

**EAST WINDSOR BOARD OF EDUCATION  
EAST WINDSOR, CONNECTICUT**

**MINUTES OF REGULAR BOARD OF EDUCATION MEETING OF  
July 23, 2014  
EAST WINDSOR HIGH SCHOOL – Room N-4**

**DRAFT**

**I. CALL THE MEETING TO ORDER**

Chairman C. Mickey called the meeting to order at 7:30 p.m.

**II. PLEDGE OF ALLEGIANCE**

Chairman C. Mickey led the Board in the Pledge of Allegiance.

**III. ATTENDANCE**

Chairman C. Mickey, Secretary C. Simonelli, N. DeSousa, Dr. G. Michna, R. Reichle, and Dr. T. Kane, K. Bilodeau participated via speaker phone, Absent: S. Morgan.

Also present: EWPS Health Care Coordinator/Nurse Leader Wendy Gage, First Selectwoman D. Menard, Democratic endorsed candidates for the Board of Education: N. Macsata and P. Nelson and community members.

**IV. ADDED AGENDA ITEMS**

On a motion by N. DeSousa, 2<sup>nd</sup> by R. Reichle, the Board approved the addition of interviewing the endorsed candidates for BOE appointment to the agenda. The vote was unanimous.

On a motion by C. Simonelli, 2<sup>nd</sup> by K. Bilodeau, the Board approved the modification of item XII, 1 the election of BOE Vice Chair to be the election of replacement officers for BOE. The vote was 4 in favor, 1 against (N. DeSousa).

On a motion by R. Reichle, 2<sup>nd</sup> by K. Bilodeau, the Board approved taking item XII, 1 out of order. The vote was 4 in favor, 1 against (N. DeSousa).

Election of BOE replacement officers:

K. Bilodeau nominated and R. Reichle seconded, C. Simonelli for the position of BOE Vice Chairman.

On a motion by K. Bilodeau, 2<sup>nd</sup> by C. Simonelli, the Board approved the closing of nominations. The vote was 4 in favor, 1 abstention (N. DeSousa).

On a motion by R. Reichle, 2<sup>nd</sup> by K. Bilodeau, the Board elected C. Simonelli to the position of BOE Vice Chairman. The vote was 4 in favor, 1 abstention (N. DeSousa).

C. Simonelli nominated and Dr. G. Michna seconded, R. Reichle for the position of BOE Secretary.

On a motion by K. Bilodeau, 2<sup>nd</sup> by C. Simonelli, the Board approved the closing of nominations. The vote was 4 in favor, 1 abstention (N. DeSousa).

## East Windsor Board of Education

### Meeting Minutes – July 23, 2014

#### Page 2

On a motion by C. Simonelli, 2<sup>nd</sup> by K. Bilodeau, the Board elected R. Reichle to the position of BOE Secretary. The vote was 4 in favor, 1 abstention (N. DeSousa).

#### Interview endorsed candidates for BOE appointment:

On a motion by N. DeSousa, 2<sup>nd</sup> by R. Reichle, the Board approved taking the added agenda item of interviewing the endorsed candidates for BOE appointment next. The vote was unanimous.

The endorsed candidates were asked to explain why they wanted to be part of the BOE and what their qualifications were.

Patti Nelson responded:

- She has 20+ years as an educator at all grade levels
- She is an adjunct professor at Manchester Community College
- She holds an Educational Leadership degree
- She has two children who graduated from EWPS, one in 2006 and one in 2008
- She has a strong interest in student and youth success.

Nick Macsata responded:

- He is a Broad Brook resident who loves East Windsor
- He believes his military background, MBA, involvement in Homeland Security, as well as his management and financial background provide value to the position.
- He believes improvement at the schools is needed and he has the skills to help

On a motion by C. Simonelli, 2<sup>nd</sup> by N. DeSousa, the Board appointed P. Nelson to the open seat on the BOE. The vote was unanimous.

On a motion by C. Simonelli, 2<sup>nd</sup> by R. Reichle, the Board appointed N. Macsata to the open seat on the BOE. The vote was unanimous.

First Selectwoman, Denise Menard was present and she swore the new members in at 7:40 so they could take part in the remainder of the meeting.

Dr. T. Kane asked each new member to contact her to provide demographic information and to arrange a meeting with her and a financial tutorial with TMS.

#### **V. MINUTES**

On a motion by Dr. G. Michna, 2<sup>nd</sup> by R. Reichle, the Board approved the amended July 8, 2014 minutes. The vote was unanimous.

#### **VI. PUBLIC PARTICIPATION**

None.

#### **VII. STUDENT REPRESENTATIVE**

None.

**VIII. PERSONNEL REPORT**

The Board reviewed the personnel report. N. Macsata requested a copy of the EWPS Organizational chart. Dr. T. Kane will provide a copy.

**IX. FINANCIAL REPORT**

Mark Chapulis reported that they are still in the process of closing out the last of the FY 2014 invoices and purchase orders. Auditors were in last week and pulled some samples. They will return in the fall for a full audit. TMS will post a revised financial report by the end of the weekend. Dr. T. Kane informed the new BOE members that they will get their logon credentials for the TMS website at their tutorial. The audit report should be ready for the BOE in the fall.

