

BERLIN BOARD OF EDUCATION
January 28, 2019
MINUTES
REGULAR MEETING

Attendance: Richard Aroian
Julia Dennis
Jake Fisher
Jaymee Miller
Timothy Oakes
Adam Salina
Kari Sassu, Ph.D.
Tracy Sisti
Matthew Tencza
Student Representatives: Alexander Halkias
Jenna Smalley

Departed at 9:30 p.m.

Absent

Absent
Departed at 8:55 p.m.

Also in attendance: Superintendent of Schools Brian J. Benigni; Assistant Superintendent for Curriculum and Instruction Erin McGurk; Director of Business Operations Jeffrey Cugno; Director of Human Resources Denise Parsons; Director of Pupil Personnel Services Linda Holian; Assistant Principals of Berlin High School Kelly Maio and Barbara Ventura; Principal of McGee Middle School Salvatore Urso; Assistant Principal of McGee Middle School Tim Chiaverini; Principal of Griswold School David Kitzman; Principal of Hubbard School Alfred Souza; Principal of Willard School Matthew Correia; and Director of Athletics Jeff Mauri.

I. CALL TO ORDER
Pledge of Allegiance

Mr. Tencza called the meeting to order at 7:03 p.m. in the Board of Education (“the Board”) meeting room at 238 Kensington Road, Berlin, CT. The Pledge of Allegiance was recited.

II. COMMITTEE REPORTS/CORRESPONDENCE TO THE BOARD
A. Report of Student Representatives

Miss Smalley reported midterms ended today and the second semester began. Ms. Smalley reported the spotlight games of the week are boys swimming versus Southington on February 1, 2019; boys ice hockey versus Northeastern on February 2, 2019; and girls basketball versus Maloney on February 7, 2019.

B. Committee Reports
1. Educational Resources Committee

Mr. Tencza reported the Educational Resources Committee met last Tuesday morning to review the budget and prepare for tonight’s discussion.

2. Communications Committee

Ms. Dennis reported the Communications Committee met on January 16, 2019, along with Assistant Superintendent McGurk, to discuss the direction of the Committee. Later in the agenda, the Board will discuss communications to the public through the use of the weekly education column in the *Berlin Citizen* and social media.

3. Ad-Hoc Committee for Policy Review/Revision

Mr. Tencza reported the Ad-Hoc Committee for Policy Review/Revision met prior to tonight's meeting concerning Policy 6146 – High School Graduation Requirements, which will appear later in the agenda for a first reading.

C. Correspondence to the Board

There was no correspondence to the Board this evening.

III. AUDIENCE OF CITIZENS

Mr. John Richards, 239 Hawthorne Drive, Berlin, Connecticut, provided members of the Educational Resources Committee, Mr. Cugno and Superintendent Benigni with spreadsheets outlining the Town of Berlin Ten Year Capital Improvement Plan, which contained a summary of where the year ended, including items kept and items cut for both the Town and Board of Education. Mr. Richards summarized the schedule of meetings for the budget development and provided Board members with a handout suggesting a joint Board of Finance/Board of Education meeting for February 20, 2019. Mr. Richards requested he be allowed a few minutes, during the Board's budget discussion, to discuss how to approach capital requests.

Mr. Tencza appreciated Mr. Richards' spreadsheets and the work he provided outlining the Ten Year Capital Improvement Plan and how the Board can use that tool to bring forth its long-term plan. Regarding the dates for a joint meeting, Mr. Tencza responded he was contacted by the Board of Finance asking for dates the Board of Education and Board of Finance could meet; however, Board members were not available on many of the proposed dates. Mr. Tencza agreed that this proposed meeting would take place after the Board would adopt the Superintendent's Budget, and there would not be an opportunity to make additional amendments. Mr. Tencza suggested an earlier date may make more sense.

