

**SPECIAL MEETING  
EAST HARTFORD BOARD OF EDUCATION**

**TUESDAY,  
SEPTEMBER 4, 2007**

A Special Meeting of the East Hartford Board of Education was held on Tuesday, September 4, 2007 at the Connecticut International Baccalaureate Academy, 857 Forbes Street, East Hartford, CT. The meeting was called to order at 6:03 P.M. by Chairperson Hilde Mayranen-O'Brien.

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

**ALSO PRESENT** Dr. Marion H. Martinez, Superintendent of Schools  
Christopher Wethje, Director of Human Resources  
Attorney David Monastersky

**ABSENT** Hank Pawlowski, Jr.

**MOTION** By Prescille Yamamoto  
Seconded by Marcus Oladell  
To adjourn to Executive Session to discuss attorney/client privilege communication regarding pending claims and litigation and negotiations with non-bargaining unit administrators.  
Motion unanimously carried.

Recorded by:  
Christopher Wethje

The Special Board meeting reconvened at 7:01 P.M.

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

**ALSO PRESENT** Dr. Marion H. Martinez, Superintendent of Schools  
Debbie Kaprove, Assistant Superintendent of Schools  
Christopher Wethje, Director of Human Resources  
Jody Lefkowitz, Director of Pupil Personnel  
Al Costa, Director of Facilities  
Kelly Rivera, Student Representative  
Arianna Larson, Student Representative

**RECOGNITION OF MARY FILLATTI, EAST HARTFORD PUBLIC SCHOOL  
CROSSING GUARD FOR 41 YEARS**

Chairperson Mayranen-O'Brien noted Ms. Fillatti could not be here this evening. She is an incredible woman and very important to our town. Chairperson Mayranen-O'Brien read a plaque that will be given to Ms. Fillatti for her many years of serving East Hartford Public Schools as well as the town as a whole.

**APPROVAL OF MINUTES**

**MOTION**

By Prescille Yamamoto  
Seconded by Robert Damaschi  
To approve the following Minutes:  
Regular Meeting, August 6, 2007, as corrected:  
**Page 1** – re: comments by Mr. Aberasturia: ...how many students were **involved** in after school programs, prior to their expulsion;...  
**Page 4** – Line 1 – typo before “Considerable”;  
**Page 5** – Comments under Last Motion – re-write first sentence:  
**Mr. Damaschi asked what the consequences will be if**  
students...  
**Page 6** – Re: Policy 7115: To remove from table and approve  
Policy **7115** – Developing Educational Specifications  
Motion unanimously carried.

**MOTION**

By Robert Damaschi  
Seconded by Prescille Yamamoto  
To approve the following Minutes:  
Special Meeting, August 14, 2007  
Motion carried. Nay: Dorese Roberts

**MOTION**

By Robert Damaschi  
Seconded by Prescille Yamamoto  
To approve the following Minutes:  
Special Meeting, August 21, 2007, as corrected:  
Page 1: Second Motion: (1) Seconded by **Dorese Roberts**  
(2) The Board **moved** to uphold...  
Motion carried. Nay: Ram Aberasturia

**WRITTEN COMMUNICATIONS TO THE BOARD**

- Letter received from Megson & Heagle, Civil Engineers & Land Surveyors, regarding a proposed Burnham Meadows subdivision at 347A King Street/Brook Street, East Hartford, requesting that the Board respond by acknowledging receipt of letter;

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- Pamphlet from Connecticut Consortium of Education Foundations listing various workshops available. If interested in further information, please call Chairperson Mayranen-O'Brien;
- Notification of programs for Asylum Hill Congregational Church offering children's programs as well as a program re: Sheff vs. O'Neill on Saturday, September 15<sup>th</sup> (September 16<sup>th</sup> is free admission) – for further information call Mary Way, 278-0785.;
- Pamphlet from CT Conference of Municipalities workshops to be held Wednesday October 24<sup>th</sup>, 8-5:00 P.M. at the Connecticut Convention Center, offering leadership seminars. Call Chairperson Mayranen-O'Brien, if interested;
- Pamphlet from NSBA – 68<sup>th</sup> Annual Conference, Orlando, FL, March 29-April 1, 2008. Call Chairperson Mayranen-O'Brien, if interested.

**STUDENT REPRESENTATIVE REPORTS**

**Kelly Rivera and Arianna Larson**

- School year is off to a good start. It appears many students are following the dress code;
- First Student Council meeting is Wednesday, September 19<sup>th</sup>, after school;
- September 20<sup>th</sup> – Back to School Night;
- September 21<sup>st</sup> – Back to School Dance.

At this time, both Chairperson Mayranen-O'Brien and Mr. Aberasturia thanked the two students in the audience for their attendance this evening.

Ms. Yamamoto noted she believes Ms. Larson has not had a formal swearing in ceremony. Dr. Martinez will place this on the next Board agenda.

**PUBLIC PARTICIPATION**

1. Adam Talbot, student, CIBA – re: opening of school: looking forward to a very successful year; re: dress code, everyone understands the dress code – students are looking forward to working with the Board, should a new dress code be proposed.

**INFORMATIONAL REPORTS**

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

Mr. Wethje noted we have been very successful in filling our positions. Mr. Aberasturia suggested a new format to account for new hires and to include those that have transferred and reasons why. The suggested format was distributed to Board members.

**Overview of CMT Results**

**(Debbie Kaprove, Assistant Superintendent)**

**(Lesley Morgan-Thompson, Supervisor, Elementary Instruction)**

**(Marcia Huddy, Supervisor, Secondary Instruction)**

A Power Point presentation was given showing results of the Connecticut Mastery Test for 2006-07, grades 3-5 and 6-8. Ms. Morgan Thompson noted we look for a trend. We presently have a forward movement which reflects the effectiveness of our initiatives. It was also noted that transitions may have an impact on students into the higher grades. We look at individual students. Mr. Aberasturia stated we should set goals. Ms. Kaprove stated we do set goals. Mr. Aberasturia would like to see those schools that are doing well to share their strategies with other schools. Ms. Kaprove stated that is done on a very regular basis.

Regarding results by Ethnicity, it was noted Blacks and Hispanics are above the State average in many areas. Ms. Kaprove noted we had a very effective and popular math CMT camp at the middle school. We are looking for a math invention for Grade 6.

Ms. Huddy noted we are exploring computer-based instruction for ELL students. We are hoping to hire additional teacher support for ELL students.

Regarding professional plans for 2007-08, the following areas will be focused upon:

- Professional Development
- Teacher Strategies
- After School Programs
- Science Curriculum role
- Coaching models for IRT positions
- Classroom walk-through teams for instructional planning

Ms. Yamamoto asked that the CMT Matched Cohorts charts be made available to her.

**Summer Curriculum Work**

**(Debbie Kaprove, Assistant Superintendent)**

**(Lesley Morgan-Thompson, Supervisor, Elementary Instruction)**

**(Marcia Huddy, Supervisor, Secondary Instruction)**

Ms. Huddy noted during the summer many elementary teachers worked on the social studies curriculum. Curriculum guides have been developed for K-3.

Ms. Kaprove noted the **science department** completed the revision of curriculum for the high school; the **mathematics department** revised pacing guides and curriculum-based assessments at the middle and high school level. There is an increased interest by students in taking higher level math courses. **Elementary math** focused on the new text series. Implementation will continue in the fall when grades 3-5 are introduced to the new texts.

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The **social studies department** completed a draft of the curriculum which will be reviewed. Teachers were to give their feedback at professional development for possible placement into the draft.

**New Teacher and Teacher Orientation**

**(Debbie Kaprove, Assistant Superintendent)**

**(Lesley Morgan-Thompson, Supervisor, Elementary Instruction)**

**(Marcia Huddy, Supervisor, Secondary Instruction)**

Ms. Kaprove stated professional development plans were developed by Marcia Huddy and Lesley Morgan-Thompson for the New Teacher Orientation. The orientation schedule was well defined and worked very smoothly. An overview of the district initiatives, curriculum and assessments were given to teachers. On-going initiatives, such as Making Standards Work and Effective Teaching Strategies will continue to be implemented.

**Update on ACT (American College Testing) Scores**

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

This item has been deferred to a later date.

**Report on Teacher Retention**

**(Chris Wethje, Director, Human Resources)**

Mr. Wethje presented a chart showing reasons for departure, number of teachers and percentiles. Ms. Yamamoto asked Mr. Wethje to re-work the chart by taking out retirements. Mr. Damaschi asked Mr. Wethje to contact other districts regarding their retention rates. Ms. Roberts stated we need stability in schools right now. We should look more closely at those being hired.

**Report on Kelly Services**

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

**(Chris Wethje, Director, Human Resources)**

Ms. Eileen Candels, Manager, Kelly Services was present and stated they have a 99.5% satisfaction rate from feedback received and an 88% fill rate. She noted they have customized their invoicing so that administrators can look at patterns of absenteeism.

Ms. Candels also noted May was a very busy month. She further commented that plans for the coming year include a newsletter and workshops. Mr. Pawlowski asked if the paras were satisfied. Also, do substitutes feel we have addressed their needs.

Mr. Wethje noted many teachers have placed their lesson plans on the Kelly Services website. Mr. Mainuli noted we have allocated \$745,000 in the budget this year for Kelly Services. Last year we spent \$300,000.

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**Report on Youth Task Force Coordinator  
(Cephus Nolen, Youth Services Coordinator)**

**(Chief Mark Sirois, East Harford Police Department)  
(Dr. Marion H. Martinez, Superintendent)**

Mr. Cephus Nolen and Chief Sirois presented an overview to the Board regarding reducing youth violence. Mr. Nolen is proposing to hire a Youth Outreach Worker who would assess at-risk youth and families and provide assistance. Mr. Nolen stated there is a grant available that may fit with this project that is due on September 17<sup>th</sup>. Chief Sirois stated they have grant dollars that the Police Department will commit.

A Steering Committee is currently in place consisting of Mayor Currey, Superintendent Marion Martinez, Board of Education Chair Hilde Mayranen-O'Brien, Chief Sirois, Cephus Nolen and Joe Sikora.

Mr. Aberasturia thanked everyone involved in this effort. Mr. Oladell asked how the dollars will go directly to youth. It was noted that intervention services would be provided.

**Report on Inter-district Magnet School Parent Choice Legislation  
(Paul Mainuli, Director, Business Services)**

Mr. Mainuli reported currently there are 12 students enrolled in the Parent Choice Inter-district Magnet School at this time. \$27,310 is needed to cover these students.

Dr. Martinez stated we may have more students attending as time goes on; we must pay for these students. She further stated we do not know if and when there is a cut-off date for enrollment.

**COMMITTEE REPORTS**

**Chairperson/Superintendent's Reports**

**Chairperson Mayranen-O'Brien** stated congratulations are in order for a good start.

**Dr. Martinez** noted:

- There was a very smooth opening – many happy, smiling faces. We will know of the PTR (pupil/teacher ratio) in classrooms on the 10<sup>th</sup> day;
- Children are still registering for schools; we have safeguards in place that only East Hartford residents can enroll;
- Dr. Martinez would like to refer to 3541.44 – Use of Privately Owned Vehicles on School Business. She has talked with our attorney and contacted Cindy Bennett, Risk Manager for the Town. A special license or certification would be needed for using privately owned vehicles. Dr. Martinez suggested that parents could sign off permission to transport a child; however, this would not absolve the district from liability;

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- Regarding Willowbrook School parking lot – it was recommended that we have a security guard present to direct traffic. The Facilities Committee wants to review this again in October;
- The CAPT results have been released. We are still in the process of reviewing results;
- Dr. Martinez invited anyone watching the Board meeting on TV stop by the Superintendent's Office and pick up a packet outlining our CMT scores and progress.

**Special Committee Reports**

**Policy & Audit – Prescille Yamamoto, Chair** – meeting scheduled for September 11th, 5:00 P.M.; the dress code will be discussed;

**Curriculum - Cynthia Reik, Chair** – meeting scheduled for September 19<sup>th</sup>, 5:00 P.M.;

**Facilities – Hank Pawlowski, Jr., Chair** - meeting scheduled for September 12<sup>th</sup>, 6:30 P.M.

**.Finance & Audit – Robert Damaschi , Chair** – meeting scheduled for September 5<sup>th</sup>, 5:00 P.M.

**Future Planning – Karen Howe** – meeting scheduled for September 24<sup>th</sup>, 5:30 P.M.

**PERSONNEL**

**MOTION**

By Prescille Yamamoto

Seconded by Karen Howe

To approve Seventeen (17) Resignations:

1. Gagliardi, Giovanni, Behavior Manager, effective 6/19/07;
2. Desi D. Nesmith, Teacher, effective 8/6/07;
3. Peckham, Amy, Desktop Technician, effective 8/14/07;
4. Alexy, Lisa, Teacher, effective 8/1/07;
5. Kickery, Amy, Teacher, effective 8/10/07;
6. Eshoo, Jessica, Teacher, effective 8/5/07;
7. Benard, Katherine, Teacher, effective 8/24/07;
8. O'Connell, Brianne, Teacher, effective 8/5/07;
9. Garcia, Rosario, Behavior Manager, effective 7/31/07;
10. Sanabria, Lydia , Parent Educator, effective 8/13/07;
11. Duckworth, Taylor, Tutor, effective 8/13/07;
12. O'Rourke, Eileen, Teacher, effective 8/17/07;
13. Bengtson, Laura, Tutor, effective 8/20/07;
14. Comarotti, Kendra, Tutor, effective 8/21/07;
15. Mulcahy, Erin, Para, effective 8/18/07;
16. Cipriano, Meribeth, Nurse, effective 8/27/07;
17. Bushley, Nicole, Tutor, effective 8/28/07

Motion unanimously carried.

**OLD AND UNFINISHED BUSINESS**

**Remove from Table and Approve Policy 3451 – Petty Cash Funds**

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

**MOTION** By Prescille Yamamoto  
Seconded by Cynthia Reik  
To remove from table and approve Policy 3451 – Petty Cash Funds  
Motion carried. Nay: Robert Damaschi, Hank Pawlowski, Jr.,  
Ram Aberasturia

**Remove from Table and Approve Policy 5113 – Attendance and Excuses**

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

**MOTION** By Prescille Yamamoto  
Seconded by Cynthia Reik  
To remove from table and approve Policy 5113 – Attendance and  
Excuses  
Motion unanimously carried.

**Remove from Table and Approve Policy 6154 – Homework**

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

**MOTION** By Prescille Yamamoto  
Seconded by Cynthia Reik  
To remove from table and approve Policy 6154 – Homework  
Motion carried. Nay: Ram Aberasturia, Dorese Roberts

Mr. Aberasturia asked why we need to have this policy. Superintendent Martinez stated it is important to convey this information to parents.

**Remove from Table and Approve Policy 6172.4 – Title 1 Parent Involvement**

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

**MOTION** By Prescille Yamamoto  
Seconded by Cynthia Reik  
To remove from table and approve Policy 6172.4 – Title 1 Parent  
Involvement  
Motion unanimously carried.

**Remove from Table and Approve Policy 7221 – Construction of Physical  
Facilities/Selection of Site**

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

**MOTION** By Prescille Yamamoto  
Seconded by Reik  
To remove from table and approve Policy 7221 –  
Construction of Physical Facilities/Selection of Site  
Motion unanimously carried.



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**NEW BUSINESS**

**Approve Goodwin College use of EHMS Parking Lot**

**(Al Costa, Director of Facilities)**

**MOTION** By Ram Aberasturia  
Seconded by Hank Pawlowski, Jr.  
To approve Goodwin College use of EHMS Parking Lot  
Motion carried. Nay: Prescille Yamamoto, Karen Howe,  
Cynthia Reik

**Approve Contract for River Street Autism Consulting Services**

**(Jody Lefkowitz, Director of Pupil Personnel)**

**MOTION** By Prescille Yamamoto  
Seconded by Hank Pawlowski, Jr.  
To approve contract for River Street Autism Consulting Services  
Motion carried. Nay: Ram Aberasturia

**Approve CREC Contract – Division of Technical Assistance & Brokering Services**

**(Jody Lefkowitz, Director of Pupil Personnel)**

**MOTION** By Prescille Yamamoto  
Seconded by Hank Pawlowski, Jr.  
To approve CREC contract – Division of Technical Assistance  
& Brokering Services  
Motion carried. Nay: Ram Aberasturia

**Approve Memorandum of Agreement – Security at Willowbrook**

**(Chris Wethje, Director, Human Resources)**

**MOTION** By Prescille Yamamoto  
Seconded by Cynthia Reik  
To approve Memorandum of Agreement – Security at  
Willowbrook  
Motion unanimously carried.

Dr. Martinez thanked the Union for their support in this endeavor.

**To Table for First Read Policy 1330 – Use of School Facilities**

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

**MOTION** By Prescille Yamamoto  
Seconded by Hank Pawlowski, Jr.  
To table for first read Policy 1330 – Use of School Facilities  
Motion unanimously carried.

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**To Table for First Read Policy 1411 – Relationship with Law Enforcement Agencies  
(Prescille Yamamoto, Chair, Policy & Audit)**

**MOTION** By Karen Howe  
Seconded by Ram Aberasturia  
To table for first read Policy 1411 – Relationship with Law  
Enforcement Agencies  
Motion unanimously carried.

Ms. Yamamoto thanked Mr. Sikora for his input and ongoing support.

**To Table for First Read Policy 1700 – Otherwise Lawful Possession of Firearms on  
School Property**

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

**MOTION** By Prescille Yamamoto  
Seconded by Marcus Oladell, IV  
To table for first read Policy 1700 – Otherwise Lawful Possession  
of Firearms on School Property  
Motion unanimously carried.

**To Table for First Read Policy 2131 – Superintendent of Schools**

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

**MOTION** By Prescille Yamamoto  
Seconded by Marcus Oladell, IV  
To table for first read Policy 2131 – Superintendent of Schools  
Motion unanimously carried.

**To Table for First Read Policy 3323 – Soliciting Prices**

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

**MOTION** By Robert Damaschi  
Seconded by Ram Aberasturia  
To **table** Policy 3323 – Soliciting Prices  
Motion unanimously carried.

**To Table for First Read Policy 3541.44 – Privately Owned Vehicles**

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

**MOTION** By Hank Pawlowski, Jr.  
Seconded by Ram Aberasturia  
To **table** 3541.44 – Privately Owned Vehicles  
Motion unanimously carried.

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**To Table for First Read Policy 5131.1 – Bus Conduct**

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

**MOTION** By Prescille Yamamoto  
Seconded by Ram Aberasturia  
To table for first read Policy 5131.1 – Bus Conduct  
Motion unanimously carried.

Ms. Yamamoto noted there is a typo in the contract on Page 1, No.2 – first sentence.

**To Table for First Read Policy 5131.111 – Conduct – Video Surveillance**

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

**MOTION** By Prescille Yamamoto  
Seconded by Hank Pawlowski, Jr.  
To table for first read Policy 5131.111 – Conduct – Video  
Surveillance  
Motion unanimously carried.

**To Table for First Read Policy 7110 – Long Range Planning**

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

**MOTION** By Prescille Yamamoto  
Seconded by Ram Aberasturia  
To table for first read Policy 7110 – Long Range Planning  
Motion unanimously carried.

**To Table for First Read Bylaw 9240 – Professional Development/In-Service**

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

**MOTION** By Prescille Yamamoto  
Seconded by Cynthia Reik  
To table for first read Bylaw 9240 – Professional Development/  
In-Service  
Motion carried. Nay: Robert Damaschi, Hank Pawlowski, Jr.,  
Ram Aberasturia

**To Table for First Read Bylaw 9271 – Code of Ethics**

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

**MOTION** By Prescille Yamamoto  
Seconded by Cynthia Reik  
To table for first read Bylaw 9271 – Code of Ethics  
Motion carried. Nay: Robert Damaschi, Hank Pawlowski, Jr.,  
Ram Aberasturia

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**REPRESENTATIVE REPORTS**

**Hank Pawlowski, Jr., Chair, and East Hartford/Glastonbury Magnet School**

**Building Committee** – We are looking at new sites - one of which we will save a lot of money; A meeting is scheduled for September 10<sup>th</sup> – Bob Damaschi will chair the meeting.

**Ram Aberasturia** – visited Norris Open House and talked with parents and students. They were enthusiastic with the upcoming school year. He also visited EHHS staff and students were preparing for a very successful school year.

**Dorese Roberts** – visited O’Connell School – met our interpreter, Shayza Villafane; the PTO is now a PTA; visited Silver Lane Open House - asked if parents were in favor of uniforms – 8 parents were in favor of uniforms, 3 were not;

**Robert Damaschi** – re: dress code rules and regulations – he noted he visited EHHS on August 30, 31 and on September 4<sup>th</sup> – nothing has changed with the dress code – administrators do not know their job. Dr. Martinez stated she will review the dress code again with principals and request enforcement. She suggested that Matt Ryan come to the next Board meeting.

**Hank Pawlowski, Jr.** – if we are going to have a dress code for next year, we should begin planning in October.

**Prescille Yamamoto** – Willowbrook Policy Committee will be meeting September 13<sup>th</sup>, 9:30.

**Superintendent Martinez** – Dr. Martinez asked that we be patient regarding the I.D.’s not being worn by all students – the machine is broken and will be fixed promptly. This item will be placed on our next agenda; - Also, she has visited Willowbrook School regarding the parking situation.

**Marcus Oladell, IV** – attended the Hockanum orientation for Kindergarten children;

**PUBLIC PARTICIPATION**

1. Ginny Lynch – re: CREC comments – CREC provides the most valuable service to teachers and staff;

**QUESTIONS/CONCERNS BY BOARD MEMBERS**

**Cynthia Reik** – re: would like to hear a final evaluation of the Small Learning Communities. Dr. Martinez stated a presentation would be made.

**Ram Aberasturia** – re: (1)thanks to Matt Ryan for addressing a recent concern; (2) would like a copy of out of district placement for students for special needs for 2005-06 and 2006-07; (3) disappointed with our hiring practices – should make it known to the Board if a Board member or someone in that family knows a potential hiree.

**Prescille Yamamoto** – re: would like an update on the grant writer situation – has it been resolved.

**TOPICS FOR FUTURE AGENDAS**

- Update on Suspension Policy and New Law
- Update on I.D. badges – status of broken machine

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**MOTION**

By Prescille Yamamoto  
Seconded by Marcus Oladell, IV  
To adjourn the Special Meeting of the Board (11:05 P.M.)  
Motion unanimously carried.

Recorded by:  
Donna Fitzgerald