

**SPECIAL MEETING
EAST HARTFORD BOARD OF EDUCATION**

**MONDAY,
MARCH 5, 2007**

A Special Meeting of the East Hartford Board of Education was held on Monday, March 5, 2007, at the Connecticut International Baccalaureate Academy, 857 Forbes Street, East Hartford, CT. The meeting was called to order at 7:00 P.M. by Chairperson Hilde Mayranen-O'Brien.

PRESENT Chairperson Hilde Mayranen-O'Brien, Robert Damaschi, Hank Pawlowski, Jr., Ram Aberasturia, Prescille Yamamoto, Marcus Oladell, IV, Dorese Roberts, Cynthia Reik, Karen Howe

ALSO PRESENT Dr. Marion H. Martinez, Superintendent of Schools
Debbie Kaprove, Assistant Superintendent of Schools
Paul Mainuli, Director of Business Services
Jody Lefkowitz, Director of Pupil Personnel
Al Costa, Director of Facilities
Chris Wethje, Director of Human Resources
Matthew Larson, Student Representative to the Board
Kelly Rivera, Student Representative to the Board

Chairperson Hilde Mayranen-O'Brien asked for a moment of silence to honor Sergeant Richard L. Ford.

Regarding the controversy surrounding the resignation of Kevin Miller, Chairperson Mayranen-O'Brien stated we are reviewing our hiring procedures to determine what improvements can be made. Board of Education policy was followed. Negative comments do not improve our schools. We should support the initiatives created and work together to improve our Town and educational system.

APPROVAL OF MINUTES

MOTION By Prescille Yamamoto
Seconded by Hank Pawlowski, Jr.
To approve the Minutes of the Special Meeting of
January 22, 2007 (6:10 P.M.)
Motion carried. Nay: Ram Aberasturia

MOTION By Robert Damaschi
Seconded by Hank Pawlowski, Jr.
To approve the Minutes of the Special Meeting of
January 22, 2007 (6:53 P.M.)
Motion carried. Nay: Ram Aberasturia

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- MOTION** By Hank Pawlowski, Jr.
Seconded by Robert Damaschi
To approve the Minutes of the Special Meeting of
January 22, 2007 (7:40 P.M.)
Motion unanimously carried.
- MOTION** By Robert Damaschi
Seconded by Hank Pawlowski, Jr.
To approve the Minutes of the Special Meeting of
February 5, 2007 (5:05 P.M.)
Motion carried. Nay: Ram Aberasturia
Abstain: Dorese Roberts
- MOTION** By Robert Damaschi
Seconded by Hank Pawlowski, Jr.
To approve the Minutes of the Regular Meeting of
February 5, 2007 (7:00 P.M.), as corrected:
Page 9: (typo) Mr. Aberasturia thanked Chairperson Hilde
Mayranen-O'Brien...
Motion unanimously carried.
- MOTION** By Robert Damaschi
Seconded by Hank Pawlowski, Jr.
To approve the Minutes of the Special Meeting of
February 8, 2007
Motion carried. Abstain: Prescille Yamamoto
- MOTION** By Robert Damaschi
Seconded by Hank Pawlowski, Jr.
To approve the Minutes of the Special Meeting of
February 12, 2007 (6:00 P.M.)
Motion carried. Abstain: Dorese Roberts
- MOTION** By Robert Damaschi
Seconded by Prescille Yamamoto
To approve the Minutes of the Special Meeting of
February 12, 2007
Motion carried. Abstain: Dorese Roberts

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WRITTEN COMMUNICATIONS TO THE BOARD

- East Hartford Lions Club will hold its Quest Brunch on April 22nd, 11:00 A.M. at the Marco Polo Restaurant – cost is \$25.00/p.p. – please call Pam Wentworth in the Superintendent’s office for reservations by April 9th;
- Thank you note received from Karen Howe thanking the Board for the flowers sent on the recent loss of her father.

STUDENT REPRESENTATIVES REPORT

Matthew Larson and Kelly Rivera

- Spain trip was excellent – a full report, with pictures, will be given at the next Board meeting;
- On Saturday, Jazzapella took second place at the Nutmeg Fest; cheerleaders took first place at the NECA Competition;
- March 8th – PRIDE Night will be held;
- March 10th – Spring Fling dance will be held;
- March 17th – East Hartford High School band will play at the St. Patrick’s Day Parade;
- March 23rd – 24th – Student Council Conference will be held at Wesleyan;
- March 31st – Bunny Breakfast will be held;
- April 25th – Senior Citizens Prom will be held.

PUBLIC PARTICIPATION

1. Ram Aberasturia – re: expressed displeasure with the way in which the investigation of Kevin Miller was done prior to his employment with the East Hartford Public Schools;
2. Debra Gaudette – re: (1) there are procedures in place to be followed in hiring new employees – stated procedures were not followed when hiring Kevin Miller; (2) under FOI, (a)how many candidates applied for the position of Principal at EHHS; (b)why did they drop out; (c) why did you not follow procedures; (3) re: budget – requests total cost of Kelly Services contract from start to end of June 2007 – which line item contains this allocation; how much surplus do you have for this year; how many line item transfers and amounts;
3. Denise Mitchell – re: she has been part of several principalship interviews and noted it is a very difficult process; she suggested that we move on – something that will be very difficult to do with negative attitudes – Board should work together to accomplish this.

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BOARD OF EDUCATION APPRECIATION

**(Mike Litke, Principal, O'Brien Elementary School, Coordinator of Recognition)
(Building Principals)**

Mr. Litke showed a video of various students participating in the Board Appreciation activity. Chairperson Mayranen-O'Brien thanked Mr. Litke for organizing this activity and also thanked all students for their participation.

INFORMATIONAL REPORTS

Human Resources/Appointments/No Action Required

Mr. Wethje noted we have hired one Kindergarten teacher, a Guidance Counselor, tutors and paras.

Update on ABC/Challenge Course Program

(Linda Chamberlain, Youth Services Program Coordinator)

Ms. Chamberlain introduced Cephus Nolan, Director of Youth Services, who discussed the positive, long history East Hartford Youth Services has had with the Board of Education. Ms. Chamberlain noted 10,000 students have gone through the program since 1986. The program has been designed for East Hartford's 6th graders. She stated the Board and ABC/Challenge Course program has made an impact on the children of East Hartford. A PowerPoint presentation was shown regarding the ABC Challenge and its participants. Ms. Chamberlain thanked the Board for approving use of the Penny War dollars for 2007-08.

Program Update on School Business Partnership

(Penny Brice)

Ms. Brice noted the program began in 1984 with a partnership between the Chamber of Commerce and the East Hartford Public Schools. To date, we have over 100 partnerships. There are 12 volunteer mentors. During the winter holiday season, Emil Kopcha provides a program which is sponsored by the School/Business Partnership. School/Business Partnership is sponsoring a Career Day this year on May 9th. To date, the district has received \$150,000 in mini grants.

Status of Student Information System Data Watch

(Paul Mainuli, Director of Business Services)

(Guy Collins, Supervisor, Information Systems)

Mr. Collins noted a Committee was put in place to analyze what we presently have in the district. We have two systems presently in use –(1) Pentamation – a student information data base used by CIBA and EHHS for attendance; and (2)Pinnacle Grade Book Server – a student information system which can be used across the district and from home.

Mr. Collins noted the IT Department is proposing a new system which would be more user friendly and would also be more efficient. It was also noted the Guidance Department would be able to develop a master schedule with the new system. Central Registration also would

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benefit from the new system. The Special Education Department would be able to use it for their IEP and Medicaid modules. It would also help with the Data Driven Decision Making allowing us to analyze student achievement results.

Mr. Collins thanked the Committee for their input in this tedious process. Mr. Mainuli noted once the Committee recommends what system should be put in place, we will go out to bid. He estimates a new system would cost approximately \$320,000. Mr. Pawlowski stated he would like other districts present when the request for approval comes before the Board. Mr. Collins stated we may be able to conduct conference calls when contacting other districts.

COMMITTEE REPORTS

Chairperson Hilde Mayranen-O'Brien noted the following:

- Is hopeful we can have a report on the new data base system;
- Asked the Mayor to schedule a meeting with Officer Rosa to be a liaison with the Board of Education on the Safety Committee.

Superintendent Marion H. Martinez noted the following:

- Superintendent visited EHMS – students were practicing for the Saturday Jamboree – over 50 band and choral directors were there;
- Superintendent thanked the Board for the numerous hours they have spent on Committee and Board meetings;
- Superintendent thanked the Republican Town Committee who met with the Superintendent and Ms. Kaprove to share information and concerns.

SPECIAL COMMITTEE REPORTS

Policy & Audit – Prescille Yamamoto –next meeting is March 13th, 5:00 P.M.

Curriculum – Cynthia Reik – meeting scheduled for March 12th, 5:00 P.M. to review the social studies curriculum;

Facilities –Hank Pawlowski, Jr. –meeting scheduled for March 14, 6:30 P.M. to consider final approval of the Capital Improvement Plan. Mr. Pawlowski also noted East Hartford has received national attention with the “green” award for the Tri Gen Plant at EHHS. Ms. Reik, Mr. Costa and Mr. Pawlowski attended the ceremony; Mr. Pawlowski also noted the Johnson Controls energy audit is moving along very well – we will accrue savings over time.

Finance & Audit – Robert Damaschi – meeting scheduled for March 7, 6:00 P.M.

Future Planning – Karen Howe – Committee will meet either April 3, 5 or 10th to discuss substantive ideas and goals for the Committee.

PERSONNEL

MOTION

By Prescille Yamamoto

Seconded by Robert Damaschi

To approve the following two **Resignations:**

1. Kevin Miller, Principal, effective 3/2/07;

2. Paula Rosenthal, Para/SPED, effective 2/6/07

Motion unanimously carried.

OLD AND UNFINISHED BUSINESS

Remove from Table and Approve Policy 4118.231/4218.231 – Alcohol, Drugs and Tobacco

(Prescille Yamamoto, Chair, Policy & Audit Committee)

MOTION By Ram Aberasturia
Seconded by Prescille Yamamoto
To remove from table and approve Policy 4118.231/4218.231
Alcohol, Drugs and Tobacco
Motion unanimously carried.

Remove from Table and Approve Policy 6121 – Nondiscrimination in the Instructional Program

(Prescille Yamamoto, Chair, Policy & Audit Committee)

MOTION By Ram Aberasturia
Seconded by Prescille Yamamoto
To remove from table and approve Policy 6121 – Nondiscrimination
in the Instructional Program
Motion unanimously carried.

To Remove from Table and Approve Policy 6141.312- Migrant Students

(Prescille Yamamoto, Chair, Policy & Audit Committee)

MOTION By Ram Aberasturia
Seconded by Prescille Yamamoto
To remove from table and approve Policy 6141.312 -
Migrant Students
Motion unanimously carried.

To Remove from Table and Approve Policy 6146.1 – Grading/Assessment Systems

(Prescille Yamamoto, Chair, Policy & Audit Committee)

MOTION By Prescille Yamamoto
Seconded by Ram Aberasturia
To remove from table and approve Policy 6146.1 – Grading/
Assessment Systems
Motion unanimously carried.

To Remove from Table and Approve Policy 6161.3 – Comparability of Services

(Prescille Yamamoto, Chair, Policy & Audit Committee)

MOTION By Prescille Yamamoto
Seconded by Ram Aberasturia
To remove from table and approve Policy 6161.3 -
Comparability of Services
Motion unanimously carried.

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To Remove from Table and Approve Policy 6164.11 – Drugs, Tobacco, Alcohol

MOTION By Ram Aberasturia
Seconded by Marcus Oladell, IV
To remove from table and approve Policy 6164.11 – Drugs,
Tobacco, Alcohol
Motion unanimously carried.

NEW BUSINESS

Approve Request for Overnight Travel to Waterbury, CT for the All State Music Festival

(Emil Kopcha, Supervisor, Fine Arts)

MOTION By Ram Aberasturia
Seconded by Prescille Yamamoto
To approve request for overnight travel to Waterbury, CT
for the All State Music Festival 3/29/07-3/31/07
Motion unanimously carried.

Approve Request for Overnight Travel to Durham, New Hampshire for Cheerleading Championship

(Jill LeJeune, EHHS)

MOTION By Robert Damaschi
Seconded by Marcus Oladell
To approve request for overnight travel to Durham, New Hampshire
for Cheerleading Championship, March 16-17, 2007
Motion unanimously carried.

Ms. Yamamoto asked if they will be able to raise sufficient funds for this trip. Ms. LeJeune assured her they will be able to raise sufficient funds.

Approve Connecticut State Department of Social Services – Social Services Block Grant Program

(Brian Reynolds, Director, Student Assistance Center)

MOTION By Hank Pawlowski, Jr.
Seconded by Prescille Yamamoto
To approve Connecticut State Department of Social Services -
Social Services Block Grant Program
Motion unanimously carried.

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Approve Request for Bid Waiver – Fiber Tech Network’s Point-to-Point Fiber Connection

(Paul Mainuli, Director of Business Services)

(Guy Collins, Supervisor of IT)

MOTION By Hank Pawlowski, Jr.
Seconded by Prescille Yamamoto
To approve request for bid waiver – Fiber Tech Network’s
Point-to-Point Fiber Connection
Motion carried. Nay: Robert Damaschi

To Approve Bid #1569-07 Graystone Group Advertising

(Paul Mainuli, Director of Business Services)

MOTION By Hank Pawlowski, Jr.
Seconded by Prescille Yamamoto
To approve Bid #1569-07 Graystone Group Advertising
Motion carried. Nay: Robert Damaschi

Approve Selection of Vendor for Bid #1566-06-R; Educational Microscopes

(Paul Mainuli, Director of Business Services)

MOTION By Prescille Yamamoto
Seconded by Hank Pawlowski, Jr.
To approve selection of vendor for Bid #1566-06-R;
Educational Microscopes
Motion carried. Nay: Robert Damaschi

Approve Contract of Grant Writing Services with Lisa Low & Associates

(Paul Mainuli, Director of Business Services)

MOTION By Prescille Yamamoto
Seconded by Robert Damaschi
To **table** contract of grant writing services with
Lisa Low & Associates
Motion unanimously carried.

Approve Certified Staff Member’s Request to Rescind Retirement Letter

(Christopher T. Wethje, Director of Human Resources)

MOTION By Ram Aberasturia
Seconded by Prescille Yamamoto
To approve certified staff member’s request to rescind
retirement letter
Motion unanimously carried.

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**Approve Non-Certified Staff Member's Use of Employee Sick Bank
(Christopher T. Wethje, Director of Human Resources)**

MOTION By Ram Aberasturia
Seconded by Hank Pawlowski, Jr.
To approve non-certified staff member's use of employee
sick bank
Motion unanimously carried.

INTERNAL BOARD BUSINESS

Representative Reports

Willowbrook Early Childhood Programs – Prescille Yamamoto – attended the Policy Committee meeting – she was presented with flowers, honoring her as a Board member as well as participating in the Policy Committee. Ms. Yamamoto noted we are close to full with enrollment.

East Hartford/Glastonbury Magnet School Building Committee – Hank Pawlowski, Jr. – all is progressing well; we are still on target with our timetable. The present Project Manager, Mr. Mercure, will be retiring. Mr. Pawlowski noted he expressed appreciation for all the work Mr. Mercure has done; a new Project Manager will be introduced at our next Committee meeting.

Ram Aberasturia noted the trip that he organized for students to visit the State Department of Labor has been rescheduled to April 3rd.

Dorese Roberts – visited O'Connell School's 2nd grade class. She also noted she visited the cafeteria and found they are serving healthy foods; computers need to be upgraded at O'Connell School; she further noted the roof is leaking. Mr. Costa will investigate; visited the ESL class yesterday.

Marcus Oladell, IV – Regarding CMT Math Camp – Mr. Oladell thanked Debbie Kaprove for obtaining the grant for this program. Peter Cerone would like to have this event extended next year. Students wished it was an entire week - presently it is only for 3-4 days. He also thanked the bus drivers who gave up their vacation time to assist with the program.

PUBLIC PARTICIPATION

1. Denise Mitchell – regarding hiring of new principal – hopes we can refocus on issues confronting our school district and look for a quality high school principal.

QUESTIONS/CONCERNS BY BOARD MEMBERS

Karen Howe – (1) thanked the Superintendent and Debbie Kaprove for helping things run smoothly at EHHS; (2) there are good things happening in East Hartford – let us move on from the unfortunate incident of late.

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Prescille Yamamoto – regarding shared services - thanks all the people who occupy Tolland Street building for all they do.

Ram Aberasturia

- Are we providing services for children;
- Did we do adequate background checks with recent hires;
- Why did other applicants for the principalship at EHHS withdraw their applications;
- Thanked Mr. Litke for coordinating this evening's event for Board members.

Dorese Roberts

- Thanked all who provided gifts this evening;
- Thanked Mr. Staples for the Curriculum subcommittee presentation he made.

TOPICS FOR FUTURE AGENDAS

Prescille Yamamoto – Would like to have a workshop presentation by the IT Department and Mr. Collins.

MOTION

By Robert Damaschi

Seconded by Prescille Yamamoto

To recess to Executive Session (9:45 P.M.) to discuss the following:

1. Discussion with possible action regarding request for leave of absence for a paraprofessional.

Recorded by:
Donna Fitzgerald

The Special Board Meeting reconvened at 9:52 P.M.

MOTION

By Prescille Yamamoto

Seconded by Karen Howe

To approve a leave of absence for a paraprofessional.

Motion unanimously carried.

MOTION

By Prescille Yamamoto

Seconded by Dorese Roberts

To adjourn the Special Board Meeting at 9:53 P.M.

Motion unanimously carried.

Recorded by:
Christopher Wethje