

**REGULAR MEETING  
EAST HARTFORD BOARD OF EDUCATION**

**MONDAY,  
JUNE 4, 2007**

A Regular Meeting of the East Hartford Board of Education was held on Monday, June 4, 2007, at the Connecticut International Baccalaureate Academy, 857 Forbes Street, East Hartford, CT. The meeting was called to order at 7:45 P.M. by Chairperson Hilde Mayranen-O'Brien.

**PRESENT** Chairperson Hilde Mayranen-O'Brien, Hank Pawlowski, Jr., Robert Damaschi, Ram Aberasturia, Prescille Yamamoto, 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  
Frank Vernile, Supervisor, Facilities Department  
Chris Wethje, Director of Human Resources  
Mayor Melody Currey  
Matthew Larson, Student Representative  
Kelly Rivera, Student Representative  
Ariana Larson, Student Representative

**ABSENT** Hank Pawlowski, Jr., Marcus Oladell, IV

**Flag Day Ceremonies, Presentation of American Flag Essay Contest Winners**  
**(Peg Byrnes, Chair, Patriotic Commission)**  
**(Pat Begley, Patriotic Commission)**

The following students are winners of the 2007 Flag Day Essay Contest:

Nolan Callahan, East Hartford Middle School, Grade 7  
Tiana Allman, Sunset Ridge, Grade 6  
Nery Aquino-Pimentel, Norris Elementary, Grade 3  
Arturo Claudio, Norris Elementary, Grade 3  
Krupaben Patel, East Hartford High School, Grade 9

The students did an outstanding job with their written essays and presentations. All winners read their essays and received a Proclamation from Mayor Melody Currey.

**STUDENT REPRESENTATIVES REPORT**  
**Recognition of Kelly Rivera and Matthew Larson, Student Representatives to the Board**

Chairperson Mayranen-O'Brien and the entire Board and Administration thanked Matthew Larson and Kelly Rivera for their outstanding participation as Student Representatives to the Board during this past year. Each received a gift card from the Board. The Board also welcomed Ariana Larson as the newest Junior Student Representative to the Board.

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**Student Representative Reports**

**(Kelly Rivera and Matthew Larson)**

- Second annual Teacher Idol show tomorrow, 7:00 P.M.;
- Senior Prom was held last Friday at LaRenaissance; it was a great success; LaRenaissance provided wonderful food. The music and company was great;
- June 19<sup>th</sup> – Graduation will be held at the University of Hartford;
- Student Representatives introduced Ariana Larson as the new Junior Board of Education Student Representative.

**Recognition of Recipients of the Eleventh Annual CABA Student Leadership Awards**

**Jennifer Sierra and Joshua Freeman – CABA Leadership Award Winners**

**(Matt Ryan, Interim Principal, EHHS)**

**(Hilde Mayranen-O'Brien, Chair)**

Mr. Ryan introduced both Jennifer Sierra and Joshua Freeman, recipients of the CABA Leadership Award, for their outstanding leadership contributions during this past year. Each received a gift card as well as a certificate from CABA.

**Recognition of Volunteers of the Year**

Dr. Martinez welcomed the volunteers of the year and thanked them for dedication to the East Hartford school district. The following were honored as Volunteers of the Year and were introduced by principals and supervisors of respective schools. Each received a plaque from the Board for their outstanding contribution to the school district:

Sharon Walker	CIBA
Deborah Kurker	East Hartford High School
Connie Kenyon	East Hartford Middle School
Jill Bucevicius	Goodwin Elementary School
Alfred Leonard	Hockanum Elementary School
Lisa Davis	Langford Elementary School
Anthony Petrella	Mayberry Elementary School
Eugene Marinelli	Norris Elementary School
Carol Plourde	O'Brien Elementary School
Lisa Carr	O'Connell Elementary School
Patricia Morin	Pitkin Elementary School
Eric Jurado	Silver Lane Elementary School
Brenda Murdzek	Sunset Ridge School
Nadine Oliveri	Synergy Alternative High School
Jessica Wells	Willowbrook School
Christian Leadership Class –	Woodland Elementary School
East Catholic High School	
Marena Gallo, Representative	

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**Recognition of EHHS Top Twenty Students**

The following were recognized by the Board as East Hartford High School's Top Twenty students for the class of 2007. Each received a gift card from the Board:

Emily Apel, Valedictorian	Jane Kelly
Marissa Gauthier, Salutatorian	Keith Kennedy
Joseph Arcisz	Matthew Larson
Steven Cavallari	Nicholas Messier
Jennifer Curtis	Bijal Patel
Donna Dellaghelfa	Tania Patrucco
Nha Duong	Stefanie Reale
Christopher Forte	Laura Taylor
Samantha Glover	Jeannie Tran
Eric Jackwin	Kathryn Vollinger

**APPROVAL OF MINUTES**

**MOTION** By Prescille Yamamoto  
Seconded by Robert Damaschi  
To approve the Minutes of the Special Meeting of  
May 17, 2007, (5:05 P.M.)  
Motion carried. Nay: Ram Aberasturia, Dorese Roberts  
Abstain: Cynthia Reik,

**MOTION** By Robert Damaschi  
Seconded by Prescille Yamamoto  
To approve the Minutes of the Special Meeting of  
May 17, 2007, (6:38 P.M.)  
Motion carried: Nay: Dorese Roberts, Ram Aberasturia  
Abstain: Cynthia Reik

**MOTION** By Robert Damaschi  
Seconded by Ram Aberasturia  
To approve the Minutes of the Special Meeting of  
May 21, 2007  
Motion carried.

**WRITTEN COMMUNICATIONS TO THE BOARD**

- Letter from Board to Mayor Currey enclosing Minutes from the May 9, 2007 Future Planning Ad Hoc Committee meeting and inviting her to attend the next meeting of the Ad Hoc Committee on June 25<sup>th</sup>;
- Communication from Willowbrook School regarding registration for the Head Start program by calling 622-5526;

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- June 5<sup>th</sup> – Special Meeting of the Joint Boards of Education – at the East Hartford/Glastonbury Elementary Magnet School – 6:00 P.M.
- Schedule of indoor shows at the East Hartford Cultural Center may be obtained by calling 528-1458;
- June 4<sup>th</sup> (today) – 3:00-6:00 P.M. - Workshop being held on District Data-Driven Decision Making: Everyone’s Role in Continuous Improvement;
- June 20<sup>th</sup> – Connecticut Statewide Graduation honoring graduates of the Parent Leadership Training Institute at the Legislative Office Building, beginning at 4:30 P.M. Please contact the Superintendent’s office if interested in attending;
- June 10<sup>th</sup> – 1:00-4:00 P.M. - Friends of Center Cemetery and the Historical Society of East Hartford sponsoring an Open House History Day at Martin Park;
- Invitation from EHMS, sponsored by Wnuk Team, 7<sup>th</sup> Grade, to attend National River Clean Up on June 6<sup>th</sup> from 9:00-1:00 at EHMS Hockanum River;
- June 13<sup>th</sup> – 8:30-Noon at Legislative Office Building – “What Happened and What are the Implications for your School District”;
- Letter from D’Esopo Funeral Chapel applauding the efforts of the staff of EHHS during the recent, tragic death of one of our senior students;
- Letter from Dr. Martinez to Dan Larson, President of Rotary Club, thanking him for his willingness to assist in the implementation of Project Lead the Way, a pre-engineering program supporting the Smaller Learning Communities initiative at EHHS;
- June 14<sup>th</sup>, 6:00 P.M., Veteran’s Memorial Clubhouse – Invitation to attend ChildPlan, Inc. graduation for the East Hartford People Empowering People for Spanish Speaking Parents;
- Correspondence from many retirees thanking the Board for sponsoring the retirement dinner;
- Communication from EHEA thanking Central Administration for sponsoring the retirement dinner.

**PUBLIC PARTICIPATION** - None

**INFORMATIONAL REPORTS**

**Human Resources/Appointments/No Action Required**

Mr. Wethje noted we have hired one Spanish teacher and one paraprofessional.

**Annual Analysis/Student Lunch Program**

**(David Flanagan, Supervisor)**

**(Marc Noguiera, Sodexo, General Manager)**

**(Caitlyn Moresco, Sodexo Food Service)**

Ms. Noguiera and Ms. Moresco gave a detailed PowerPoint presentation of the student lunch program. She noted they are looking to increase lunch participation by focusing on eating

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healthy foods; i.e., produce of the month and other promotions. Ms. Noguiera also noted they will have more staff development to increase communication skills and to improve customer service. Also noted, the “BackPacker” program has been very successful. It is held on Fridays and anonymously provides food to needy children.

At this time, Dorese Roberts stated parents can call 211 to receive information on summer programs for children under the age of 18.

**Status Report on Curriculum Development**

**(Debbie Kaprove, Assistant Superintendent)**

Assistant Superintendent Debbie Kaprove gave an update on curriculum development for 2006-07. She praised the work of several committees who continue to develop new and exciting opportunities for our district. Many content areas of curriculum development will be assembled during the summer of 2007.

**Status Report on World Language Curriculum**

**(Nancy Testa, Department Chair)**

**(Debbie Kaprove, Assistant Superintendent)**

Ms. Testa noted the staff worked on the world language curriculum document this year for review by the Curriculum Sub-Committee. The curriculum includes a focus on literacy and writing to ensure our students can effectively meet expectations of the CMT and CAPT.

**COMMITTEE REPORTS**

**Chairperson/Superintendent’s Reports**

**Chairperson Mayranen-O’Brien:** Chairperson Mayranen-O’Brien thanked all volunteers, students and parents for all they do throughout the school year.

**Dr. Martinez**

- Regarding the Senior Prom at LaRenaissance – LaRenaissance stated our students were the best behaved group. Dr. Martinez sends congratulations to all students and advisors to the Senior Prom;
- Staff was recognized at the recent retirement dinner which was enjoyed by all;
- Congratulations to Yvette Blanchard, Birth-to-Three program, Physical Therapist, for co-authoring a book “The Newborn Behavioral Observations (NBO) System Handbook.

At this time, Mr. Aberasturia thanked the staff, students and LaRenaissance for a successful Senior Ball.

**Special Committee Reports**

**Policy & Audit, Prescille Yamamoto** – meeting scheduled for June 12th, 5:00 P.M.;

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**Curriculum – Cynthia Reik** – meeting took place today, at 5:30 P.M.;  
**Facilities – Hank Pawlowski, Jr.** – no meeting is scheduled at this time;  
**Finance & Audit – Robert Damaschi** – meeting scheduled for June 6<sup>th</sup>, 6:00 P.M.;  
**Future Planning – Karen Howe** – meeting scheduled for June 25<sup>th</sup>, 5:30 P.M. Ms. Howe commented that consideration of the dress code includes skirts, slacks, etc.

**PERSONNEL**

**MOTION**

By Prescille Yamamoto  
Seconded by Robert Damaschi  
To approve one **Retirement**:  
1. Barbara T. Sander, Para, effective 6/29/07  
Motion unanimously carried.

**OLD AND UNFINISHED BUSINESS**

**MOTION**

By Prescille Yamamoto  
Seconded by Ram Aberasturia  
To approve the following policies.  
Motion unanimously carried.

**To Remove from Table and Approve Policy 3513.1 – Energy Conservation**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 3516.2 – Recycling Program**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 3523.3 – School Facilities – Playground Equipment**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 3541.312 – Transportation – Day Care Centers**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4111.3 – Plan for Minority Staff Recruitment**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4112.61/4212.61 – Use and Disclosure of Employee Medical Information (HIPAA)**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

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**To Remove from Table and Approve Policy 4112.8/4212.8 - Nepotism**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4114/4214- Transfer/Reassignment**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4115 – Evaluation/Supervision**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4118.112/4218.112 – Sex Discrimination and Sexual Harassment in the Workplace**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4118.14/4218.14 - Disabilities**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4118.24/4218.24 – Staff/Student Non-Fraternization**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4131 – Staff Development**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4148/4248 – Employee Protection**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4152.3/4252.3 – Long-Term Leaves**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4222 – Teacher Aides/Paraprofessionals**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

**To Remove from Table and Approve Policy 4222.1 – Title 1 Paraprofessionals**  
(Prescille Yamamoto, Chair, Policy & Audit Committee)

Ms. Roberts commented on Policy 4114/4214 – Transfer/Reassignment . Ms. Roberts asked if we shift assignments or transfer on a regular basis. Although Dr. Martinez has the authority to waive guidelines, she stated it would be disruptive to transfer staff every two years or so. She prefers not to do this.

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**To Remove from Table and Approve Policy 4112.6/4212.6 – Personnel Records**

**Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION**

By Prescille Yamamoto

Seconded by Cynthia Reik

To remove from table and approve Policy 4112.6/4212.6 -  
Personnel Records

Motion carried. Nay: Ram Aberasturia

**To Remove from Table and Approve Policy 4117.4 – Administrative**

**Leave/Suspension/Dismissal**

**(Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION**

By Prescille Yamamoto

Seconded by Robert Damaschi

To remove from table and approve Policy 4117.4 – Administrative  
Leave/Suspension/Dismissal

Motion carried. Nay: Ram Aberasturia

**To Remove from Table and Approve Policy 4217.4 – Dismissal/Suspension**

**(Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION**

By Prescille Yamamoto

Seconded by Cynthia Reik

To remove from table and approve Policy 4217.4 –  
Dismissal/Suspension

Motion carried. Nay: Ram Aberasturia, Robert Damaschi

**NEW BUSINESS**

**Approve State Department of Education Head Start Grant Program Application**

**(Nancy Moriarty, Supervisor, Willowbrook)**

**MOTION**

By Robert Damaschi

Seconded by Prescille Yamamoto

To approve State Department of Education Head Start Grant  
Program Application for the two year State Head Start Grant.

Motion unanimously carried.

Ms. Yamamoto and Ms. Howe commended Ms. Moriarty for doing such a fine job at Willowbrook.

Mr. Aberasturia asked Ms. Moriarty if she felt a Principal was needed at Willowbrook.



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**Approve Proposed Pre-K/K-12 Science Curriculum**

**(Melissa Gavarrino, Science Department Head)**

**(Debbie Kaprove, Assistant Superintendent)**

**MOTION**

By Ram Aberasturia

Seconded by Prescille Yamamoto

To approve the proposed Pre-K/K-12 Science Curriculum

Motion unanimously carried.

Assistant Superintendent Debbie Kaprove commended Ms. Gavarrino and her staff for the fine job they are doing.

**Approve Full Time Grants Coordinator Position**

**(Christopher Wethje, Director of Human Resources)**

**MOTION**

By Prescille Yamamoto

Seconded by Robert Damaschi

To approve full time Grants Coordinator position

Motion carried. Nay: Dorese Roberts, Ram Aberasturia

**Approve Bid #1573-07 Custodial & Maintenance Uniforms**

**(Frank Vernile, Maintenance Supervisor, Facilities)**

**MOTION**

By Robert Damaschi

Seconded by Prescille Yamamoto

To approve Bid #1573-07 Custodial & Maintenance Uniforms and award to Swiss Professional Work Apparel, the lowest bidder.

Motion unanimously carried.

**Approve Bid 1583-07 Elevator Service Contract**

**(Frank Vernile, Maintenance Supervisor, Facilities)**

**MOTION**

By Robert Damaschi

Seconded by Prescille Yamamoto

To approve Bid 1583-07 Elevator Service Contract and award to Robert H. Lord, of Manchester, CT and to award remaining items to respective low bidders on an individual basis.

Motion unanimously carried.

**Approve Sole Source Cellular Phone Agreement with Sprint/Nextel**

**(Paul Mainuli, Director of Business Services)**

**MOTION**

By Robert Damaschi

Seconded by Prescille Yamamoto

To approve sole source cellular phone agreement with Sprint/Nextel.

Motion unanimously carried.

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**Approve Deletion of Policy 1120 – Board of Education Meetings  
(Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION** By Prescille Yamamoto  
Seconded by Cynthia Reik  
To approve deletion of Policy 1120 – Board of Education meetings  
Motion carried. Nay: Ram Aberasturia, Dorese Roberts

**Approve Deletion of Policy 2120 – Organization Chart(s)  
(Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION** By Prescille Yamamoto  
Seconded by Cynthia Reik  
To approve deletion of Policy 2120 – Organization Chart(s)  
Motion carried. Nay: Ram Aberasturia

**Approve Deletion of Policy 3517.2 – Vandalism/Reward for Vandal Identification  
(Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION** By Prescille Yamamoto  
Seconded by Cynthia Reik  
To approve deletion of Policy 3517.2 – Vandalism/Reward for Vandal Identification  
Motion carried. Nay: Ram Aberasturia

**Approve Deletion of Policy 3541.33 – Special Transportation for Exceptional Children  
(Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION** By Prescille Yamamoto  
Seconded by Cynthia Reik  
To approve deletion of Policy 3541.33 – Special Transportation for Exceptional Children  
Motion carried. Nay: Ram Aberasturia  
Abstain: Dorese Roberts

**To Approve Deletion of Policy 3542.31 – Free or Reduced Price Lunches  
(Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION** By Prescille Yamamoto  
Seconded by Karen Howe  
To approve deletion of Policy 3542.31 – Free or Reduced Price Lunches  
Motion carried. Nay: Ram Aberasturia

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**To Approve Deletion of Policy 4301 – Salary Guides**

**(Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION**

By Prescille Yamamoto

Seconded by Robert Damaschi

To approve deletion of Policy 4141 – Salary Guides

Motion carried. Nay: Ram Aberasturia

**To Approve Deletion of Policy 4321 – Stipended Positions**

**(Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION**

By Prescille Yamamoto

Seconded by Cynthia Reik

To approve deletion of Policy 4143 – Stipended Positions

Motion carried. Nay: Ram Aberasturia

**To Approve Deletion of Policy 6179 – Student Use of Computers, Computer Networks,  
Internet Access, and E-mail System**

**(Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION**

By Prescille Yamamoto

Seconded by Cynthia Reik

To approve deletion of Policy 6141.321 – Student Use of  
Computers, Computer Networks, Internet Access, and  
E-mail System

Motion carried. Nay: Ram Aberasturia

**To Approve Deletion of Policy 6145.8 – Activity Funds Management**

**(Prescille Yamamoto, Chair, Policy & Audit Committee)**

**MOTION**

By Prescille Yamamoto

Seconded by Robert Damaschi

To approve deletion of Policy 6145.8 – Activity Funds  
Management

Motion carried. Nay: Ram Aberasturia

Ms. Yamamoto stated she will discuss with the Superintendent and Mr. Wethje the approval process for polices and regulations, as well as deletions of policies.

Ms. Roberts has concerns that the public has not been informed regarding our policies. Superintendent Martinez stated this can be placed on the website.

Mr. Aberasturia thanked the Policy & Audit Committee for all the work they do.

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**INTERNAL BOARD BUSINESS**

**Representative Reports**

**Early Childhood Programs – Prescille Yamamoto** – Ms. Yamamoto noted at the last Willowbrook School Policy Committee meeting she assisted Ms. Moriarty with working on the Head Start grant. She noted Ms. Moriarty does an outstanding job.

**Dorese Roberts** visited Silver Lane School. The principal is doing an outstanding job. Many positive things are happening at Silver Lane. Ms. Roberts shared with the Board positive comments from the principal regarding staff and children. Ms. Roberts further noted the PTO is growing. They have a new president on board. They have increased parent participation – they are offering free coffee!

**Chairperson Mayranen-O’Brien** noted the following dates:

Synergy Graduation is June 14th

CIBA Graduation is June 15th

**PUBLIC PARTICIPATION** – None

**QUESTIONS/CONCERNS BY BOARD MEMBERS**

**Ram Aberasturia** – re: (1) asked when DRA scores will be available. Dr. Martinez noted that testing has been completed. As soon as it is available, it will be circulated to board members; (2) will a Principal benefit Willowbrook School; (3) re: Family Resource Centers – pay equity – Superintendent stated it certainly is not equitable, but several factors must be considered; (4) ROPES course will take place at EHMS this Friday.

**Robert Damaschi** – re: disposition of books from Langford School to the dump – this must go through the Town’s disposition committee. Superintendent Martinez stated this will be investigated.

**TOPICS FOR FUTURE AGENDAS**

Nurse Practitioner at Silver Lane – would like program that East Catholic currently has to be considered for Silver Lane School.

**MOTION**

By Prescille Yamamoto

Seconded By Ram Aberasturia

To recess to Executive Session 9:50 P.M. to discuss the following:

1. Status of East Hartford High School Principal search;
2. Discussion with possible action regarding leave of absence request for a paraprofessional.

Motion unanimously carried.

Recorded by:  
Donna Fitzgerald

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The Regular Board meeting reconvened at 10:08 P.M.

**MOTION** By Cynthia Reik  
Seconded By Prescille Yamamoto  
To approve a leave of absence request for Charlotte Jorgensen a  
paraprofessional at Silver Lane Elementary School.  
Motion carried Nay: Robert Damaschi  
Absent: Hank Pawlowski and Marcus Oladell

**MOTION** By Prescille Yamamoto  
Seconded By Ram Aberasturia  
To adjourn the Regular Board meeting at 10:09 P.M.  
Motion carried

Recorded by:  
Christopher Wethje