

Tentative minutes of the Bethel Board of Education Regular Meeting held on January 19, 2012, in Board of Education Conf. Room E.

Attendance: None.

Administrative Attendance: G. Chesley, J. Jordan, T. Yonsky, D. Muharem, B. Germinaro, K. Gombos, L. Pica, K. Smith

L. Craybas, Chairman, called the meeting to order at 07:00PM.

Board Members Present: Attendance Taken at 7:00 PM:

Present Board Members:

Mr. Stuart Carlsen
Mr. Larry Craybas
Mr. William Duff
Mrs. Kristen Lacey
Mrs. Melanie O'Brien
Mrs. Robin Renner
Mr. Ted Stevenson
Mr. Bryan Terzian

Absent Board Members:

Mr. Scott Clayton

1. Call to Order
 - 1.A. Roll Call for Quorum
 - 1.B. Pledge of Allegiance
2. Approval of Minutes
 - 2.A. November 17, 2011 - Regular Meeting
 - 2.B. December 15, 2011 - Annual/Regular Meeting
 - 2.C. January 5, 2012 - Special Meeting

Motion Passed: Move to approve the minutes of November 17, 2012, December 15, 2012 and January 5, 2012. Passed with a motion by Mr. Stuart Carlsen and a second by Mrs. Robin Renner.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Abstain
Mr. Bryan Terzian	Abstain

3. Correspondence

1. CASBO Briefs
2. Email from parent regarding student care by school nurse
3. Letter from Governor Malloy - Educational Transformation

RECEIVED

2012 JAN 23 P 2:46

TOWN OF BETHEL
TOWN CLERK

4. Letter from Dr. Chesley to Board of Selectmen, Board of Finance, and Board of Education regarding David Deakin Campus Maintenance

4. Audience Participation

Mr. Bob Legnard thanked Dr. Chesley for what he has done for the students and the Town of Bethel. He thanked him for leaving Bethel better than he found it.

5. Administrative/Board Member Update

5.A. Testimonial Dinner

Discussion:

L. Craybas asked for volunteers from the Board for assisting in the preparations for the Dr. Chesley's Retirement Dinner.

5.B. Special Advisory Committee on Parent Involvement

Discussion:

L. Craybas said the purpose of this committee would be to focus on how to improve, make more effective, and get more parent support and involvement in our schools.

Move to approve, under Bylaw 9133, to establish a Special Advisory Committee to study and recommend ways for the schools to attract more parents and improve their involvement in the educational process and in their own children's education.

Motion Passed: Move to approve, under Bylaw 9133 to establish a Special Advisory Committee, passed with a motion by Mr. Ted Stevenson and a second by Mr. William Duff.	
Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

5.C. Dedication of Music Wing at Bethel High School

Discussion:

L. Craybas, Chairman, informed the Board a proposal was put forth by Maureen DeBlois, K-12 Music Coordinator and Dr. Pat Cosentino, BHS Principal, to name the music wing at the high school in honor of Dr. Gary Chesley. It is a fitting way for both the Board and for those from the schools' music departments to recognize the 13 years of guidance and support Dr. Chesley gave both to staff and students participating in Bethel's renowned music program.

L. Craybas said the Board would also establish a scholarship that would be awarded to a deserving music student. Another committee will determine the award criteria he is asking the Board to approve. He asked that T. Yonsky, Director of Fiscal Services be on the committee. The seed money will be collected at the retirement dinner. The advisory committee will explore ongoing contributions. There will be no contributions authorized from the Board of Education's operating budget. Contributions will remain private and personal.

Motion Passed: Move that the Board of Education authorize the naming of the Bethel High School Music Wing in honor of Dr. Gary Chesley and a Special Advisory Committee to explore the establishment of a music scholarship, which will be awarded annually to a deserving graduating music student. Passed with a motion by Mr. William Duff and a second by Mr. Ted Stevenson.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

5.D. Dr. Smith's Entry Plan

Discussion:

Dr. Kevin Smith presented his Entry Plan for the First 100 Days as Superintendent of Schools beginning February 1, 2012.

Dr. Smith called the Board's attention to the communication plan that supports the goals of the Board's community outreach subcommittee.

He described his plan as an opportunity to listen and to learn, to meet as many internal and external stakeholders as possible. At the conclusion, Dr. Smith will report the Board his findings and recommendations that will lead into a strategic action plan that will carry the district forward.

5.E. Presentation - Bethel Education Foundation

Discussion:

Gladys Gonzalez, Co-Chairperson, Bethel Education Foundation, presented to the Board an introduction and overview of the Bethel Education Foundation and the programs they have funded over the years. The BEF plans to work with the Board to get a better idea of the Board's goals so they are making educated decisions when awarding grants. The BEF has awarded nearly \$140,000 in grants since 2008.

Mrs. Gonzalez spoke about the BEF fundraisers and their annual Barnum Ball that will be held March 24, 2012.

6. Reports to the Board

6.A. Curriculum

- 6.A.1. Revisions to the Grade 7 and Grade 8 French Curriculum
- 6.A.2. Approval of the Holt Algebra One Textbook

Discussion:

R. Renner stated if approved the purchase of the Holt Algebra One textbook would be pending budget approval.

Motion Passed: Move to approve the revisions to the Grade 7 and Grade 8 French Curriculum and the Holt Algebra One Textbook. Passed with a motion by Mrs. Robin Renner and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

- 6.A.3. Approval of United States History and Geography Textbook for grade 11.

- 6.A.4. Approval of Textbook The Enduring Vision: A History of the American People for Advanced Placement classes in grade 11

Motion Passed: Move to table the United States History and Geography Textbook and The Enduring Vision: A History of the American People for Advanced Placement textbook for classes in grade 11. Passed with a motion by Mr. William Duff and a second by Mr. Ted Stevenson.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

6.B. Policy

- 6.B.1. Policy/Regulation - Series 3000 - The Individuals With Disabilities Education Act Fiscal Compliance

Discussion:

L. Pica, Director of Special Education, reviewed the minor changes to the policy that were requested by the Policy Subcommittee.

M. O'Brien explained the need to approve this policy to meet the deadline required by the State.

Motion Passed: Move to approve Policy/Regulation - Series 3000 - The Individuals With Disabilities Education Act Fiscal Compliance. Passed with a motion by Mrs. Melanie O'Brien and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

Motion Passed: Move to add to the agenda Community Outreach Subcommittee Report. Passed with a motion by Mr. William Duff and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

6.C. Community Outreach Subcommittee Report

Discussion:

K. Lacey, Chairman, Community Outreach Subcommittee, reported to the Board on the committee's first meeting. They worked on their mission and goals. They talked about the channels of communication, the vehicles and materials used to communicate to the community.

The committee's three-month plan is to work on supporting Dr. Smith, determine the key budget information to communicate, and to begin to gather how to systematically communicate with not just the parents but also the whole community.

6.D. Finance

6.D.1. Budget Transfers

Motion Passed: Move the Board of Education approve the budget transfers for the period of October 1 to December 31 of fiscal 2011-12 as presented by the Director of Fiscal Services. Passed with a motion by Mr. Stuart Carlsen and a second by Mr. Larry Craybas.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

6.D.2. Audit Report

Discussion:

S. Carlsen reported the Board of Education's audit has been completed with a trivial amount of adjustments and no management letter of comments. Auditors issue a management letter and the comments would be a criticism of the process. The Board of Education has no comments.

Town audit in process - extension to 1/31/12.

Mr. Carlsen also reported legislation was passed Section 10-248a, Unexpended Education Funds Account, permitting the BOE to retain unused funds at the end of the fiscal year up to a maximum of 1% of the BOE budget. Those funds can be retained for BOE future purposes. However subject to BOF approval.

Motion Passed: Move the Board of Education approve the establishment of an Unexpended Education Funds Account per CGS Sec. 10-248a to be managed by the Board of Education with annual account analysis submitted to the Board of Finance as part of the annual budget presentation. The Board of Education authorizes the Board Chair and Superintendent to request from and work with the Board of Finance to establish this fund. Passed with a motion by Mr. Stuart Carlsen and a second by Mrs. Kristen Lacey.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

6.E. Personnel

6.E.1. Job Description - 4.01 - School Counselor

Motion Passed: Move to approve Job Description 4.01 - School Counselor passed with a motion by Mr. Larry Craybas and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

7. Action Items

7.A. Appointment to 2012 Standing Committees

Discussion:

L. Craybas reviewed the revised 2012 Standing Committees.

7.B. 2012-2013 School Calendar

Motion Passed: Move to approve the 2012-2013 School Calendar. Passed with a motion by Mr. Stuart Carlsen and a second by Mr. Ted Stevenson.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

7.C. 2013-2014 School Calendar

Motion Passed: Move to accept the 2013-2014 school calendar. Passed with a motion by Mr. Larry Craybas and a second by Mr. Bryan Terzian.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

8. Recommended Executive Session

Motion Passed: Move to enter into Executive Session at 8:17 p.m. Inviting into Executive Session Dr. Smith, Dr. Gombos, and Mr. Muharem. Passed with a motion by Mr. Stuart Carlsen and a second by Mr. William Duff.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

8.A. Personnel Negotiations - CT General Statutes 1-210(b) (2)
Personnel - New Superintendent's Contract

8.B. CT General Statutes 1-200(6) (c)

Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee.

Discussion:

B. Terzian abstained in this vote because he was not involved in the selection process of Dr. Smith as he was not on the Board at the time.

Motion Passed: Move to come out of Executive Session at 9:25 p.m. passed with a motion by Mrs. Robin Renner and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Abstain

Motion Passed: Move to approve Derek Muharem, Principal of Bethel Middle School effective February 1, 2012. Passed with a motion by Mr. Larry Craybas and a second by Mr. William Duff.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

Motion Passed: Move the Board authorizes the Board Chairman to approve and sign the Employment Contract between the Bethel Board of Education and Dr. Kevin Smith, Superintendent of the Bethel Public Schools on this day, January 19, 2012. Passed with a motion by Mr. Larry Craybas and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Abstain

Motion Passed: Move to adjourn at 9:30 p.m. passed with a motion by Mr. Larry Craybas and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes

Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

Respectfully submitted,
Susan Pare
Board Recorder