

**BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
JANUARY 28, 2014**

A regular meeting of the Enfield Board of Education was held at Town Hall in Council Chambers, located at 820 Enfield Street, Enfield, CT on January 28, 2014.

1. **CALL TO ORDER:** The meeting was called to order at 7:03 PM by Chairman Sirard.
2. **INVOCATION OR MOMENT OF SILENCE:** Thomas Sirard
3. **PLEDGE OF ALLEGIANCE:** Thomas Sirard
4. **FIRE EVACUATION ANNOUNCEMENT:** Chairman Sirard announced the fire evacuation announcement.
5. **ROLL CALL:**

**MEMBERS PRESENT:** Raymond Peabody, Lori Unghire, David Wawer, Vin Grady, Timothy Neville and Tom Sirard

**MEMBERS ABSENT:** Peter Jonaitis, Tina LeBlanc and Stacy Thurston

**ALSO PRESENT:** Dr. Jeffrey Schumann, Superintendent; Mr. Christopher Drezek, Deputy Superintendent; FHS Student Representative Katie Saltzgeber and EHS Student Representative Christine Luksic

6. **BOARD GUEST(S)**

a. **DAR Award Recipient – Erin Clark**

Dr. Schumann welcomed Enrico Fermi Teacher and recipient of the Daughter's of American Revolution (DAR) American History Teacher Award Erin Clark along with Fermi Principal Paul Newton and Social Studies Department Chair Sean Crane to the Board meeting.

Mr. Newton thanked the Board for inviting them to tonight's Board meeting. He nominated Erin Clark in October 2013 to be considered for this distinguished award. He has observed Ms. Clark many times and she is an incredible teacher. He has been blown away with what she does with her students. She truly exemplifies the true meaning of this outstanding award. We are so pleased that she has been named the Outstanding History Teacher by the DAR. The DAR presented her an award in December and Mr. Wawer was present at this ceremony.

Ms. Clark thanked the Board for acknowledging her today. She thanked Mr. Newton for nominating her, Mr. Crane for supporting her as a teacher and the DAR for recognizing her. In a time of STEAM, it is important to recognize the active role we have with developing our young citizens. She feels blessed that she gets to do what she does every day. She is honored and humbled to receive this award. She is still growing as a teacher and is extremely thankful.

Chairman Sirard thanked Ms. Clark. You have done our town and our district proud. Congratulations on receiving this prestigious award. The entire Board thanked Ms. Clark.

b. **KITE**

Dr. Schumann welcomed members from KITE (Key Initiatives to Education) Mrs. Chris Gomeau, Coordinator; Mrs. Karen Weseliza, Chair and Mrs. Jen Moncuse, Parent Engagement

Coordinator to tonight's meeting.

Mrs. Weseliza stated KITE has been promoting the benefits of high quality early education for the past 12 years. She is available to answer any questions any Board member may have after Mrs. Gomeau and Mrs. Moncuse's presentation.

Mrs. Gomeau distributed materials with information about KITE. She added that the Early Childhood Community Plan is included in the materials. We received a grant through the William Casper Graustein Memorial Fund that helped us create this plan. Our strategies are working and our results are incredible. We are extremely grateful for our collaboration with the Enfield Public Schools. We work very closely with Amy Witbro, the Partnership Coordinator, the IT Department and the primary schools – age 3 to grade 3. We have seen great results and our annual report is enclosed in the packet of materials you received.

Mrs. Gomeau stated she would love for each Board member to be part of their e-mail distribution list and encourages you to contact her. We send out a lot of information about meetings, professional development opportunities and what is happening at the State level regarding early education. Both Chairman Sirard and Mrs. LeBlanc will be the Board liaisons to KITE. She also invited all Board members to attend any KITE meeting. They meet the first Wednesday of the month at 5:30 PM at the Hazardville Fire station. Dinner and childcare are provided for attendees. She also can meet with any Board member privately to answer any questions you may have.

Mrs. Gomeau stated that we started our KITE collaborative in 2001 and come before the Board every year as part of the process to apply for grants from the William Casper Graustein Memorial Fund looking for the Board's support. She thanked the Board for their continued support and collaboration.

Mrs. Moncuse stated the Board and Town made full day Kindergarten a reality. We have filmed a number of people regarding the benefits of full day Kindergarten. The children have adapted well to our full day program. The teachers can notice the difference with the students compared to the previous year. The administrators and teachers are thrilled with the program. The students are part of the full day program and are benefiting from it. Unfortunately, her presentation did not work. She will get it to each Board member so they can view it. She thanked the Board for the full day Kindergarten program.

Mrs. Weseliza stated the goal of KITE is for every child to exceed not only in preschool and in Kindergarten but to build a foundation for future success as they move through grade levels. We knew the benefits of full day Kindergarten would be extremely beneficial to our students learning initiatives. Students needed time and the tools to succeed. Our retention rates in Kindergarten and grade 1 needed to be reduced.

Mr. Neville thanked them for all of the good work you do for our community. When it comes to early education, you are the go to people. Your help was instrumental for our full day Kindergarten program. You educated people about the need and necessity for full day Kindergarten. You also volunteer your time and are not paid employees by the district. You find grants that support your program.

Mrs. Weseliza added that they receive a small stipend amount from the Graustein Memorial Grant for infrastructure. She does not receive any stipend. KITE has been attached to school readiness. Graustein came to all of the priority districts and offered them an opportunity to invest in their community by discovering what your community had and needed. Enfield had priority schools but we were not a priority district. We were invited to participate on a competitive basis. Graustein has invested over \$25,000,000 in Enfield. We have also received other matching funds and programs that have helped us over the years so we can provide

resources for our children. We owe the William Casper Graustein Memorial Fund our extreme gratitude and thanks.

Mrs. Gomeau stated we have been recognized by our relationship with CHGI (Child Health and Development Institute) and other statewide agencies. Our Enfield community has been recognized by many other communities and they mirror our program. Enfield is recognized at the State level and has been invited to participate in their leadership programs. As mentioned by Mr. Neville, many people that are involved in KITE have full time jobs and volunteer their time to this collaborative program. This program has grown and has become a great organization. She urged Board members to attend any KITE meeting.

Mr. Peabody stated your program sounds rock solid. Have you been able to trace the value and progress of this throughout a student's career in school? Mrs. Weseliza stated we are currently looking at the data but have not looked at individual student data except for what has been done through school readiness.

Mrs. Gomeau stated that Mrs. Moncuse can elaborate on this. Creating our community plan allows us to work with schools by putting data programs in place. We will have tangible trackable data in a few weeks.

Mrs. Moncuse stated we are looking at the data closely that is reported to the State and are starting to evaluate the data. We will look at how prepared the students are when they enter Kindergarten.

Chairman Sirard thanked them for all of the work you do for our students and community. You are rock stars in his book and he supports KITE.

## **7. SUPERINTENDENT'S REPORT**

- a. Student Representatives Report– as presented
- b. EHS Assistant Principal Focus Group Discussion – as presented
- c. FHS/EHS program of Studies Nights – as presented
- d. BOE Special Meetings – as presented
- e. Heritage Day – as presented
- f. Grants Report – as presented
- g. Personnel Report – as presented

## **8. AUDIENCES**

Vinnie Weseliza, Deer Run – Mr. Weseliza stated he is here regarding the Future Use of Fermi Committee. He would like to see residents included in this committee. He would like to see residents from each party on this advisory committee. He thanked the Board for seriously considering this.

## **9. BOARD MEMBER COMMENTS**

Mr. Neville stated the Building Committee has had several meetings during the last few weeks. The delivered the Phase I fast tracked documents to the State on January 21, 2014. Once this has been approved by the State, we will then move on to the bid process phase. We are ready to start our site planning work. Things are moving quickly and we are under budget. He attended the OSHA training with Mrs. Unghire. We will be able to be on the site after 10 hours of training is completed. He has learned a lot from this training class.

Mr. Peabody stated this is his first meeting and thanked a lot of people for their support. He looks forward to working with Mr. Neville. He will respond to all e-mail and voice mails within

24 hours. He is here to support the students, staff, parents and residents to make the Enfield Public Schools the center of our community and to provide our children with the opportunity to be prepared for any steps they choose after grade 12.

Mrs. Unghire welcomed Mr. Peabody to the Board and feels he will be a tremendous asset to our team. She attended the OSHA training and learned a lot and looks forward to the next class.

Mrs. Unghire stated the First Readers will hold a Trivia Night on February 22<sup>nd</sup> and she is looking forward to the program. She attended the program last year and had a lot of fun. She hopes that a lot of you attend this worthwhile event and looks forward to some good competition.

Mr. Wawer congratulated U.S. History Teacher Ms. Erin Clark for being named the DAR History Teacher of the Year. He is proud of her and she represents Enfield very well. He hopes others will look to her for guidance and mentorship.

Mr. Wawer attended the Winter-fest at Henry Barnard that was sponsored by ERfC (Educational Resources for Children). The program was well attended. The students and staff demonstrated what they do in the afterschool program and he learned about the ERfC program that is in our schools. He looks forward to some of their upcoming events.

Chairman Sirard congratulated Mr. Peabody and welcomed him to the Board. He also looks forward to working with him. He also congratulated Ms. Erin Clark. She represents the school system and Enfield well and we are extremely proud of her.

Chairman Sirard addressed audience member Mr. Weseliza and hopes you will be pleased with the make-up of the Future Use of Fermi committee if the Board approves it tonight.

## **10. UNFINISHED BUSINESS**

### **a. ESTABLISH AN ERICO FERMI FUTURE USE BOARD COMMITTEE**

Dr. Schumann stated the Board started this discussion at the last meeting.

Mr. Neville stated this is not a standing committee but a special committee. Chairman Sirard stated that is correct.

Chairman Sirard distributed a press release to Board members with the make-up and charter for the Future Use of Fermi Advisory Committee. The committee will consist of three (3) Board members and he will chair the committee, one (1) Cabinet member, two (2) Enfield Teachers and two (2) Enfield citizens.

Chairman Sirard stated this is just a suggestion and each Board member can add their input on this advisory committee.

Mr. Wawer stated this is a good start and he likes the makeup of the committee with a diverse spectrum on the committee.

Mr. Grady asked if the Town Council liaison should be included in this committee due to the potential costs to the Town if the Enrico Fermi building is used.

Chairman Sirard stated this is a Board committee. The Board will make the decision if we are going to use Enrico Fermi or if we are going to turn it back to the Town. He personally does not have a problem with the liaison attending these public meetings. This decision will be

made by the Board and not every decision that we make involves the Town Council.

Mr. Neville agrees with Mr. Sirard and liked the idea presented by Mr. Grady. The Town Council are waiting for us make the first decision. We need to come up with our own reasons and should not color their judgment and recommendation.

Mr. Wawer asked if you are looking for a consensus or is a motion needed. Chairman Sirard stated this is a consensus thing but we will need a motion to approve this committee. He is looking for input.

Mr. Neville would like to include a target date so we can work towards it.

Mr. Wawer recommends having a decision made for the fall. Are you looking for a generic timeline or a date?

Mr. Neville stated he is looking for a ballpark timeline. He believes the fall would be too long of a time line. The question is do we have a need to use the building as an educational facility. He does not want to drag this decision on. We need to come up with the data and air this information to the public. The public will need some time to respond to the information and ask questions. He believes we should make this decision by the end of this school year. Meetings held during the summer month do not work.

Mr. Wawer would like to conclude the process by September 30, 2014. This way the Town Council could explore funding needs for the next budget cycle. He does not want us to discount public input. This way if more time is needed, we would have the time.

Mr. Peabody thinks we should have an end date as mentioned by Mr. Neville and Mr. Wawer. He suggests the committee decide on their approach and how to interact with the public. Let the committee do the work that they need to do but include some milestones like the schedule will be set at the end of the first meeting. The committee will decide what information is needed, what kind of data should be collected, how we collect it and then the committee would set the next milestones. Listen to the public and compile that information. There will be some emotional and factual information presented. He would like the committee to set the timeline.

Chairman Sirard stated in the press release it includes the charter of the Future Use of Fermi Advisory Committee is:

1. Gather information regarding the potential use(s) of the Enrico Fermi Building as an educational facility. Determine if there is an educational need;
2. Present preliminary recommendations to the Board of Education in a timely fashion at a public meeting(s).

Chairman Sirard stated this is a very narrow scope to determine if there is an educational need. The Board of Education will make the final recommendation. Regarding deadlines and timelines we need to move rapidly. We need to gather the information in a timely manner and present this information to the public. He does not want to see this take a lot of time and drag this on. This is not a delay tactic and should not be used as one. We need to make a final decision and make the decision known to the public. This will be a common sense approach and we should make a common sense decision. The Board will need to make a decision without emotion and heartfelt ties.

Chairman Sirard agrees with both Mr. Wawer and Mr. Neville. Summer committees typically do not work. He would like to have the preliminary data before the end of school and if we need to extend into the next school year. He wants to make sure that everyone is on the same page and to make their views known.

Mr. Neville agrees and we need to balance the input, data and a timeline to get this done. Mr. Wawer mentioned that the Town council would need to look at this for the next budget cycle. No matter what the uses are for this building, a substantial amount of money would be needed. The building will require a referendum if we decide we are going to use it as an educational facility. Mr. Neville asked when the new high school building will be open.

Dr. Schumann stated the target date for the combined high school is September 2016 and the construction will conclude in 2017.

Mr. Neville stated we would also need to determine what the building will be used for and the costs for it. The issue is do we need it and what would it be used for. How much will it cost and how will we deal with this? The town would need a referendum to deal with this. We need to give the Town Council time to deal with this. This can be done once we get the committee together.

Mr. Wawer asked about the budget process timeline for the new Board members. When do we need to adopt the budget by? We discussed budget workshops previously.

Chairman Sirard the special budget workshops are separate from this particular issue. We have another item on the agenda to address the budget. We need to stay within the topic we are currently discussing on the agenda. The topic now is the establishment of the advisory committee.

Mr. Wawer is concerned with Board members time needed to discuss the budget and this committee. Will they overlap or would we be done with the budget discussions before this committee will start up?

Dr. Schumann stated the Board's budget needs to be submitted to the Town Manager by March 1<sup>st</sup>.

Chairman Sirard added that there would be enough time to accomplish this.

Mr. Peabody believes we are all in agreement that we need a fast and thorough process for this committee.

Chairman Sirard stated we are including teachers and Enfield citizens in this committee. There will be an application process. All applications will be reviewed and we will make a decision. We would like to see the committee up and running in March 2014. The committee will gather information so the Board can make an informed decision.

Mr. Neville asked if we can see our numbers. He thanked Mr. Weseliza for the information all Board members received. He also hopes that he applies to this committee.

Dr. Schumann stated that the Board policy lists that your recommendation can be approved by its membership and can be disbanded at the conclusion of committee. He would recommend that a motion be made to formally approve the committee and at the conclusion of the committee, they would follow the same procedures.

Mr. Grady moved, seconded by Mr. Wawer that the Enfield Board of Education establishes a committee with 3 Board members, 1 Cabinet member, 2 Enfield Teachers and 2 Enfield Citizens for the Future Use of Fermi Advisory Committee.

**Discussion:**

Mr. Neville would like to define the motion to include make recommendations to the Board.

Both Mr. Grady and Mr. Wawer amended the previous motion to the Enfield Board of Education establishes a committee with 3 Board members, 1 Cabinet member, 2 Enfield Teachers and 2 Enfield Citizens for the Future Use of Fermi Advisory Committee to make recommendations to the Board.

A vote by **roll-call 6-0-0** passed unanimously.

**b. CONTINUE THE DISCUSSION REGARDING THE USE OF THE ENRICO FERMI BUILDING** - None

**11. NEW BUSINESS**

**a. Discussion and Action if any, regarding the Board's 2013-15 Priorities**

Chairman Sirard stated the Board came up with some suggestions regarding the priorities and the catch phrase "on the same page".

**BOARD OF EDUCATION PRIORITIES  
2013-15**

**"ON THE SAME PAGE!"**

- Continue to improve communication with the public and Town Council.
- Seek uniform implementation of policies and practices across the district.
- Stand up for local education issues.
- Look for budgetary efficiencies.
- Promote a positive direction for the Enfield Public Schools.

Mr. Neville thought we added the continued use of technology. We were going to define technology use or was this tied to another priority?

Chairman Sirard stated that was tied to promote a positive direction for the Enfield Public Schools.

Mr. Grady moved, seconded by Mr. Wawer that the Enfield Board of Education approves the 2013-14 Board Educational Priorities as presented.

A vote by **roll-call 6-0-0** passed unanimously.

**c. FY2014-15 BUDGET DISCUSSION**

Dr. Schumann stated that Board members have received the proposed FY2014-15 budget and can continue their discussion regarding this process. The administration is prepared to research and bring back to the Board any additional information needed so you can adopt the FY2014-15 Budget and present it to the Town Council.

Chairman Sirard stated we are setting two additional Budget workshop meetings. The Finance Committee will be meeting and several Board members will attend. We have the opportunity to evaluate the proposed budget presented by Dr. Schumann. Board members have started doing their own homework on the budget.

Mr. Neville likes the idea of having the budget workshops. Going through this process before,

we will have more questions at the end of each workshop. We will probably need some information on some of the big items and some presentations. He likes the budget book we have received. You have done a wonderful job with this and it gives us more information than we have received in the past.

Mr. Sirard nodded his head in agreement.

Mr. Neville would like us to plan for a longer meeting on a Saturday. He does not like making decisions late at night. He thinks we need to be as transparent as possible and possibly adding a couple of more meetings. It is easier to cancel a meeting than trying to schedule one later.

Board members agreed to meet on Wednesday, February 12<sup>th</sup>; Tuesday, February 18<sup>th</sup> and Saturday, February 25<sup>th</sup>. We will also have our regular meetings on Tuesday, February 11<sup>th</sup> and 25<sup>th</sup>.

Mr. Drezek stated the budget needs to be sent to the Town Manager by March 1<sup>st</sup>.

Mr. Neville would like us to place this information on the website and next to each date the topics that will be discussed at each meeting.

Mr. Grady asked if the proposed budget is on our website. Dr. Schumann stated that the proposed FY2014-15 budget has been placed on the website for public viewing as well as the video from my presentation.

Mr. Grady would like us to make this known to the public. Maybe we can send out a message that you receive on your phones about this.

Mr. Peabody asked if we could get together next week.

Chairman Sirard stated we could also meet on Monday, February 3<sup>rd</sup>.

Chairman Sirard stated we can meet at 7:00 PM and the location will be determined. We will also meet at 9:00 AM on Saturday, February 25<sup>th</sup>. We will leave the February 11<sup>th</sup> Board meeting for a regular meeting and will use February 28<sup>th</sup> to adopt the budget.

Mr. Neville would like the administration to add the topics being discussed at each Board meeting.

Chairman Sirard stated that he will discuss this with Mr. Wawer and Mrs. LeBlanc at the Finance meeting.

Mr. Wawer would like the Superintendent to give us the projected enrollment numbers for each school.

**12. BOARD COMMITTEE REPORTS - None**

**13. APPROVAL OF MINUTES**

Mr. Neville moved, seconded by Mr. Wawer that the Special Meeting minutes of January 11, 2014 and the Regular Meeting minutes of January 14, 2013 be approved. A vote by **show-of-hands 5-0-1** passed unanimously with Mr. Peabody abstaining.

**14. APPROVAL OF ACCOUNTS PAYROLL**

**a. For the Month of September 2013/14**

Mr. Wawer moved, seconded by Mr. Grady that the Enfield Board of Education accept the Superintendent's certification as follows: "I hereby certify that in the month of September, total expenditures amount to \$5,714,292.09, broken down between payroll totaling \$3,907,049.52 and other accounts totaling \$1,807,242.57. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show-of-hands 6-0-0** passed unanimously.

**b. For the Month of October 2013/14**

Mr. Wawer moved, seconded by Mr. Grady that the Enfield Board of Education accept the Superintendent's certification as follows: "I hereby certify that in the month of October, total expenditures amount to \$5,071,034.00, broken down between payroll totaling \$4,056,977.01 and other accounts totaling \$1,014,056.99. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show-of-hands 6-0-0** passed unanimously.

**c. For the Month of November 2013/14**

Mr. Wawer moved, seconded by Mr. Grady that the Enfield Board of Education accept the Superintendent's certification as follows: "I hereby certify that in the month of November, total expenditures amount to \$6,579,140.41, broken down between payroll totaling \$6,046,474.56 and other accounts totaling \$532,665.85. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show-of-hands 6-0-0** passed unanimously.

**d. For the Month of December 2013/14**

Mr. Wawer moved, seconded by Mr. Grady that the Enfield Board of Education accept the Superintendent's certification as follows: "I hereby certify that in the month of December, total expenditures amount to \$5,713,178.65, broken down between payroll totaling \$3,991,047.74 and other accounts totaling \$1,722,130.91. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show-of-hands 6-0-0** passed unanimously.

**e. Line Item Transfers, if any - None**

**Motion to Suspend the Rules:**

Mr. Grady moved, seconded by Mr. Wawer that the Enfield Board of Education suspend the Rules and add an item to the agenda – Board Committee Reports to allow Mrs. Unghire to give a report.

A vote by **show-of-hands 6-0-0** passed unanimously.

**BOARD COMMITTEE REPORTS:**

Mrs. Unghire attended the CREC Council meeting in Hartford. Mr. Bruce Douglas welcomed her. She is learning about their goals and initiatives. They are holding a Legislative Breakfast on February 13<sup>th</sup>. This would be the time to let our legislators know what is working or not working in our school districts. She is planning to attend and if anyone else would like to attend please let her know.

Both Mr. Neville and Mr. Grady are also planning to attend along with Mr. Wawer and Mrs. Unghire. Mrs. Zalucki will register them all to attend the February 13<sup>th</sup> Legislative Breakfast.

**15. CORRESPONDENCE AND COMMUNICATIONS**

- a. Invitation to attend the Fermi CAPT Breakfast on February 13<sup>th</sup>.

**16. AUDIENCES - None**

**17. EXECUTIVE SESSION - None**

**18. ADJOURNMENT**

Mr. Grady moved, seconded by Mr. Wawer to adjourn the Regular Meeting of January 28, 2014.

All eyes, motion passed unanimously.

Meeting stood adjourned at 8:45 PM.

Vincent M. Grady  
Secretary  
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary