10 cents per meal. Healthy food choice doesn't allow unhealthy foods sold during school day.

Jill Patterson, Kimberly Gunn, and Dan Shields attended from Chartwells.

Motion passes unanimously

#### Item 7 – Old Business (continued)

Possible Action on BOE Statement Regarding the Proposed 2-14-2015 Budget:

Mrs. Roche wanted to prepare the statement tonight. We have to defend and support our zero per cent budget. It should just go to the voter.

Mrs. Ku agreed. We should make a formal statement.

Ms. Hamilton feels our votes were actually our statement on the budget but has no problem making a general statement supporting the budget.

Mrs. Ku would like to see them add the \$300,000 for the self-funding account.

A communication subcommittee meeting will be set to develop the statement and a special Board of Education meeting will be called to vote on the statement before the Board of Finance meeting on March 12.

MOTION: Ms. Hamilton moved that the communication subcommittee put together a statement for approval by the Board before the next Board of Finance meeting on March 12, 2014. Mrs. Ku seconded. Motion passes unanimously.

Item 8 – New Business (continued)

First Reading of Policy 6146 Requirement for Graduation:

Ms. Hamilton went over the revisions to this policy. She spoke to Dr. Gejda regarding some of her concerns about the granting of credits. She will have someone from the high school attend the policy committee meeting next Wednesday.

Approval of February 11, 2014 Minutes:

MOTION: Mr. Alexander moved to approve the minutes of February 11, 2014. Mrs. Ku seconded. Motion passes unanimously.

Approval of February 19, 2014 Minutes:

MOTION: Mr. Alexander moved that the Board of Education approve the minutes of the February 19, 2014 Board meeting. Mrs. Ku seconded. Vote: 5 ayes, 1 abstained (Mrs. Roche)

MOTION: Mr. Alexander moved that the Board of Education approve the minutes of the February 19, 2014 meeting with the Public Building & Site Commission. Vote: 5 ayes, 1 abstained (Mrs. Roche)

Item 9 – Public Participation - none

MOTION: Mr. Alexander moved to go into executive session to discuss leaves of absence for teaching staff members. Mrs. Ku seconded. Motion passes unanimously.

Item 10 – Executive Session

Item 11 – Public Session

MOTION: Mr. Alexander moved to grant the teacher discussed in executive session a leave of absence without pay or health benefits for the remainder of the school year. Motion passes unanimously.

MOTION: Ms. Hamilton moved to adjourn. Mrs. Roche seconded. Motion passes unanimously.

Item 12 – Adjournment

The meeting adjourned at 10:30 p.m.

Respectfully submitted:

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Kathy Hamilton  
Secretary

BOE Communications Report, 3/4/14  
 Kathy Hamilton, Board of Education Secretary

<b>From</b>	<b>Date</b>	<b>Subject</b>
Vicky Ricks on behalf of HOM PTA	02/20/2014	Budget – HOM voted in support of armed officers for 2014-15 school year; HOM voted in support of the BOF restoring BOE budget to the Superintendent’s original request.
Carrie Battaglia	02/20/2014	Budget – Asking BOF for no more reductions
Jen Walsh + Matt Petrillo	02/20/2014	Budget - Asking BOF for no more reductions
David Battaglia	02/20/2014	Budget - Asking BOF for no more reductions
Julia Conlin	02/20/2014	Budget – Asking BOF to restore \$139,481
Stephanie Burns on behalf of SHS PTA	02/20/2014	Budget – SHS voted to ask BOF to support BOE budget
Stephanie Burns	02/20/2014	Budget – SHS voted to ask BOF to support BOE budget
Stephanie Argraves	02/21/2014	Question about blood drives at the High School and parental consent.
Laura Terry	02/24/2014	Request that school district send out reminder email for BOF meeting
Lauren Abdulrahman	02/25/2014	Concern about class size at HOM
Kerry and Craig Knop	02/25/2014	Concern about class size at HOM
Kinga Walsh	02/25/2014	Wants to understand BOE projected surplus and wants BOE to take a stand on the budget.
Kinga Walsh	03/04/2014	Budget

**JOINT MEETING OF THE PUBLIC BUILDING AND SITE COMMISSION WITH THE BOARD OF EDUCATION  
(with the Board of Education chairing the meeting)**

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE PUBLIC BUILDING AND SITE COMMISSION AND THE BOARD OF EDUCATION.

**Minutes of the Special Meeting of the Public Building and Site Commission and Board of Education held on Tuesday, February 11, 2014 in the Library of the Reed School, Newtown, CT**

The PB&S Commission called their meeting to order at 7:30 pm.

Board of Education Chairman Debbie Leidlein called the meeting to order at 7:30 pm.

**PRESENT:** BOARD OF EDUCATION: Keith Alexander, Michelle Embree Ku, David Freedman, Kathy Hamilton, Debbie Leidlein (Chair), Laura Roche, John Vouros, Ron Bienkowski, and John Reed (Superintendent); PUBLIC BUILDING AND SITE COMMISSION: Robert Mitchell (Chair), Joseph Borst, Thomas Catalina, Anthony D'Angelo, Roger Letso, Pete Samoskevich. **ALSO PRESENT:** Clerk of the Works William Knight, GERALYN HOERAUF from Diversified Project Management, three representatives from Svigals & Partners, Several members of the public and press.

**SCHEMATIC DESIGN REVIEW SANDY HOOK SCHOOL PROJECT**

Barry Svigal, Julia McFadden and Alana Konefal from Svigal & Partners used a PowerPoint to present three design schemes they prepared for the new Sandy Hook School. Discussion began with the proposed enhancement of Riverside Road in order to ease traffic flow. An animation of the enhanced Dickinson Drive approach to the school was shown which portrays buffers, plantings and architectural details to portray a welcoming entrance to the new school. There will be increased parking for staff and visitors and a dedication bus loop lane to assist traffic circulation. The building will be set on the east end of the property with the fields on the west side.

The design team presented three options for the building itself: (1) the Main Street scheme, (2) the Courtyard scheme, and (3) a Hybrid of the two. They answered questions proposed by all present with members of the Board of Education and the Design and Advisory board individually all expressing their preference to the Main Street theme. Comments ranged from it having a sense of simplicity and more ease of navigation for children and parents to it making the best use of the site and using a smaller footprint on the property. The architects also noted it is approximately 10% more energy efficient than the other two schemes.

The architects explained that the classroom wings in the back face the woods, giving it a treehouse effect with its southerly exposure providing better light. Courtyards between the wings will provide opportunities for creative outdoor space (yet to be determined). The concaved, curved front of the building houses the administration, library, cafeteria, etc. and provides a warm and secure welcome.

Members of the commissions asked questions about safety and layers of security. The Main Street theme allows classroom corridors to be locked down individually. The site water detention swales in the front of the building serves two purposes; it provides a warm welcoming for the children with natural water and vegetative elements while creating a buffer between the parking / drop off area and the school. Service vehicles use the bus loop with a service entry is on the west end near the cafeteria and custodial area. The west end of the building houses the gym and cafeteria (cafetorium) that are divided with a stage area that can have multiple uses. When questions about security arose, John Reed said there will be continued discussion and analysis occurring with regards to security technology. The architects have met with the State on a continuing basis to help facilitate any hurdles.

The architects had met with a variety of groups to review the program elements, Ed Spec and educational issues that were concerns. These were taken into account as a variety of design approaches were developed. These were also reviewed with the educational and administrative groups, narrowing the approaches to the three that met the majority of comments and concerns. These were presented to the joint meeting of the BoE and the PB&S Commission for information and comments.

The design approaches speak to the site, utilizing the site access and shape of the property to best advantage. Key elements were better site circulation, more parking and a better bus flow. These were used to create security buffer zones, allowing early indications if someone did not belong on the property.

There is no development at the “incident area.”

The school is situated at the southern side of the site, taking maximum advantage of the sun position, forested wetlands and a reflection of the natural environment. The site arrival sequence through the defined drives and parking areas provides the ability to create security zones that can be further developed as part of the integrated security programs.

All the approaches stressed a development of the natural environment as part of the building design. They reflect a close tie of Sandy Hook to the Pootatuck River that runs through it. The entry to the school would be over and through a conservation area that also acts as a security zone.

General comments from the BoE and PB&S were requested for each approach.

#### Main Street Approach

- This is a two story option with a central vertical circulation core, acting as a focus, bringing the natural environment into the entry.
- There is a single curved main corridor curving through the plan with several academic corridors emanating from this spine for each academic wing.
- The administrative areas are situated along the front of the school, facing the parking lots, with the academic wings toward the rear.
- The plan shows a simplicity and efficiency of space.
- The plan allows for a variety of security options as the plans would be developed.
- The plan creates a series of courtyards off the classroom wings that allow for added sunlight, added security and access to exterior teaching spaces.
- Small gathering areas are present at the ends of the wings, overlooking the forested space. These were referred to a “treehouses.”
- This approach was the most efficient in space usage, probably the most cost effective. It would also provide the most efficient energy modeling.

#### Courtyard Approach

- This option locates the two story library at the central entrance to the school, with internal courtyards on each side. Corridors wrap around the courtyards and lead to the academic clusters at the rear of the school.
- There seems to be a loss of focus on nature and a loss of views to the surrounding forested areas.
- Corridors would open onto the courtyards which would be planted with “maintenance free” greenery.
- There is an internal focus to the plan.
- Security issues would be handled in a similar manner to the Main Street Approach.

- The approach generates a good deal of corridor areas, allowing the students more room to roam and for parents to navigate.

#### Hybrid Approach

- As the name indicates, this option incorporates segments for each of the other two approaches.
- There are two main streets, one administrative and one academic.
- The courtyards are smaller, more pocket courtyards.
- The approach generates a larger footprint and less efficiency.
- Security issues would be handled in a similar manner to the Main Street Approach.
- The approach generates a good deal of corridor areas, allowing the students more room to roam and for parents to navigate.
- This is a less energy efficient approach.

The general view was that the Main Street Approach met the most program elements and concerns of the BoE and PB&S. This approach should be further developed for the Schematic Design presentations.

#### **NEXT STEPS**

The architects will move forward with a security review. They will continue to meet with the State to review and refine standards. School safety infrastructure guidelines have been drafted. They will do energy modeling and will continue to meet with the Land Use Agency representatives regarding the permitting process. The schematic design will close by March 14, 2014 followed by three weeks of estimating and then setting a budget. Following that is setting the construction schedule.

There will be examinations of the sustainable energy potentials for the school. These will be developed in a capital cost vs ongoing energy cost format for future discussions.

The Project Team will be reviewing the documents with the State agencies for security concerns and standards.

The project schedule is being developed with methods for completing the project on the original dates, with options for construction methods to speed the process.

The Schematic Design Package is scheduled for completion and review on March 14. Following that a full cost estimate will be developed.

After all questions and comment were raised, Mr. Letsco motioned to close the meeting of the Public Building and Site Commission meeting. Mr. Catalina seconded the motion and unanimously passed.

Mr. Alexander motioned to close the meeting of the Board of Ed which was seconded by Mr. Freedman and unanimously passed. The combined meeting adjourned at 9:30 pm.

**Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education meeting on February 11, 2014 at 6:00 p.m. in the Reed Intermediate School Library.

D. Leidlein, Chair	J. Reed
L. Roche, Vice Chair	L. Gejda
K. Hamilton, Secretary	R. Bienkowski
K. Alexander	2 Public
J. Vouros	2 Press
D. Freedman	
M. Ku	

Mrs. Leidlein called the meeting to order at 6:07 p.m.

Mrs. Roche questioned why there was no public participation on the agenda  
Mr. Alexander thought normally it's not on the agenda for special meetings.

MOTION: Mrs. Roche moved to go into executive session to interview the candidate for the Interim Principal of Newtown High School and invited Dr. Reed, Dr. Gejda and Jeff Jaslow.  
Mr. Freedman seconded. Motion passes unanimously.

Item 1 – Executive Session

The Board interviewed the candidate.

Item 2 – Public Session

MOTION: Mrs. Roche moved that the Board of Education appoint Jeffrey Jaslow Interim Principal of Newtown High School to begin February 19, 2014. Salary will be on a per diem basis according to the administrators' contract. Mr. Vouros seconded. Motion passes unanimously

Item 3 – Discussion and Possible Action on Security Budget

Mrs. Leidlein addressed a question from Ms. Hamilton regarding the document which didn't agree with what was in the budget book.

Dr. Reed said he had given out an update on security to Board of Education members only that was incorrect. The numbers in the budget from the previous meeting were correct.

Ms. Hamilton said the budget stated that for the current year we have eight security staff and the note says six guards are under the SERV Grant and four from the DOJ Grant. She asked if that was ten plus eight for the current year.

Mr. Bienkowski that was correct with 18 guards.

Ms. Hamilton asked what the total number would be for the 2014-2015 school year.

Dr. Reed stated there were 14 security guards to provide for the operating budget. When the 14 were proposed we already had three for a total of 17 for this year plus the Director of Security position. The confusion is what was to be charged to the operating budget and what was to the grants.

Ms. Hamilton would rather see the total number.

Mr. Bienkowski provided a document comparing Board of Education security staff and Newtown Police in our schools from 2010-2011 through the 2014-2015 school year. We don't have a number from the Monroe Police Department at Sandy Hook School for next year as that has not been determined.

Ms. Hamilton questioned why there were two security guards at each elementary school except for Sandy Hook, which only has one.

Dr. Reed said that was because was because of the Monroe Police.

Bob Tait told him the Town has been notified by the auditor that he can set up a fund for \$511,000 for the Board of Education to draw from for future needs. That money could be available if we ran into future problems with grant funding. Mr. Tait also doesn't feel we need a resolution tonight.

Below is Mrs. Llodra's letter.

*Good morning.*

*I understand that the BoE is meeting this evening to discuss security. Just a few thoughts here for your consideration if that is the case.*

*First of all, I understand your anxiety about where in the town or education budget security items will be represented. I have the same anxiety. I believe we have the same goal, that is to develop and fund the right and best plan for safety in our schools. I have confidence in the outcome of that effort for security knowing that we all are committed to same good end result. However, I am concerned that our process for getting to that end is fracturing. To any extent i have contributed to that fracture i am sorry.*

*As you know, I have supported from the outset the notion that items related to security would be documented separately by the BoE and BoS and then discussed collaboratively with the BoF and/or LC to resolve the question about where the funding for those items should reside. My position remains that it is a shared responsibility (education and municipal) as some items make more sense to be in the education budget and other costs should be borne by the BoS budget. You may not agree with that statement but I feel strongly in the power of a partnership for security in schools.*

*So I ask again that you please wait until we can discuss these issues in true collaboration as our budgets come together at the BoF level. I know full well that you (BoE and superintendent) want to be at the table when these decisions are made - as you should be. The same holds for the BoS. We should have the opportunity to be engaged in that discussion before decisions are made that affect our budget. I anticipate that we might take on significant and appropriate funding responsibility - i have no problem with that. So, let's talk together and lets involve the BoF and/or LC. I value the role these other boards can play.*

*Also, there is a benefit in having those leaders engage - it ups their commitment to the outcome and begins to set the stage for the long term planning we need to do.*

*I am interested in your thoughts on this. I am traveling today but will check my email frequently.*

*Please share this in full text prior to the meeting tonight with every member of the BoE. I am copying the BoS, the chair of BoF and chair of LC.*

*Pat*

Dr. Reed read the following possible motion.

Move that the Board of Education adopt a security budget for personnel and arming equipment in the amount of \$540,562 with the acknowledgement that \$324,525 of this request is in the Board of Education's adopted budget above and that the district has applied for \$209,024 in potential offsets through the SERV Grant and DOJ Victims Grant program impacting the 2014-2015 school year.

The Board's action assumes a partnership with the First Selectman and the Board of Selectman pertaining to future funding of this program based upon the recognition that dollars for armed police protection at our schools is currently provided from within the Selectman's budget. The proposed program for armed school safety officers will be more cost effective than the current practice and the Board of Education believes that future costs for the SSO program should, in some way, be paid for by funds currently allotted for police officers in our elementary schools.

Dr. Reed used the example of when Parks and Rec took over maintaining the school fields from the Board of Education. All of the money for their functions in the Board of Education budget was transferred to Parks and Rec.

Ms. Hamilton said that the motion read does not represent my views about this situation. Security is necessary and she doesn't think it matters where it goes. A decision has been made to follow the North Branford model for SSOs for security in our schools. That model is the SSOs will report to the school district but have training through the police department. As far as paying for the SSOs, whoever is in charge of managing the program should be the ones paying for the program. If we want to add an SSO, she doesn't want an issue regarding how it will be funded. If we take on the program, we should pay for it and manage the whole piece.

Dr. Reed's recommendation is to take no further action at this time. People need to see how this will be cooperatively developed. If grants come in short we need to know who will be paying the next year which should be the Town. He believed that Mrs. Llodra's letter addresses this cooperative responsibility in a very positive fashion.

Mr. Alexander agreed with Dr. Reed. He doesn't want to pass a motion that may undercut any previous motion. Our budget includes what we expected to cover for security.

Mrs. Roche asked if Mrs. Leidlein had reached out to other board chairs.

Mrs. Leidlein spoke to Mrs. Llodra who said staffing was in the Board of Selectman budget and they didn't need to have a motion and vote on it. She had stated, "We fully expect for costs for materials will rightly find way into municipal budget." She is fully prepared when the budget goes to the next level that her budget will be increased to meet costs.

Mrs. Leidlein also spoke with John Kortze who said that all are committed to making sure going forward in planning for other years there will be a committee with members of all boards to discuss funding. He also didn't feel we needed a motion at this time.

Mr. Vouros expressed his concern on where the money will come from if one of the budgets failed and the funds have to be removed. It can't be taken from security.

Ms. Hamilton said we have the \$511,000 that we will have access to for education purposes until it runs out. We heard we will have some excess money from this year between \$500,000 and \$600,000. There is also \$209,000 in grants. She was concerned that we don't see specific documentation that will cover the SSOs.

Dr. Reed said it was imperative we be the judge of how many armed guards we need. We are still in a transition time with sensitivity to this. We have to trust we aren't going to get into a situation where someone else knows best what we need.

Mrs. Roche asked to have Mrs. Llodra's letter and the motion written into the minutes.

MOTION: Mr. Alexander moved to adjourn. Mr. Vouros seconded. Motion passes unanimously.

Item 4 - Adjournment

The meeting adjourned at 7:30 p.m.

Respectfully submitted:

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Kathy Hamilton  
Secretary

# DONATIONS

To BOE for Approval on March 4, 2014

3/4/2014

## SHES

Hylton High School choral Boosters, Woodbridge, VA  
For Music Program

\$500.00

Ck# 2257

Connecticut Student Nurses Association  
For school nurse

\$ 1,000.00

Ck# 594

Total

\$ 1,500.00

\$ 1,500.00

## SHES Library

## Newtown Public Schools

\$ -

\$ -

Total

\$ -

\$ -

## NPS Teachers

\$ -

\$ 1,500.00

\$ 1,500.00

2/15/2014

Dear Newtown Board of Education:

On behalf of Newtown Babe Ruth baseball, please accept our donation of \$750.00 to the Newtown High School baseball program. The proceeds were raised at our Annual Hot Stove Dinner in which Head Coach Matt Memoli participated. Many Newtown High School baseball players have come through our Babe Ruth program and we are committed to helping the high school and their program.

This gift is a token of our appreciation for Coach Memoli's commitment to the youth of Newtown and as a continued effort to bridge our youngest participants to our wonderful high school players who love America's game. Thank you and we look forward to a continued relationship with Newtown Schools

Sincerely,

*Christian Petersen*

Chris Petersen  
Director of Instruction  
Newtown Babe Ruth

We make a living by what we get, but we make a life by what we give. ~Winston Churchill

Newtown, CT 06470 • 203-48-0896 • cpetersen@ridgefield.org

NEWTOWN BABE RUTH BASEBALL

TO: Dr. John Reed

FROM: Charles Dumais

Date: February 20, 2014

Please accept the anonymous donation of \$5,000 to the Newtown High School Drama Department. The funds are to be used specifically for the production of Peter Pan.

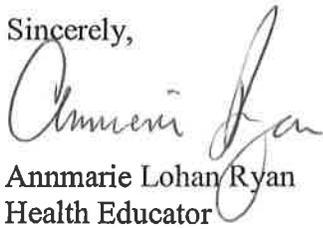
Thank you.

February 7, 2014

Dear Dr. Reed,

This letter is to inform you that I will not be returning in August 2014 to resume my position at Newtown Middle School. I would like to express my deepest thanks for the opportunity to work with the students of NMS over the past seven years. It was truly an honor to have been their teacher.

Sincerely,

A handwritten signature in cursive script, appearing to read "Annmarie Lohan Ryan".

Annmarie Lohan Ryan  
Health Educator

Additional Spring Coach:

Taylor Carroll-Marino  
Assistant Boys Track  
Step 1

**NEWTOWN PUBLIC SCHOOLS  
BUSINESS OFFICE**

**MEMORANDUM**

**DATE:** February 28, 2014  
**TO:** Board of Education  
**FROM:** Ron Bienkowski, Director of Business  
**SUBJECT:** Food Service Contract

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After a comprehensive review of the proposal received from Chartwells, and discussion on February 3rd, the Food Services Evaluation Committee invited Chartwells to make a presentation and answer questions.

Based on information in their proposal, subsequent communications, and representations made in their presentation to the committee on February 10th, Chartwells was unanimously recommended for a one year contract award with a four year renewal option.

Below is the outline of activities which brings us to date:

- An RFP (Request for Proposal) is required every 5 years in accordance with the National School Lunch Program (NSLP) regulations.
- State Department of Child Nutrition reviewed and approved of RFP on December 3, 2013
- Published Legal Notice to The Bee and Danbury News-Times on December 4, 2013
- Mandatory walk-thru of all schools held on December 23, 2013 which included two participants: Whitsons & Chartwells
- RFP was received and opened on January 22, 2014. Whitsons sent letter declining participation.
- Review committee established January 27, 2014. At which time the committee received and reviewed RFP's.
- Committee met on February 3, 2014 to discuss and schedule presentation. (Minutes attached).

- Chartwells made presentation and addressed concerns on February 10, 2014 to committee members. (Minutes attached). The committee reviewed 2 options;
  - Option 1 – breakeven budget with Health Foods Certification (district wide)
  - Option 2 – guaranteed profit of \$35,238 with Healthy Foods Certification (K-8)
- Committee voted to recommend to Board of Education Option 2. Participation of NSLP in K-8 and having the High School off the NSLP program which will offer more opportunities.

Next Steps:

- Require Board of Education action
- Following Board of Education action, actual contract needs State approval.
- After State approval contract document signed by Board of Education Chair

## Chartwells Capital Investments

<b>Facility Improvement</b>	<b>Amount</b>
<b>High School</b>	
Digital Signage	\$8,000
Renovation of Outtakes or other areas	\$30,000
<b>Middle School</b>	
Painting	\$6,000
<b>Elementary Schools – Kids Stop Café</b>	
Head O’Meadow	\$31,000
Middle Gate	\$15,000
<b>Grand Total</b>	<b>\$90,000</b>

<b>Other Annual Chartwells Commitments</b>	<b>Amount</b>
Employment of Registered Dietitian – Jill Patterson	\$60,000
Scholarship awarded annually to High School senior	\$2,000
Nutrition grant to annually fund Food Play Productions in one of Newtown’s elementary schools	\$1,500

Food Service Contract Evaluation Committee  
Minutes of February 3, 2014 9:30 a.m.

Attendees:

Kathy Hamilton, Board of Education Secretary  
Jo-Ann Peters, Principal, Hawley Elementary School  
Chip Dumais, Principal, Newtown High School  
Suzette LeBlanc, Food Service Inspector, Department of Health  
Ron Bienkowski, Director of Business  
Joanne Morris, Business Office Coordinator

- Ron discussed confidentiality of Proposal and also read a letter from Whitsons; another vendor who opted out of RFP.
- Summary of Chartwells Program options:
  - o Breakeven budget Option 1 with Healthy Foods Certification
  - o Not participate in National School Lunch Program at the High School would mean a \$35,000 profit with Healthy Food Choice
- Chartwells Offers:
  - o Guaranteed break-even budgets
  - o Planning on \$90,000 capital investment; \$60,000 amortized in program over 5 yrs. \$30,000 Chartwells funded
  - o Digital Signage at High School
  - o Kid Stop Cafe at Head O'Meadow and Middle Gate
  - o Student Feed Back Program
  - o Foodplay Productions for Elementary schools
  - o Scholarship \$2,000 each year
  - o Expansion of Center of Excellence
  - o Jill Patterson is included as a Resident Dietician at Chartwells expense
- Kathy Hamilton asked if employees are Newtown Public Schools or Chartwells?  
Employees are Chartwells. JoAnn Peters said Chartwells has been responsive to specific issues at her school.
- Town and State does Health inspections – 3 times a year. Suzette LeBlanc stated they are always unannounced and Ron reported we have gotten excellent scores.
- Considered changes would be:
  - o High School - Digital Signage
  - o Middle School – painting over tile \$6,000
  - o Head O'Meadow – Relocating Servery area \$31,000
  - o Middle Gate – Relocating Servery area \$15,000
- Kathy Hamilton asked why not improve Middle School servery?  
Answer: Timing and scheduling issues. They did improve equipment and servery area during prior contract. Also very limited space.

Food Service Contract Evaluation Committee  
Minutes of February 3, 2014 9:30 a.m.

- Kathy Hamilton asked if we make any revenue off of food sales?  
Answer: We break even enough to cover expenses. Profits are reinvested in equipment. Newtown Public Schools is responsible for equipment repairs, water, etc....
- IPOD Surveys will be provided by Chartwells this March at High School and Middle School.
- Optional investment: Change seating at High School – more Café seating. Chip said Café seating limits flexibility of the room. Students’ can’t socialize at a ‘bar’ area. Jo-Ann Peters commented on round tables are more conversational. Chip said round tables tend to limit seating. Reed tables are split down the middle and serve dual purpose.
- Benefits of relationship with Chartwells:
  - o Organizational structure and support
- Kathy Hamilton asked what was the management fee: \$27,459. General Support and Administrative Expenses = \$179,240
- Kathy Hamilton asked about feedback on pricing of meals. Ron replied it depends on food costs, labor costs have tightened up. It is Chartwells job to make the budget work.
- Kathy Hamilton asked about snow days and loss of sales. Ron said it is based on time of year. Losses generally show in the beginning of the school year due to preparation time in July and August. As time goes on during the year the losses are less. The lack of days of service are captured in the contract and snow days are made up.
- JoAnn Peters commented on the elementary schools are looking for improvement in lunches and space.
- Suzette LeBlanc stated the server at the Middle School is challenged with space issues.
- Kathy Hamilton asked what is different with this contract vs. last contract:
  - o Sophisticated in approach to sales
  - o Servery opportunities – re-engineering of food options and concepts
  - o More commitment to locally grown produce
  - o Continuing a good partnership
- There are 2 decisions to make:
  1. Give Chartwells the contract for the next 5 years?
  2. Go off the National School Lunch Program (NSLP) at the High School? It will effect the Free & Reduced Lunches at the High School – This is incorporated in other expenses in Option 2 budget.

Food Service Contract Evaluation Committee  
Minutes of February 3, 2014 9:30 a.m.

- Currently we are participating in the National School Lunch Program. We are not currently in the Healthy Food Choice Program which provides .10¢ additional per meal from the State.
- Chartwells mentioned in their proposal of a 1 day/wk vegan day.
- High School would not get reimbursement for type A choice meals. Healthy Food Choice Program would be at all schools except for High School.
- Benefit of \$0.10 profit in Healthy Food Choice Program.
- Talked about a cart at the High School for fruit, bars, etc.....Issues are: location of cart, Fire Marshal, Revenues, Transportation of food and preparation.
- Next Step:
  - o Representatives of Chartwells come in to talk about their proposal and the High School, and get a better understanding on what goes on at the High School and what they are proposing.
  - o Confirm we made a good choice of Vendors.

Next meeting is scheduled for Monday, February 10, 2014 9:00 a.m.

Agenda: Questions for Chartwells  
Focus on High School  
Wrap everything up  
2 Motions for the Board of Education

MINUTES OF  
CHARTWELL PRESENTATION OF PROPOSAL  
February 10, 2014, 9:00 a.m.

Attendance

Chartwells

Eric Pimental, Regional Vice President  
Tom O'Donnell, Regional Director of Operations  
George Sottile, District Manager  
Kim Gunn, Client Relationship Manger  
Dan Shields, Director of Dining Services  
Jill Patterson, Dietician

NPS Evaluation Committee

Kathy Hamilton, Board of Education Secretary  
David Freedman, Board of Education Member  
Jo-Ann Peters, Principal, Hawley Elementary School  
Chip Dumais, Principal, Newtown High School  
Suzette LeBlanc, Food Service Inspector, Dept of Health  
Ron Bienkowski, Director of Business, NPS  
Joanne Morris, Business Office Coordinator, NPS

- A Presentation “ Newtown Public Schools and Chartwells, A continuing partnership” was presented by Chartwells
- Elementary students – Head O’Meadow and Middle Gate – Kids’ Stop Café
- All Elementary schools – FoodPlay Productions – 1 school per year, no cost to district
- Middle School – New color scheme – students at Middle School to help pick colors
- High School Changes:
  - o Satisfaction surveys using IPOD
  - o Digital signage (HS, Reed & Middle School) – LCD screens, no paper, showcase foods, next day special
  - o Option 1 – Outtakes quick cuisine -“ to go pre-packaged meals concept”
  - o Option 2 – HS off National School Lunch Program which will open up options such as:  
Sub Program - like a Panera Bread, Chef Jet – stir frys, - Street Food,  
means more diversity and flexibility – no restriction on portion size  
New A la carte regulations are driving this
- 80% of High School students choose A la Carte, about \$3,000 per day
- Free & reduced lunches at High School – will be covered through program
- Keep prices within current platform
- Need positive public relations campaign to go off NSLP at High School – Healthy Food Choice at all other schools – will make the district eligible for an additional 10¢ per meal reimbursement.
- More waste on NSLP with type A due to regulations - #'s say everything for A la Carte.

- We have ability to be flexible due to the lower free & reduced counts.
- Chip commented on interaction with Chartwells – positive feedback
- Chartwells would provide site visits to other schools if interested
- Ron stated on Healthy Food Certificate – impacts – after school activities – need Board policy
- Kathy Hamilton stated fund raisers on campus are a problem
- Jo-Ann Peters stated after school hours are okay
- David Freedman stated the word “sold” is a key word
- Jo-Ann Peters stated our Board Policy have guidelines
- Ron moved that the Evaluation Committee recommend Option #2 to go to the Board – 6 ayes
- Contract will be sent to David Freedman and Kathy Hamilton for review before going to the Board for approval. Once Board approves contract, it will be then sent to the state for approval.

## REQUIREMENTS FOR GRADUATION

In order to graduate from the Newtown Public Schools, students must earn a minimum of twenty-three (23) credits in eight (8) areas of the curriculum and demonstrate competency in spoken communication, written communication, problem solving, and information literacy. Beginning with the class of 2018, students must complete 1 credit of World Language.

The Board of Education shall award a high school diploma to any World War II veteran, veteran of the Korean Hostilities, or a Vietnam-era veteran requesting such diploma who left high school for military service as defined in the statutes.

### Credit Distribution Requirement:

The following credits must be earned:

Area I	English – 4 credits including English I, English II, and a course that includes American literature.
Area II	Social Studies – 3 credits including 1 in American Studies or American History, ½ in American Government, ½ in Economics, ½ in Western Studies, and ½ in an Area Studies course
Area III	Math – 3 credits
Area IV	Science – 3 credits
Area V	Physical Education – 1-½ credits
Area VI	Fine and Applied Arts – 1-½ credits, including ½ credit in Personal Financial Literacy
Area VII	Electives – 6 credits
Area VIII	World Language – 1 credit

All courses to satisfy local and statutory requirements in Areas I-VIII must be earned between the beginning of grade 9 and the end of grade 12.

Students classified as ninth, tenth, and eleventh grade must enroll in a minimum of six courses each semester. Twelfth-grade students must enroll in a minimum of five courses each semester. Only students with a minimum of 15 credits will be designated as seniors.

Students who earn high school credits in the middle school cannot apply them to required units in Areas I-VIII.

Students must attend a minimum of six (6) semesters of high school (grades 9-12) to qualify for graduation.

### **Demonstration of Required Competencies:**

Each student will demonstrate competency of the required standards in written and spoken communication, problem solving, and information literacy. Through classroom performance, students will successfully complete a task in each of the standards. The tasks will be scored against a district approved analytical rubric. Students will be given at least two opportunities each year beginning with the sophomore year to meet each standard through classroom performance until the standards are met. Students can also meet the standards of written

performance and/or problem solving through performance on identified portions of the statewide mastery exam. All standards in the following areas must be met unless waived through a Planning and Placement Team process to develop an Individual Education Plan or using 504 procedures:

**1. Written Communication**

- a. Critical thinking – The student takes and supports a position on information and ideas.
- b. Written performance – The student conveys information and ideas in a variety of written formats such as narrative, expository, or descriptive.

Note: The alternate method to meet the written communication requirement is to reach state goal on both the reading and writing portions of the statewide mastery exam.

**2. Spoken Communication**

- a. Spoken performance – The student conveys information and ideas to others in a presentation using spoken language, non-verbal language, and multi-media.

**3. Problem Solving**

- a. The student uses inquiry strategies and applies appropriate procedures to solve and communicate an authentic problem or situation.

Note: The alternate method to meet the problem-solving standard is to reach state goal on both the math and science portions of the statewide mastery exam.

**4. Information Literacy**

- a. The student demonstrates strategies to identify, locate, and interpret information.
- b. The student relates and applies new knowledge using a variety of sources including technology.

**Notification**

1. Students – Students who have not met the standards will be notified in writing as part of the scheduling process at the end of the sophomore and junior years. Seniors who have not met the standards will be notified in person by their guidance counselor in September, January, and April of their senior year.
2. Parents – Parents of students who have not met the standards will be notified in writing at the end of the sophomore and junior years. Parents of seniors who have not met the standards will be notified in September, January, and April of the senior year.
3. Teachers – At the beginning of the school year teachers will be given a list of the students who need to meet the performance standards showing the particular standards that need to be met.

### **Exception for Transfer Students**

If a student transfers into the Newtown Public Schools after completing at least three years in a high school out of state, he/she may be exempted from Newtown's Competency Standards for graduation. If a student transfers into the Newtown Public Schools after completing at least three years of high school in Connecticut, Newtown will accept the completed standards from the sending district.

Legal Reference: Connecticut General Statutes

10-14n Statewide mastery examination. Conditions for reexamination. Limitation on use of test results.

10-221a High school graduation requirements. (As amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II, P.A. 00-156, An Act Requiring A Civics Course for High School Graduation, P.A. 08-138, An Act Concerning High School Credit for Private World Language Courses and Other Subject Areas, and P.A. 10-111, An Act Concerning Education Reform in Connecticut and P.A. 11-135, An Act Concerning Implementation Dates for Secondary School Reform.

10-233(a) Promotion and graduation policies. (as amended by PA 01-166)

Adopted 6/12/79

Modified 1/11/83, 2/13/85, 3/12/96, 7/9/02, 6/12/07, 2/7/12, 3/18/14 (renumbered from 7-302)

**JOINT MEETING OF THE PUBLIC BUILDING AND SITE COMMISSION WITH THE BOARD OF EDUCATION  
(with the Board of Education chairing the meeting)**

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE PUBLIC BUILDING AND SITE COMMISSION AND THE BOARD OF EDUCATION.

**Minutes of the Special Meeting of the Public Building and Site Commission and Board of Education held on Wednesday, February 19, 2014 in the Library of the Reed School, Newtown, CT**

The PB&S Commission called their meeting to order at 7:10 pm.

Board of Education Chairman Debbie Leidlein called the meeting to order at 7:10 pm.

**PRESENT:** BOARD OF EDUCATION: Keith Alexander, Michelle Embree Ku, David Freedman, Kathy Hamilton, Debbie Leidlein (Chair), John Vouros, Ron Bienkowski, and John Reed (Superintendent); PUBLIC BUILDING AND SITE COMMISSION: Robert Mitchell (Chair), Joseph Borst, Anthony D'Angelo, Roger Letso, Pete Samoskevich. **ALSO PRESENT:** Clerk of the Works William Knight, GERALYN HOERAUF from Diversified Project Management, four representatives from Svigals & Partners, Several members of the public and press.

**SCHEMATIC DESIGN REVIEW SANDY HOOK SCHOOL PROJECT**

Barry Svigals, Julia McFadden and Alana Konefal from Svigals & Partners used a PowerPoint to present three design schemes they prepared for the new Sandy Hook School. Ms. McFadden then moved on to go into greater detail of the Main Street Approach, as selected at the previous joint session. She presented both floor plans and potential elevation studies which are being used to develop the massing and materials for the new school. The drawings were an advancement of the design.

Ms. McFadden also noted that the SHES website is in full operation and the updated plans and other documents will be posted on it. Access to the website can be made through the Town website.

There was a discussion on the planned emergency access from Crestwood. This is intended to be a gated, locked emergency vehicle only access. No access to the site or playing fields could be made by the public.

There will continue to be discussion to discuss the supervision of site access traffic and the bus drop off areas.

Mr. D'Angelo requested that the next site plan indicate the sunrise/sunset orientations.

Ms. Konefal did a more detailed review and description of the developed plans. These showed a room by room layout for the entire building. The plan allows for sections to be closed off for public access activities, limiting access to the entire building.

Mr. D'Angelo and Mr. Vouros suggested that the Main Street be made wide enough to hold multiple functions. This is more than a corridor. We should consider it more as a boulevard. The central core with its stairs should act as a core element tying the circulation of the school together. Added height in sections will also act as focal points.

The treehouses will act as special spaces where teaching may take place or where parents and students can share time.

While there are toilets at the main corridor intersection for all grades, the Pre-K, Kindergarten and first grades will have toilets in the classrooms.

Mr. Svigals discussed the design inspirations for the project character. Sandy Hook and Newtown are characterized by rolling hills, forests, the Pootatuck and spires projecting upward. The designs will look to natural elements, wood and stone as the material palette. The natural environment of the school presents a canopy of trees with a sense of enclosure.

The intent is to create a school with welcoming arms. There will be tremendous light at the front of the building and in the interior of the school. The interior is always orientated so the children know where they are.

The land is lower around the entrances, acting as a security zone, without looking like one.

Food service design for the school will be developed through a consultant to the project team.

Ms. McFadden presented the current time frame. Schematic Design will be completed by March 14, 2014. The cost estimate will be completed by April 7, 2014. There will be alternative costs for the variety of potential materials and security issues.

Mr. Borst motioned for the meeting to be adjourned, seconded by Mr. Letso. The motion was passed unanimously. The meeting adjourned at 8:00pm.

**Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education meeting on February 19, 2014 at 6:00 p.m. in the Reed Intermediate School Library.

D. Leidlein, Chair	J. Reed
L. Roche, Vice Chair (absent)	L Gejda
K. Hamilton, Secretary	R.Bienkowski
K. Alexander (6:10 p.m.)	1 Press
J. Vouros	
D. Freedman	
M. Ku	

Mrs. Leidlein called the meeting to order at 6:02 p.m.

Item 1 – Pledge of Allegiance

Item 2 – Consent Agenda

MOTION: Ms. Hamilton moved to approve the consent agenda which included the minutes of February 6 and February 11, 2014, the leave request and high school spring coaches.

Mr. Vouros seconded.

MOTION: Ms. Hamilton moved to remove the minutes of February 6 and February 11, 2014 and the leave request. Mr. Freedman seconded. Motion passes unanimously.

Vote on the high school spring coaches: Motion passes unanimously.

Item 3 – Public Participation

Item 4 – Reports

Correspondence Report: Ms. Hamilton read the attached list of correspondence.

Chair Report: Ms. Leidlein mentioned the Board of Finance public hearing on the budget was Thursday night at 7:00 p.m. February 24 will be the Board of Education budget presentation to the Board of Finance at 7:00 p.m. and their meeting on February 27 will discuss security and enrollment.

Superintendent's Report: Dr. Reed met with Tom Kuroski to discuss possible teacher retirements and is expecting information from the union. He referred to a document written by CAFE, CASBO, CAPSS and CAS regarding state funding for public schools. He shared with the Board a draft regional calendar from Education Connection for the 2015-2016 school year. He said during the next charter revision to propose that the referendum date be changed because of the number of families that travel over the April break.

Dr. Reed spoke about the budget and the impact of the Sandy Hook tragedy on our school system, our students, staff and families. This has also had a short term impact on people moving into this town and no one can determine the scope of that impact during the next three to five years. In a video sent to parents he stated the next 15 months is the most important time for parents to be involved in the Town. There's a lot at stake. Enrollment is a variable we have to deal with. Redistricting should not occur until the opening of the new school.

Mr. Vouros commented that the visiting priest from Scotland said it has been 17 years since their school tragedy and they are still dealing with it.

February 6, 2014 Minutes:

Ms. Hamilton referred to her correction on page six where the vote on the amendment was listed twice and her additional comments on page 7 as follows.

*Ms. Hamilton said that this is saying that there is this other ancillary budget. We don't know whose budget it is going to go into and we are going to leave it up to the Board of Finance to decide? I don't understand why we haven't decided this with the Board of Selectman prior to getting to this point.*

*Ms. Hamilton said that my impression of pulling this information out was to understand what the costs were not to present it as a separate budget.*

*Ms. Hamilton said that I would have recommended that we had decided this prior to and does not think this is a good way to go.*

The following sentence was eliminated on page 7 before Mrs. Leidlein's first statement.

*Ms. Hamilton said we don't know whose budget it will go into and asked why this hadn't been decided.*

MOTION: Ms. Hamilton moved to approve the amended minutes of February 6, 2014.

Mr. Vouros seconded. Motion passes unanimously.

Dr. Reed stated he believed the minutes should reflect action and cannot capture all comments at a meeting. The meetings are recorded for that purpose.

Mr. Freedman questioned Dr. Reed's concern regarding changing the minutes.

Vote on amended minutes: motion passes unanimously.

Minutes of February 11, 2014:

Ms. Hamilton referred to her additional sentence at the beginning of her comments on page 3 as follows.

*Ms. Hamilton said that the motion read does not represent my views about this situation.*

MOTION: Mr. Alexander moved to approve the amended minutes of February 11, 2014.

Mr. Vouros seconded. Motion passes unanimously.

Mr. Freedman wanted more information involving the leave of absence request and asked if this had any impact on the budget.

Dr. Reed said this could not be addressed in public session. The leave has no impact on the budget. We have numerous teachers who will lose their jobs because of the reduction of teaching positions and the approval of the leave would keep one of those teachers employed.

MOTION: Ms. Hamilton moved to table the leave request until the next regular meeting.

Mr. Freedman seconded.

Mrs. Ku asked if there was any effect if we wait until the next meeting.

Dr. Reed doesn't know what the effects would be.

Mr. Vouros felt this should have been investigated prior to the meeting. This is important and many things are considered before someone requests a leave. If it is tabled now and he was the teacher, he would be offended.

Mr. Freedman had concerns and wanted more information that he didn't feel he would get prior to the meeting and would prefer to wait.

Dr. Reed said this recommendation is his best judgment.

Mrs. Leidlein was not in favor of tabling the motion. This is a quality teacher we would be lucky to have back and he wants to come back. This has no impact on the budget.

Ms. Hamilton said if Board members aren't comfortable they should be able to ask questions and it should be in public.

Vote on motion to table the request: 2 ayes, 4 nays (Mrs. Leidlein, Mr. Alexander, Mr. Vouros, Mrs. Ku) Motion failed.

Vote on approval of the leave request: 4 ayes, 2 nays (Ms. Hamilton, Mr. Freedman) Motion passes.

MOTION: Mr. Alexander moved to approve the financial report for the month ending January 31, 2014. Mrs. Ku seconded.

Mr. Bienkowski presented the financial report. There are no transfers this month as a result of the time constraints in preparing the 2014-2015 budgets. The Town of Monroe included gallons of oil for Chalk Hill and sent us the bill. Our budget estimate is 21,000 gallons and Monroe's was 44,000 gallons. It would be prudent to include an estimate for Chalk Hill.

Ms. Hamilton asked if we could make up the oil usage when we top off the tanks over the summer.

Mr. Bienkowski said we could do that based on available funds prior to the end of the fiscal year.

Motion passes unanimously.

February 4, 2014 Minutes:

MOTION: Mr. Alexander moved to approve the minutes of February 4, 2014. Mr. Freedman seconded. Motion passes unanimously.

Item 7 – Public Participation

MOTION: Mr. Alexander moved to adjourn. Mr. Freedman seconded. Motion passes unanimously.

Item 8 - Adjournment

The meeting adjourned at 7:02 p.m.

Respectfully submitted:

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Kathy Hamilton  
Secretary