**X. UNFINISHED BUSINESS: VOTE**

**EWMS Nurse's Suite**

Dr. T. Kane indicated that the CIP meeting was not posted and therefore, no actions were taken. A schedule for their next meeting was not available.

Motion made by C. Simonelli, 2<sup>nd</sup> by K. Bilodeau, to table discussion of the nurse's suite pending discussion with the CIP committee.

Discussion: Dr. G. Michna inquired about the impact if waiting longer to make a decision. A lengthy discussion occurred regarding the history of the BOE decision process in this matter to update the new members.

The vote was unanimous.

**XI. UNFINISHED BUSINESS: DISCUSSION**

EWPS Five-Year Maintenance Plan – the five-year maintenance plan was reviewed. N. Macsata requested clarification regarding the dollar estimates. Dr. T. Kane responded that these are old quotes and may not be accurate anymore. Some items have been on the list for some time. N. Macsata would like quotes for all items. Dr. T. Kane indicated it is not a good use of time to get quotes and keep them updated at all times when the project is unlikely to be considered.

Strategic Plan Update – The strategic plan review and update was tentatively planned for 9/17/14 at 6:30 p.m., location TBD, pending confirmation from BOE members that this time works for everyone.

**XII. NEW BUSINESS: VOTE REQUIRED**

Election of BOE Officers – This taken out of order earlier.

School Lunch Increase – A request is being made to increase the cost of lunch at BB and the MS to \$2.75. On a motion by K. Bilodeau, 2<sup>nd</sup> by Dr. G. Michna, the Board approved the request. The vote was unanimous.

Policy Update: 5141.25 Life Threatening Allergies – 1<sup>st</sup> reading – the stated policy was presented and reviewed.

Job Description Updates

On a motion by K. Bilodeau, 2<sup>nd</sup> by C. Simonelli, the Board approved the listed reformatted job descriptions. The vote was 8 in favor, 1 abstention (S. Morgan).

1. Health Care Coordinator/Nurse Leader
2. High School – Core Academic Teacher
3. Language Based Learning Disabilities Program Special Education Teacher/Speech Language Pathologist
4. Math Specialist
5. Special Education Teacher (PASS Program)
6. Teacher

At 8:34 S. Morgan joined the meeting.

**XIII. NEW BUSINESS: DISCUSSION**

Application for Use of School Facilities Fee Waiver – Dr. T. Kane informed the Board that she waived the usage fee for a fundraiser sponsored by EW citizens for ALS because the fundraiser is run and supported by EW citizens.

New EWPS website – Dr. T. Kane informed the Board that the website is being updated and the new website is expected to go live on/about August 1, 2014. The new website will use the same URL address but has a new look.

**XIV. LIAISONS' REPORT**

None.

**XV. PUBLIC PARTICIPATION**

M. DeSousa thanked Dr. T. Kane for waiving the school usage fee for the ALS fundraiser. She also questioned the position of the flag in the room. She believes it should be to the left of audience and to the right of the Board. Dr. T. Kane will look into the flag positioning standards and ensure we are compliant. Ms. DeSousa also asked if the ADA compliance of the High School nurse's suite was part of the NEASC review. Dr. T. Kane indicated that her understanding is that schools were chosen at random by the state for a review of ADA compliance and EWHS was chosen.

**XVI. MISCELLANEOUS**

N. Macsata asked what the EWPS and EW BOE uses to communicate with families and residents. He advocates the use of Facebook.

S. Morgan reported that the Community Day committee will be meeting the week of 7/28/14. He will confirm the date and time and email BOE members.

N. Macsata advocated the BOE write a position paper regarding funding for special education.

**XVII. CORRESPONDENCE**

Calendar of Events, no discussion

**XVIII. EXECUTIVE SESSION**

On a motion by S. Morgan, 2<sup>nd</sup> by N. Macsata, the Board voted to enter executive session at 8:55 to discuss the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee.

Executive session ended at 9:31 p.m.

On a motion by C. Simonelli, 2<sup>nd</sup> by Dr. G. Michna, the Board voted to accept the Superintendent's evaluation as presented at the July 9, 2014 meeting. Vote: 7 in favor, 2 abstentions (N. Macsata, P. Nelson).

On a motion by C. Simonelli, 2<sup>nd</sup> by K. Bilodeau, the Board voted to extend the Superintendent's contract to June 30, 2017 and increase salary by 3.68%, allow 10 telecommuter/work remotely days. The overall package includes \$20,000 insurance incentive, \$5,000 travel stipend, and \$2,000 doctoral degree stipend. Vote: 6 in favor, 3 abstentions (N. Macsata, P. Nelson, S. Morgan).

**XIX. ADJOURN**

On a motion by N. DeSousa, 2<sup>nd</sup> N. Macsata, the Board voted to adjourn the meeting at 9:34 p.m. The vote was unanimous.

Respectfully submitted,

Randi Reichle  
Board Secretary

Approved: