

BERLIN BOARD OF EDUCATION

September 12, 2018

MINUTES

SPECIAL 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

Arrived at 7:45 p.m.
Arrived at 8:42 p.m.
Absent
Absent

Also in attendance: Superintendent of Schools Brian J. Benigni; Assistant Superintendent for Curriculum and Instruction Erin McGurk; Director of Pupil Personnel Services Linda Holian; Director of Business Operations Jeffrey Cugno; Principal of Berlin High School Eileen Eustis; Principal of Willard School Matthew Correia; and Willard Lead Teacher Megan Sirois.

I. CALL TO ORDER

Mr. Tencza called the meeting to order at 7:01 p.m. in the Willard School Library at 1088 Norton Road, Berlin, Connecticut. The Pledge of Allegiance was recited.

II. STUDENT PRESENTATION – EMMA HART WILLARD SCHOOL

Fifth grade students in Miss Pesavento's class shared the components of Morning Meeting during Willard Elementary School's first presentation. Morning Meeting is a part of Responsive Classroom that supports social and emotional learning and promotes a joyful learning experience by building and maintaining strong peer relationships. Morning Meeting is a time when students greet one another, read and respond to a morning message, partake in a class activity, and are afforded an opportunity to share their ideas or thoughts about classroom, school, or community issues. Morning Meeting takes place every day, in all classrooms, at Willard Elementary School from 8:45-9:00 a.m. Student presenters Kaley Alkas, Sofia Calabrese, Michael DeNardo and Collin Sullivan modeled a morning meeting.

III. COMMITTEE REPORTS/CORRESPONDENCE TO THE BOARD

A. Report of Student Representatives

Miss Smalley reported on August 27, 2018, the high school held orientation for incoming freshman and new students; class meetings were held for each grade during the first week of school; on Wednesday, September 5, 2018, Upbeat registration was held with over 300 students registering, with the first meeting held yesterday; and the summer reading celebration was held on Wednesday, September 5, 2018. Miss Smalley also reported on recent sporting events.

B. Correspondence to the Board

Mr. Benigni shared a thank you note received from Linda Rogers.

Mr. Tencza reported he received a thank you note from David Erwin for the hourglass the Board presented to him at the last Board meeting. Mr. Tencza reported he attended the Berlin High School and Willard School open houses.

IV. AUDIENCE OF CITIZENS

Nothing to report.

V. CONSENT AGENDA

Approval of Minutes

1. Regular Meeting of August 13, 2018
2. Special Meeting of August 27, 2018

Moved by Ms. Dennis, seconded by Ms. Miller, to approve the consent agenda as presented.

FAVOR: ALL

MOTION CARRIED: 6:0; including President Tencza

VI. NEW BUSINESS

- A. Monthly Budget Report – Period ending August 31, 2018
(previously *Payment of Bills*)

Director of Business Operations Jeff Cugno updated the Board on the new monthly budget report format, which he noted, at the direction of the Superintendent, will provide a more expanded monthly report. Going forward, the monthly budget report will appear in the Consent Agenda. Mr. Cugno provided Board members with a copy of the report for August. In response to Mr. Oakes' question why the current tuition month expenditures are larger than the cumulative expenditures, Mr. Cugno responded he will review this line item and report back to the Board. In response to Mr. Aroian's question why the administrative salaries' uncommitted budget balance is short \$104,518.75 and why the proposed transfer is done in piece mail, Mr. Benigni responded this position is shared with and reimbursed by the Town. Approval of the monthly budget report will take place at the next Board meeting.

- B. New Staff Orientation 2018

Assistant Superintendent for Curriculum and Instruction Erin McGurk reported on the New Teacher Orientation Program, which took place on August 22-23, 2018. Included in Ms. McGurk's discussion was a summary of the seminar sessions and feedback from the teachers regarding the orientation and their introduction to the Berlin Public Schools.

- C. Facilities Related Updates – Summer Maintenance/Project Updates – District

Director of Business Operations Jeff Cugno reported the school security vestibules for the four schools were not completed over the summer. Mr. Cugno anticipates completion in one or two schools during the school year, and the remainder completed at the end of the school year. Mr. Cugno reported

shielding/film has been placed on school windows, and the district will be implementing the program Raptor for visitors entering the schools, beginning October 1. Mr. Cugno reported a new rug will be installed in the McGee auditorium; the Willard library is being remodeled and will receive new furniture; schools received various new furniture, fixtures and equipment; and normal facility and custodial maintenance occurred over the summer.

Mr. Tencza expressed his concern and dissatisfaction over hearing the materials have not been ordered and plans have not been finalized for the school security vestibules.

Mr. Tencza reported teachers have expressed concern that areas within the high school are real warm, and he has heard from multiple sources that the heating and cooling system is undersized for the school's needs. Mr. Tencza indicated he has not received any updates regarding the wrapping of the duct work at the high school and the roof continues to leak. Mr. Tencza indicated the Board will not approve the project until these issues are addressed.

Mr. Cugno reported he recently met with the Chairman of the Public Building Commission, and the Chairman is well aware of the Board's concerns. Mr. Cugno indicated lawsuits from contractors and claims made against contractors need to be resolved before moving forward. Mr. Benigni indicated if the status of the high school remains as open construction, the high school will not be eligible for state and federal funding for security initiatives. Mr. Cugno indicated the Board can accept the project as complete with punch list items.

Mr. Tencza indicated the next step is for the Board to send correspondence to the Public Building Commission, requesting an explanation and status update of the Board's punch list items.

Mr. Tencza reported the high school track was resurfaced.

D. Berlin Learner Outcomes

Superintendent of Schools Brian Benigni shared the Berlin Learner Outcomes video, which was shared with all staff at convocation. This video was created as a way to convey the five Berlin Learner Outcomes (kind compassionate citizens; mindful and responsive collaborators; effective communicators; resilient and discerning problem solving; and innovative imaginative designers) to others. Berlin staff and students created the video.

E. Updated Berlin Public Schools Logo

Superintendent of Schools Brian Benigni and Assistant Superintendent for Curriculum and Instruction Erin McGurk shared a suggested update to the Berlin Public Schools logo. Ms. McGurk provided the greater meaning behind Purpose, Passion and Pride, which aligns with the district's goals. Purpose: creative communication and understanding of Berlin Learner Outcomes K-12; Passion: cultivating the learning culture for teachers and students in the district; and Pride: building strong community partnerships and capitalizing on a sense of pride in the Berlin public schools.

F. Negotiations – Teachers

At 8:41 p.m., a motion was made by Mr. Oakes, seconded by Ms. Miller, to go into Executive Session to discuss teacher negotiations and to invite Superintendent Benigni.

FAVOR: ALL

MOTION CARRIED: 7:0; including President Tencza

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

At 10:00 p.m., the Board returned to Open Session.

VII. ADJOURNMENT

At 10:00 p.m., a motion was made by Ms. Miller, seconded by Mr. Aroian, to adjourn.

FAVOR: ALL

MOTION CARRIED: 6:0; including President Tencza

Respectfully submitted,

Matthew Tencza, President, Berlin Board of Education