IV. CONSENT AGENDA

A. Approval of Minutes – Regular Meeting of January 14, 2019

B. Overnight Field Trip Request – Berlin High School – Hartford & Farmington, CT – March 22-24, 2019

Berlin High School Principal Eileen Eustis requested permission for approximately 20 students to attend the Youth & Government State Conference in Hartford on March 22-24, 2019. Participants will become immersed in all aspects of the political and legislative process by participating in a mock legislative

session using the Connecticut State Capitol and Legislative Office Building. They will experience being elected officials, senators, representatives, press corps members, or lobbyists. Overnight accommodations for the three-day event will be at the Hartford Marriott in Farmington.

Moved by Dr. Sassu, seconded by Mr. Aroian, to approve the consent agenda as presented.

FAVOR: ALL

MOTION CARRIED: 8:0; including President Tencza

V. NEW BUSINESS

A. Policy Review/Revision – Policy 6146 – High School Graduation Requirements – First Reading

The revisions reflect new graduation requirements in accordance with Public Act 17-42, which makes revisions to the graduation requirements and provides districts with additional flexibility in determining how to award credits to students. This policy was reviewed by the Ad-Hoc Committee for Policy Review/Revision at their meeting earlier this evening. Since this is a first reading, no action is required; the second reading/approval will take place at the February 11 Board meeting.

B. Communications to the Public

Board members discussed communications to the public through the use of the weekly education column in the *Berlin Citizen*, Facebook and Twitter accounts, and other social media and shared their thoughts and suggestions. As *The Bulletin Board* is not very well subscribed to, it will be discontinued.

C. 2019-2020 Proposed Budget – Discussion

The Board of Education discussed certain budget items based on questions presented to Superintendent Benigni, following the January 23, 2019 Board meeting. Board members were provided with an updated Athletics Budget following their requests from that meeting.

Items discussed included (1) the increase in Pupil Personnel Services' administrative salaries due to contract and reserve for merit increases; (2) the increase of 5.00 FTE certified salaries for Pre-K at Willard School; (3) salary increases due to new positions (non-certified staff: part-time secretary at Central Office, recess and lunch paraprofessionals at the elementary schools, Director of Nutrition and Head Custodian at Berlin High School; certified staff: Counselor and a part-time Internship Leadership Coordinator at Berlin High School; and the increase in stipends at Berlin High School); (4) dollar difference for equipment at the elementary schools; (5) proposed Information Technology and Security budgets; and (6) renovations of two lower level classrooms and one office at Willard School.

Mr. Richards reviewed the Town of Berlin Ten Year Capital Improvement Plan Fiscal Years 2018-2028 from the Town Finance Director and the Ten Year Capital Committee, highlighting those items that were retained in the plan, such as security cameras for the various schools, security vestibules and a new roof at Willard school, forecast items, and excluded items such as the Willard classroom renovations. Mr. Richards suggested the Board determine where Site and Building and Capital items are best placed, either in the Board's Operating Budget or in the Town's Ten Year Capital Improvement Plan.

Currently, Information Technology and Security are not included in the Ten Year Capital Improvement Plan.

Mr. Tencza will request the Educational Resources Committee meet to discuss the documents received from Mr. Richards.

D. Personnel Item

At 9:04 p.m., a motion was made by Mr. Oakes, seconded by Ms. Miller, to discuss a personnel matter and to invite Superintendent Benigni in addition to the Board.

FAVOR: ALL

MOTION CARRIED: 8:0; including President Tencza

In attendance for Executive Session were Board members Aroian, Dennis, Fisher, Miller, Oakes, Sassu, Sisti and Tencza. In addition, Superintendent Benigni was present.

Ms. Miller left at 9:30 p.m.

At 9:41p.m., the Board returned to Open Session.

VI. ADJOURNMENT

At 9:42p.m., a motion was made by Ms. Dennis, seconded by Mr. Aroian , to adjourn.

FAVOR: ALL

MOTION CARRIED: 7:0

Respectfully submitted,

Kari Sassu, Ph.D., Secretary, Berlin Board of Education