

Business Meeting
Bolton Board of Education
September 15, 2011

The Bolton Board of Education held its regularly scheduled business meeting on September 15, 2011. Karen Bergin called the meeting to order at 6:30 PM with the following board members in attendance: Paula Meyers, Karen Alibrio, Trace Maulucci, and Matthew Giuffre. BHS student representatives Jenna Luck and William Whedon were also present.

- B. Celebration of Excellence: First Student employee Betsy Gilbranson was recognized as the September Employee of the Month and BHS teacher Paul T. Smith was recognized as the Teacher of the Year. A brief reception for the attending family and friends was held after these recognitions.
- C. Comments from the Audience: no comments
- D. Additions to Agenda: G3 – Alumni Survey Consideration added by Paul Smith.
- E. Routine Business:
 - 1. Communications to Board Members: Trace Maulucci had discussion with several parents on traffic flow at both BCS and BHS. BHS concerns were the back-up caused by drop-off students and impacting the flow of traffic. BCS concerns were the large number of student pick-ups and the line of cars in the first row of parking while dismissed students were weaving through that area. Joe Maselli and Ray Boyd will patrol the morning traffic to assure there are no safety issues. Mary Grande is aware of the BCS end of the day traffic concerns and she and Asst. Principal Andy Gonzalez are addressing them. Matt Giuffre expressed some scheduling concerns.
 - 2. Approval of Minutes – A motion was made by Matt Giuffre, seconded by Paula Meyers to accept the minutes of August 25, 2011 and September 2, 2011 as presented. MUP
 - 3. Board of Education Committee Reports:
 - a. Personnel – Matt Giuffre stated that teachers are in negotiations
 - b. Policy – Karen Alibrio stated there was no meeting. Matt Giuffre asked to be added this subcommittee.
 - c. Curriculum – The subcommittee did meet but there was no report given. Paul indicated there would be a tour of the new BHS science rooms in October. Claudia Danna will present information on the science curriculum at the October meeting in follow-up to previous board member inquiries.
 - d. Building & Grounds - There was no meeting. There are still some building temperature issues at BHS and Joe Maselli is addressing them with Gilbane personnel.
 - e. Finance – Joe Muro and Trace Maulucci met with Kusal Huynh. In the process of closing out the 2010-2011 budget and it appears that approximately \$34K will be returned to the town from the Discussion on a current 2011/2012 budget surplus of approximately \$40K resulting from replacement staff being hired at lower steps. The question of whether we could/should hire any additional staff was discussed. Kusal Huynh indicated all new employee benefits have not yet been determined and this could affect the current surplus. Paul Smith suggested that no decisions be made regarding surplus this early in the school year. Matt Giuffre asked at what point should decisions be made.
 - f. Transportation – Paul Smith stated there was no meeting scheduled as there were no needs to be addressed.

- g. Pupil Services – Did not meet.
 - h. Community Information/Development – Did not meet, however, Paul Smith went over the updated Ribbon Cutting events planned and handed out the schedule of events.
4. Community Meeting reports / Board of Education – Paula Meyers attended a production of “The Producers” in August starring Mr. Paul K. Smith.
 5. Report from BHS Student Representatives – William “Billy” Whedon was welcomed as the representative from the BHS Junior Class. He reported on the upcoming Spirit Week ending with a dance and bonfire on that Friday. Jenna Luck said the new school is a huge “hit” with the students, especially the seniors. There was a school wide flag raising ceremony on the first day of school, the Bigs and Littles have had several scheduled activities and the freshmen seem to be adapting well. All students were in the same boat as far as getting acquainted with the new school layout and trying to locate classes so it was a nice acclamation for the freshmen. The 9/11 projects and play have been a huge success with the students and quite a motivator of conversation among them. Paul Smith made note that Jenna was the organizer of the Bigs and Littles project and it has been a huge success and great program to acquaint new students with our facility and current student body.
 6. Superintendent of Schools Report
 - a. Opening of School Report – Mary Grande reported that the opening day at BCS went exceptionally well except for the rain. The PK-5 students all met their teachers in the gym and were escorted to their classrooms from there. The September 14th 6-8 Open House was well attended. The first fire drill was held and while there are a few minor things that need to be addressed, the building was evacuated without incident. There was a notable increase in the number of middle school students getting dropped off in the morning between 7-7:30. The main concern is that there is no scheduled supervision and requires one of the Administrators to oversee this. A letter was sent home that first week and the numbers seem to have dropped significantly. Choice students were getting dropped off at BCS before BHS and that will get reversed. There have not been any other transportation issues. It was noted that Mr. Andy Gonzalez is doing a great job and is settling in with the students. Joe Maselli expressed high praise to his staff for their flexibility in only having one day for classroom set-up before the students arrived on September 7th. The first fire drill went well and the entire school was evacuated in 94 seconds. The September 14th Open House had about half of the student families turn out. Trace Maulucci asked if all the furniture had arrived and Mr. Maselli responded that some seems to arrive daily but not all has been delivered. The PBC is investigating how much it would cost to replace all the student desks. The gym is not yet available. The volleyball team is currently practicing at BCS but has to play all their games at away locations. Concerns on class size and students not being able to get requested classes were raised by Matt Giuffre. Mr. Smith addressed the subject that we want to be able to offer all the AP courses we can and that combined with our small student numbers will almost always cause some unbalanced class size but that the 27-30 per class size is certainly not the norm but an occasional, unavoidable occurrence. Mr. Smith will ask for class size numbers from guidance and will follow up with Mr. Maselli on the concerns.

- b. Enrollment – BHS enrollment is 345. The enrollment at BCS is 548. Paula Meyers asked how many Grade 8 students didn't attend BHS. Mary Grande stated a handful and that it seemed to be less than in past years. There were 17 new freshmen from Columbia with a total of 70 students at BHS. Matt Giuffre wanted clarification on the Columbia tuition allocation (80% building project/20% general fund) and can any of the 20% be used for adding staff.
 - c. Calendar Update – BHS opened one day late and requested the Board to vote on whether to add a day to their schedule or let them run a 180 day school year. Adding a day would require re-scheduling a PD day for teachers and potentially be a hardship for the families with students at both schools where one would have a PD day and one wouldn't. Mr. Smith recommended that we stay with 180.
 - d. SAT Results – Joe Maselli reported that the number of students taking the SAT are up and the number of students taking ACT are down. Mr. Smith indicated this was partially due to the fact that SAT's are more readily available. Mr. Smith provided an update on the visit from our China sister school October 4-9.
- F. Unfinished and On-going business:
 - 1. Committee Updates – Mr. Smith indicated there will be a district focus on Safety which will include lockdown procedures, AED and first responders /crisis team training. Kent Zelesky is the new student representative for the Safety committee.
- G. New Business
 - 1. 2012 Business Meeting Schedule: A motion was made by Paula Meyers and was seconded by Matt Giuffre to accept the 2012 Business Meeting Schedule. MUP All meetings will be held in the BHS Library at 6:30 PM on the 2nd Thursday of the month except for April which will be held on the 1st Thursday (April 5th). Budget Workshop dates are January 19 and 26 and February 2 at BHS. The November BOE Business meeting will be held at 5:00 PM.
 - 2. Acceptance of Resignations – Paul Smith presented resignation letters from staff members Kyle Lynes and Elizabeth Malone. A motion was made by Matt Giuffre and seconded by Paula Meyers to accept the resignations. MUP
 - 3. Alumni Survey – Paul Smith presented a proposal packet. After much discussion, the general consensus was that a survey by mail wouldn't be very beneficial with historical mail survey returns of approximately 10% and our small numbers would result in very little information. Paul will contact the proposal company for more information on their returns and report back. The subject of looking into a Facebook survey was brought up.
- H. Adjournment

A motion was made by Matt Giuffre and seconded by Paula Meyers to adjourn the meeting at 7:55 PM. MUP

Respectfully submitted,

Lori H. Boyd
Board Clerk