

**WALLINGFORD BOARD OF EDUCATION  
LYMAN HALL HIGH SCHOOL  
AUDITORIUM  
70 POND HILL ROAD, WALLINGFORD  
MONDAY, SEPTEMBER 24, 2012**

**\*6:30 P.M. RECEPTION IN LYMAN HALL LOBBY\***

**Mission:** *To inspire, educate and support all students as they discover and pursue their personal best.*

**Vision:** *Wallingford Public Schools, with families and community, will distinguish itself with innovative teaching and learning experiences in a safe and supportive environment. Our goal is to ignite passion for learning and excellence in every student so that each becomes a life-long contributor to the local and global communities.*

**MINUTES**

**CALL TO ORDER**

The meeting was called to order by the Acting Chairperson, Joe Marrone, at 7:10 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

The Clerk of the Board, Elizabeth Napolitano, called the roll.

**BOARD MEMBERS PRESENT**

**CASTELLI, MANSFIELD, MARRONE, MILLER, REYNOLDS, VOTTO**

**BOARD MEMBERS ABSENT**

**BROODER, CEI, MCKAY**

**STAFF MEMBERS PRESENT**

**MENZO, COHN, GUARINO, WINTERS, WONG, BACKUS, DEPTULA, MANCUSI,  
NAPOLITANO**

**STUDENT BOARD REPRESENTATIVES**

**MacKenzie Mendrygral, Student Board representative from Mark T. Sheehan,** came before the Board to give a report as listed below

- The orientation for new students was successful and Mrs. Duthie reminded everyone about the school rules and welcomed everyone
- Guidance is holding a Community Service Assembly for the freshmen and also going to classrooms to get families and students connected to Novice and trying to be proactive.
- Mrs. Sperry had an instrumental petting zoo for fourth graders and it was a great learning experience.
- Mrs. Krasniqi is looking forward to the yearbook this year.
- There were freshmen elections this past week and a lot of students are ready to participate in their class of 2016.
- There was a successful Club Recruitment Day where many students signed up to become a part of the school.

- Mrs. Colwick is getting ready for one of the most spiritual school days of the year, Powder Puff.
- There will also be a blood drive.
- Red Ribbon Week will be on October 23<sup>rd</sup>
- There will be ads on Safety and they want to bring awareness and alertness about distracted driving
- This Thursday there will be an Open House at Sheehan where there is an opportunity for the parents to see what their student's day to day life is in the halls of Sheehan. Student Council members will be available to help guide them through the school.
- We also have a Marching Band competition on the 29<sup>th</sup> and they have been practicing very hard and we wish them the best of luck.

**Katherine Fiorillo, Secretary of the Class of 2013 from Lyman Hall**, came to the podium to give her report since Jeff Zakrezewski was not available.

- Katherine Fiorillo introduced herself and said she is the Secretary for the Class of 2013.
- She reported an excellent opening of school this year.
- Lyman Hall has 36 AP Scholars and a 3 Star Chapter of Future Farmers of America.
- Open House was held on September 20<sup>th</sup>.
- Sports Night was on September 6<sup>th</sup>.
- A home band competition will be held at Lyman Hall on October 6<sup>th</sup> as well as the SAT test site that morning.
- Parent Conferences are scheduled for October 16<sup>th</sup>
- The Annual Freshman Leadership Conference is scheduled for October 17<sup>th</sup>.
- The Haunted Hallways returns on October 25<sup>th</sup>.
- A blood drive will be held on October 26<sup>th</sup>.
- Lyman Hall is certainly off to a busy but productive start to the school year.

## **PRESENTATION OF AWARDS**

### **Recognition of Staff members and others involved in District Initiatives and Activities**

Dr. Menzo stated that the district is fortunate to have so many staff members who helped with the curriculum writing, volunteered to help students, served on committees, and many other activities that helped the district to be more successful.

He presented a PowerPoint to thank staff for everything they have done.

Board members commented and commended the staff members for all they do.

## **QUESTION AND ANSWER SESSION**

There were no questions brought before the Board.

**MOTION TO GO INTO EXECUTIVE SESSION FOR DISCUSSION OF CANDIDATE(S) FOR TEACHING POSITION(S) AT 7:30 P.M.**

**MOTION: VOTTO, SECOND BY REYNOLDS**

**VOTE: UNANIMOUS APPROVAL TO GO INTO EXECUTIVE SESSION FOR DISCUSSION OF CANDIDATE(S) FOR TEACHING POSITION(S) AT 7:30 P.M.**

**BOARD MEMBERS PRESENT IN EXECUTIVE SESSION**

**CASTELLI, MANSFIELD, MARRONE, MILLER, REYNOLDS, VOTTO**

**STAFF MEMBERS PRESENT IN EXECUTIVE SESSION**

**MENZO, GUARINO, COHN**

**MOTION TO COME OUT OF EXECUTIVE SESSION AT 7:40 P.M.**

**MOTION: CASTELLI, SECOND BY MILLER**

**VOTE: UNANIMOUS APPROVAL TO COME OUT OF EXECUTIVE SESSION AT 7:40 P.M.**

*Regular meeting reconvened at 7:41 P.M.*

**CONSENT AGENDA**

**MOTION: VOTTO, SECOND BY CASTELLI**

**VOTE: UNANIMOUS APPROVAL TO ACCEPT THE CONSENT AGENDA ITEMS 7.1-7.9, 7.12 & 7.13**

- Approval to Accept BOE **Minutes** dated August 20, 2012
- Approval to Accept Special BOE **Minutes** dated September 4, 2012
- Approval to Accept Board of Education **Financial Report** for July 2012
- Approval to Accept Board of Education **Financial Report** for August 2012
- Approval to Accept **Cafeteria Financial Report** for July 2012
- Approval to Accept **Cafeteria Financial Report** for August 2012
- Approval to Accept **Transfer** from Account #100B – Contingency to Account #739A – Non-Instructional Equipment \$3,259
- Approval to Accept **Transfer** from Account #100B – Contingency to Account #431A – Custodial Cleaning Services \$7,803
- Approval to Accept **GIFT** of Donation to the 21<sup>st</sup> Century Innovation Project from Gale Development, LLC, 11 West 42<sup>nd</sup> St. 18<sup>th</sup> Floor, New York & 110 Leigus Road, Wallingford \$15,000
- Approval of Proposed Adoption of New Policy – Student Health Services – 5141
- Approval of Proposed Adoption of New Policy – Health Assessments and Immunizations – 5141.3

**ITEMS REMOVED FROM THE CONSENT AGENDA**

**MOTION: MILLER, SECOND BY MANSFIELD**

**VOTE:** Unanimous approval to remove Items 7.10 and 7.11 from the Consent Agenda.

Approval of Proposed New Regulation – Social Media for Personnel – Certified/Non-Certified – 4000a  
Approval of Proposed New Regulation – Responsible Use for Personnel – Certified/Non-Certified – 4001a

**CORRESPONDENCE**

Mr. Votto recognized Gale Development for the GIFT of \$15,000 they donated for The 21<sup>st</sup> Century Innovation project

He also thanked the Board for the flowers and concern for the death of his wife’s mother.

**COMMITTEE REPORTS**

**ACES Representative**

Mrs. Castelli reported that there was a discussion about curriculum writing. She also Announced that Wallingford earned 20 free positions for teacher to attend workshops at ACES this year.

**Wintergreen Magnet School Steering Committee**

Mr. Votto reported that there hasn’t been a meeting yet this year. He said during the summer they interviewed and hired a new principal for Wintergreen.

**Building Committee Representative for Vo-Ag Building Project**

Dr. Menzo reported that he has no additional data to report.

Linda Winter announced that there is a meeting scheduled with the State this Thursday to review un-reimbursable items.

**School to Career Representative**

Mr. Miller reported that there has been no meetings yet.  
Dr. Menzo stated that the Small Business Think Tank will set the schedule for School to Career meetings.

**Diversity in Action Committee Representative**

Mrs. Wong reported that there haven’t been any meetings. She said that team will be joining the District Climate Committee to decide about the Diversity in Action Committee.

**Report from the Roof Project Committee Representative**

Mr. Deptula reported that he has started working on the next project and is closing out the roofing project.

**PTAC Update**

Dr. Menzo reported that the next System Wide PTAC meeting is scheduled for October 9<sup>th</sup>. The monthly meetings are scheduled for the first Tuesday of every month.

**OLD BUSINESS**

There was no old business brought before the Board.

**INSTRUCTIONAL COMMITTEE**

**APPROVAL OF APPOINTMENT OF CANDIDATES TO TEACHING POSITIONS**

**MOTION: MANSFIELD, SECOND BY MILLER**

**VOTE:** Unanimous approval that the Board of Education approve the appointment of the following candidates to teaching positions for the 2012-2013 school year, contingent upon proper Connecticut certification, as recommended by the Superintendent of Schools:

**Elementary Level**

Kathleen Marino - .3 Art

Melissa Tagliatela - English Language Learners  
(Pond Hill/E.C. Stevens Schools)

**Highland School**

Susan LaKose - Grade 2

**Rock Hill School**

Megan Chasse Robinson - Grade 4

**Pupil Personnel Services**

Beth Quinn McLellan - Special Education  
(E.C. Stevens School)

Daryl Ostapowicz - Special Education  
(ARTS Program)

**APPROVAL OF ACCEPTANCE OF RESIGNATION, WITH REGRET, OF KELLY YOUNG, EFFECTIVE JUNE 30, 2012**

**MOTION: MANSFIELD, SECOND BY MILLER**

**VOTE:** Unanimous approval that the Board of Education accept, with regret, the resignation of **Kelly Young**, effective as of June 30, 2012

**Kelly Young** was a second grade teacher at Highland School since August, 2011.

**Presentation of 2011-2012 Annual Report**

Dr. Menzo reported that the Annual Report needs to be submitted to the Town Hall by October 1<sup>st</sup>. He went on to explain that all Core areas are reflected in the report. He thanked Linda Winters, Jan Guarino, Ellen Cohn, Marc Deptula, Rob Mancusi and Sharlene Wong for all their hard work.

**Presentation of Proposed Adoption of New Policy – Parent Portal Acceptable Use and Safety -1110.2**

Mrs. Cohn explained that this policy is to make certain that student education records are available for viewing only to authorized parent/guardians and students by way of the secure internet connection. It lists the rights and responsibilities, what the uses of the portal are, and the security features.

**Presentation of Proposed Adoption of New Policy – Internet Acceptable Use: Filtering – 6141.323**

Mrs. Cohn reported that this policy is to ensure that the District's Internet connection is used in an appropriate manner and that all users are protected from any inappropriate information published on the Internet, the District has and is continuing to implement professional development opportunities to help teachers to use the Internet in classroom teaching, responsible use policy and implementation of a system developed to filter out Internet sites with content considered unacceptable for student viewing.

**Presentation of Proposed Adoption of New Policy – Social Media for Personnel – Certified/Non-Certified – 4000 and 4000a**

Mrs. Cohn stated that the policy says "The Board of Education recognizes the importance of social media for its employees, and acknowledges that its employees have the right under the First Amendment, in certain circumstances, to speak out on matters of public concern. In accordance with the provisions of the First Amendment, the Board will regulate the use of social media by employees, including employees' personal use of social media, when such use: Interferes, disrupts, or undermines the effective operation of the school district; is used to engage in harassing, defamatory, obscene, abusive, discriminatory or threatening or similarly inappropriate communications; creates a hostile work environment; breaches confidentiality obligations of school district employees; or violates the law, board policies and/or other school rules and regulations.

**Presentation of Proposed Adoption of New Policy – Responsible Use for Personnel Certified/Non-Certified – 4001 and 4001a**

Mrs. Cohn reported that this policy is for both Certified and Non-Certified staff. It describes “the appropriate use of computers, computer networks, electric devices, Internet access, and e-mail which are effective and important technological resources. It also explains that the system administrator and other managing the computer systems may access email or monitor activity on the computer system at any time. The policy also says Incidental personal use of the computer systems may be permitted solely for the purpose of e-mail transmissions and access to the Internet on a limited, occasional basis.”

Dr. Menzo explained that with the new policies, the regulations will have a lower case letter after the number instead of an R as was done in the past.

**APPROVAL OF ACCEPTANCE OF RETIREMENT, WITH REGRET, OF KAREN KOSMA, R.N., EFFECTIVE DECEMBER 31, 2012**

**MOTION: MANSFIELD, SECOND BY CASTELLI**

**VOTE:** Unanimous approval that the Board of Education accept, with regret, the retirement of **Karen Kosma, R.N.**, effective December 31, 2012.

**Karen Kosma, R.N.**, has been the school nurse at Parker Farms School since September, 1987, for a total of **twenty-five years** of service in the Wallingford Public Schools.

Mrs. Guarino read into the minutes: “Karen Kosma is hardworking, patient, sensitive and understanding. She is beloved by students, families and colleagues because she makes an extra effort to bring a smile to everyone’s faces. An “old school” type of nurse...sweet and polite; she never gets mad when she has a room full of “sick” children. She has the patience of a saint! But she not only takes care of the students; she takes care of the staff and anyone else who needs her help. She is one of a kind and will be a loss to all at Parker Farms.”

**APPROVAL OF ACCEPTANCE OF RETIREMENT, WITH REGRET, OF DIANA YATES-TOMAN, EFFECTIVE DECEMBER 31, 2012**

**MOTION: MANSFIELD, SECOND BY CASTELLI**

**VOTE:** Unanimous approval that the Board of Education accept, with regret, the retirement of **Diana Yates-Toman**, effective December 31, 2012.

**Diana Yates-Toman** has been a school counselor at the elementary level and in the Alternative Education Program since August, 1998, for a total of **fourteen and one-half years** of service in the Wallingford Public Schools.

Paul Flinter, Adult Education Director, came before the Board to say a few kind words about Diana Yates-Toman.

**OPERATIONS COMMITTEE****Report on Operations Committee meeting**

Mr. Miller reported that at the last Operations Committee meeting there was discussion about the progress of the roof project and discussion about policies.

**ADMINISTRATION****Administrative Report**

Dr. Menzo gave his Administrative Report as listed below.

- The Opening of School right after Labor Day was very successful.
- There have been a lot of changes and we're all in this together.
- Had the first Student Advisory Council meeting and the next meeting will take place in October. Mrs. Wong will have a taste testing and get feedback from the students about the food program.
- He is meeting with other area superintendents to discuss having a collaborative use of resources from area towns. This meeting is scheduled in the Vo-Ag meeting room at 11:00 a.m. on October 3<sup>rd</sup> to see what can be done to benefit the community.
- On December 4<sup>th</sup> at Moses Y. Beach from 6:00 – 8:00 p.m. there will be a Common Core meeting to give parents an opportunity to learn about SPI, Common Core, etc.
- He met with the Choate headmaster to discuss how we can collaborate in curriculum and other things.

**ANNOUNCEMENTS****Board Conference room**

Tuesday, 10/09/12

Instructional Committee

7:00 p.m.

Tuesday, 10/09/12

Operations Committee

following Instructional

**DATE OF NEXT MEETING****MTS Drama/Lecture Room**

Monday, 10/15/12

Board of Education

7:00 p.m.

**ADJOURNMENT**

Acting Chairman, Joe Marrone, adjourned the meeting at 8:32 p.m.

Secretary

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Mike Votto