

**REGULAR MEETING  
EAST HARTFORD BOARD OF EDUCATION**

**TUESDAY,  
JANUARY 22, 2008**

A Regular Meeting of the East Hartford Board of Education was held on Tuesday, January 22, 2008 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 Mary Alice Dwyer Hughes.

**PRESENT** Chairperson Mary Alice Dwyer Hughes, Secretary Ram Aberasturia, Hilde Mayranen-O'Brien, Robert Damaschi, Anita Morrison, Karen Howe, Marcus Oladell, IV, Hank Pawlowski, Jr.

**ALSO PRESENT** Dr. Marion H. Martinez, Superintendent of Schools  
Chris Wethje, Director of Human Resources  
Jody Lefkowitz, Director of Pupil Personnel  
Paul Mainuli, Director of Business Services  
Al Costa, Director of Facilities  
Kelly Rivera, Student Representative

**ABSENT** Dorese Roberts,

**Amendments to Agenda:** None

**APPROVAL OF MINUTES**

**MOTION** By Robert Damaschi  
Seconded by Anita Morrison  
To approve the following Minutes:  
**Special Meeting, January 2, 2008 ( 5:20 P.M.)**  
Motion unanimously carried.

**MOTION** By Robert Damaschi  
Seconded by Ram Aberasturia  
To approve the following Minutes:  
**Special Meeting, January 2, 2008 (6:25 P.M.),**  
as corrected: Page 2, No. 7: should state **How** many students...  
Motion unanimously carried.

**MOTION** By Marcus Oladell,IV  
Seconded by Hank Pawlowski, Jr.  
To approve the following Minutes:  
**Special Meeting, January 3, 2008**  
Motion carried. Abstain: Robert Damaschi

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**MOTION** By Robert Damaschi  
Seconded by Marcus Oladell, IV  
To approve the following Minutes:  
**Regular Meeting, January 7, 2008**  
Motion unanimously carried.

**MOTION** By Marcus Oladell, IV  
Seconded by Robert Damaschi  
To approve the following Minutes:  
**Special Meeting, January 9, 2008**  
Motion unanimously carried.

**MOTION** By Ram Aberasturia  
Seconded by Marcus Oladell, IV  
To approve the following Minutes:  
**Special Meeting, January 10, 2008**  
Motion unanimously carried.

**WRITTEN COMMUNICATIONS TO THE BOARD**

- Comment: Ms. Mayranen-O'Brien mentioned she would like to schedule a meeting of the Bylaws Subcommittee so the Foundation Committee can schedule its second meeting.

**STUDENT REPRESENTATIVES REPORT**

**Kelly Rivera**

- Mid-term exams are taking place this week;
- "New Staff" luncheon will be held Thursday, January 24<sup>th</sup>;
- Winter Formal is Saturday, January 26<sup>th</sup>;
- Jazzapella – February 2<sup>nd</sup> – tickets are now on sale.

**PUBLIC PARTICIPATION**

1. Jason Rojas, Town Council Member – re: (a) attended a meeting regarding a resource guide for students planning on going to college. Students can look at the Web "knowhow2goct.org". Town Council is contemplating what approach to take – is this the proper direction – it is being referred to the Personnel & Pension Sub Committee. Dr. Martinez asked when the meeting is scheduled. Mr. Rojas will contact the Superintendent with dates of meetings. The Board and Superintendent have been invited to attend; (b) re: Youth Task Force Coordinator– we are looking for one Task Force Coordinator and two outreach workers. The Town will pay \$28,000 and the Board will pay \$28,000. Benefits are included in the positions, but not reflected in the amount noted.

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**INFORMATIONAL REPORTS**

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

Mr. Wethje noted we have hired a business education teacher (due to a retirement), a bilingual teacher for Mayberry/O'Brien (due to a transfer), two tutors, and a custodian. Mr. Wethje noted we have hired Michael Moan, former security officer, as the Security Director. Both Mr. Wethje and Board members were pleased with the appointment. Chairperson Mary Alice Dwyer Hughes was pleased the position was filled from within the district.

**Second Quarter Financial Analysis**

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

Mr. Mainuli noted we are in good shape financially. Some accounts will require transfers:

- Certified Sub account – we are over \$71,000;
- Legal Services – need to transfer \$100,000 – we have \$34,000 remaining;
- Because of the Open Choice Program – we are up \$50,000 to date – this amount could go higher;
- Pupil Services – we have a \$900,000 shortfall; revenues will probably come in at \$1.3 million. Mr. Mainuli projects Out of State students expenses to total \$2.5 million. We have given this information to the Town's finance director;
- Utilities – we may have savings in the oil account; for electricity, we may expect \$125,000 in credits due to the no load program;
- Equipment Replacement – we have a \$100,000 shortfall due to the asbestos/clay situation.
- We will be recommending that we transfer funds for staff retirement account to have it ready to go.

Chairperson Mary Alice Dwyer Hughes asked when will we begin to close out accounts. Mr. Mainuli responded the end of February.

Mr. Pawlowski asked for further information on how residency issues are determined. The Superintendent stated that topic can be placed on the next agenda for information..

Mr. Costa noted we will be giving an update on the Johnson Controls savings program.

Chairperson Mary Alice Dwyer Hughes asked if we have considered having energy audits. Mr. Mainuli replied we have already done this with an outside audit firm.

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**First Student, Inc. – Fleet Maintenance Program  
(Paul Mainuli, Director of Business Services)  
(Joseph Petrozak, District Manager, First Student)  
(Jim Palmer, First Student)**

A presentation was given on fleet maintenance performance. This issue surfaced due to an electrical short in a heater switch. It was noted that maintenance is checked continuously. We have an advanced technology in place to ensure that maintenance is, in fact, being performed by drivers.

Mr. Aberasturia questioned why busses have been late in the past. Mr. Petrozak responded they had lost six drivers, and it takes approximately three weeks to train new drivers.

**COMMITTEE REPORTS**

**Chairperson/Superintendent's Reports**

**Superintendent Martinez:**

- Dr. Martinez stated due to the late opening on Friday, the Martin Luther King ceremony was postponed. It will be held this Friday at Goodwin School;
- We will be having a second meeting of the Foundation. Two subcommittees were working; one on the bylaws and the other on a mission statement.
- Relative to the "Know How 2 Go" website – Dr. Martinez attended a meeting this afternoon with representatives from Project Opening Doors. Good news is on the way.

**Chairperson Mary Alice Dwyer Hughes**

The Legislative Session has begun. The Regular Session begins on February 8<sup>th</sup>. The Governor is planning on cutting existing budgets from last year. We hope East Hartford will be able to keep its amount of \$1.7 million. As a Board, we should send a letter to the legislative delegates stating we hope to still receive our \$1.7 million.

**Special Committee Reports**

**Policy & Audit – Hank Pawlowski, Jr.** – meeting is scheduled for February 20<sup>th</sup>. We are planning to hold meetings on the third Wednesday of each month;

**Curriculum – Hilde Mayranen-O'Brien** – meeting is scheduled for February 4<sup>th</sup>, 5:30 P.M.

**Facilities – Hank Pawlowski, Jr.** – meeting was held last week with the Public Building Commission. No meeting is scheduled at this time.

**Finance & Audit – Ram Aberasturia** - meeting was held on January 10<sup>th</sup>. We discussed ways to be more cost effective.

**Future Planning – Karen Howe** – Met last week and are in the process of addressing the dress code issue. We will be setting up forums in conjunction with PTO's. Dr. Martinez is gathering information from the school principals for specific dates.

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**PERSONNEL**

**MOTION**

By Hilde Mayranen-O'Brien

Seconded by Anita Morrison

To approve four **Retirements**:

1. Phyllis Leeman, Teach Ed Teacher, effective 6/30/08
2. Enrico Santoro, Elem. Teacher, effective 6/30/08
3. Joan Moulton, Elem. Teacher, effective 9/30/08
4. Louis C. Fitzsimons, Guidance Counselor, effective 6/30/08.

Motion unanimously carried.

**MOTION**

By Robert Damaschi

Seconded by Marcus Oladell, IV

To approve three **Resignations**:

1. David Viera, Jr., Security, effective 1/17/08
2. Idelisa Y. Torres, Bilingual Tutor, effective 1/31/08
3. Mario Colagiovanni, Tech Specialist, effective 1/17/08.

Motion unanimously carried.-

**OLD AND UNFINISHED BUSINESS** – None

**NEW BUSINESS**

**To Approve Request for Overnight Travel to Wesleyan University  
(Paul Apostalon, East Hartford High School)**

**MOTION**

By Ram Aberasturia

Seconded by Hank Pawlowski, Jr.

To approve request for overnight travel to Wesleyan

University March 28-29, 2008, for members of the Student Council to participate in the Student Council State Leadership Convention

Motion unanimously carried.

**To Approve Language Arts Textbook for Stevens School  
(Marcia Huddy, Supervisor, Secondary Education)**

**MOTION**

By Hilde Mayranen-O'Brien

Seconded by Ram Aberasturia

To approve Language Arts textbook for Stevens School

Motion unanimously carried.

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**To Approve Substitute Related Services Contracts  
(Jody Lefkowitz, Director of Pupil Personnel)**

**MOTION** By Hilde Mayranen-O'Brien  
Seconded by Hank Pawlowski, Jr.  
To approve substitute related services contracts for  
substitute related services on an as needed basis, based  
on pricing and availability.  
Motion unanimously carried.

Mr. Damaschi would like to know exactly what the substitutes are doing. Ms. Lefkowitz stated she will have a sheet for monitoring purposes at each school. Also, Ms. Lefkowitz noted each of the three companies have hourly rates in place.

**To Approve Appropriation Transfers FY 2007-08  
(Paul Mainuli, Director of Business Services)**

**MOTION** By Hank Pawlowski, Jr.  
Seconded by Ram Aberasturia  
To approve appropriation transfers FY 2007-08 as  
presented to the Board on January 22, 2008.  
Motion unanimously carried.

**To Approve State Building Project #043-0232  
Energy Conservation EHHS Window Replacement Project  
(Al Costa, Director of Facilities)**

**MOTION** By Hank Pawlowski, Jr.  
Seconded by Anita Morrison  
To approve Final Plans for State Building Project #043-0232  
Energy Conservation EHHS Window Replacement  
Project and to authorize the Board Chairperson and Superintendent  
to sign the State EDO42 form for the purpose of compliance to  
the State Grant process.  
Motion unanimously carried.

Mr. Costa noted he will be back to the Board in early March for the construction bid approval. He noted there is a construction fund balance of \$373,100.

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**To Table for First Read Policy 4140.2/4240.2  
Compensation and Related Benefits for Non-Bargaining Unit Employees  
(excluding Superintendent, Assistant Superintendent, Certified Public Accountant,  
Administrative Assistant to the Superintendent, Human Resources Manager and  
Directors)**

**(Hank Pawlowski, Jr., Chair, Policy & Audit Committee)**

**MOTION**

By Ram Aberasturia

Seconded by Hank Pawlowski, Jr.

To **remove from agenda and refer to Policy & Audit**

**Committee** Policy 4140.2/4240.2 Compensation

and related benefits for non-bargaining unit employees

(excluding Superintendent, Assistant Superintendent,

Certified Public Accountant, Administrative Assistant to

the Superintendent, Human Resources Manager and Directors.

Motion carried. Nay: Hilde Mayranen-O'Brien

(Ms. Mayranen-O'Brien left the meeting at 8:43 P.M.)

**REPRESENTATIVE REPORTS**

**East Hartford/Glastonbury Magnet School Building Committee – Hank Pawlowski, Jr.**

– will be meeting January 23<sup>rd</sup>, 6:30 P.M.

**Child Plan – Anita Morrison** – attended a breakfast meeting and was very impressed with the program.

**Ram Aberasturia**- visited EHHS four times since last meeting.

**Early Childhood Programs – Karen Howe** – attended the Willowbrook “Real Dads” fatherhood program. It is a fantastic program aimed at getting dads involved with their children. We are very fortunate to have this program offered at Willowbrook School.

**Karen Howe and Hank Pawlowski, Jr.** attended a CREC meeting. Karen received a plaque.

**PUBLIC PARTICIPATION** - None

**QUESTIONS/CONCERNS BY BOARD MEMBERS and  
TOPICS FOR FUTURE AGENDAS**

**Ram Aberasturia – re:** (1) received a call from an ex-Board member regarding Board pictures hanging in schools need to be updated. Dr. Martinez stated she will instruct principals to remove what is there presently. She asked that Board members contact Cheryl Looke to make an appointment to have individual pictures taken; (2) when will Cambridge reports come out – Dr Martinez stated she has not received anything as yet; (3) requests an Executive Session to discuss recent action that was taken.

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**Anita Morrison** – re: (1) dress code – she is hoping to recruit all Board members to go into the schools and ask for feedback regarding the dress code. Dr. Martinez stated she has sent an e-mail to all principals asking them to talk to PTO presidents and asking them to place the dress code on their agendas. A list is being developed as to dates for the various PTO meetings where the dress code will be discussed; (2) attended the recent basketball game – we have a great team; (3) re: EHHS nurse intern or medical technician status -- Ms.

Lefkowitz noted we can take a look at having nursing students shadowing our nurses.

**Ram Aberasturia** – thanked the teacher that attended the Future Planning Committee. He urged teachers that live in town to give the Board feedback.

**Karen Howe** – re: (1) dress code - really important that Dr. Martinez is getting dates for PTO meetings – it is also important that we have an agenda and questions ready. We need to be open; (2) – re: Task Force – really concerned. Does not want to see this project get lost. Chairperson Mary Alice Dwyer Hughes will contact Angela at the Town Hall to get a date of when the Pension Sub-Committee will be meetings. Mr. Damaschi asked what is the Youth Services doing. Dr. Martinez stated we should have a comprehensive approach from the Police, community, Youth Services, etc.

**Marcus Oladell, IV** – re: dress code – need to have a plan for enforcing a dress code. Would like data regarding how successful it will be if we have a dress code.

**Chairperson Mary Alice Dwyer Hughes** – re: (1) went to Sunset Ridge – they do not have an after school program - she thinks it may be due to no bussing; Mr. Mainuli stated it is being proposed to provide a bus for next year; however, have they really taken advantage of applying for a grant. Dr. Martinez stated she will speak with Dr. Fusco tomorrow. The teachers at Sunset Ridge are requesting that a grant writer workshop be held.

**Robert Damaschi** – re: (1) how many late busses do we have and what is it costing the district; (2) to the Superintendent: re: booty dancing – asks that the Superintendent take a survey to see if this occurring in our schools.

**MOTION**

By Hank Pawlowski, Jr.

Seconded by Anita Morrison

To adjourn the Regular Meeting of the Board (9:00 P.M.) .

Motion unanimously carried.

Recorded by: Donna Fitzgerald