

Business Meeting  
Bolton Board of Education  
August 23, 2012  
**Approved**

The Bolton Board of Education held its regularly scheduled business meeting on August 23, 2012. Karen Bergin called the meeting to order at 6:30 PM with the following board members in attendance: Matthew Giuffre, John Hambrook, Rich Hayes and Trace Maulucci. Joe Muro and Ron Rousseau were absent. Interim Superintendent Joseph L. Wood was also in attendance.

- A. Call to Order: Karen Bergin called the meeting order at 6:30 PM.
- B. Comments from Audience: none
- C. Additions to agenda – There were no additions but at this point, Karen Bergin welcomed Interim Superintendent Joseph L. Wood to his first Bolton BOE Business meeting.
- D. Routine Business Items
  - 1. Communications to Board Members: Rich Hayes received a letter from PTA President Kate Galle expressing concerns on PTA/BOE relationship and past and present hiring/search committee's representation. After discussion it was decided that the PTA Committee Members from the BOE would follow-up and report back at the next meeting. Rich had also received two phone calls from parents willing to participate on a hiring/search committee and at this point, no decision had been made on the make-up of any such committee.  
Karen Bergin received a letter from a parent regarding graduation requirements and the letter was referred to Dr. Wood. A thank you note was also received from Town Administrator Joyce Stille expressing appreciation for the flowers sent upon her mother's passing.
  - 2. Approval of Minutes – July 9, 2012, July 12, 2012 and July 31, 2012. John Hambrook presented a motion to accept the minutes as presented; Matt Giuffre 2<sup>nd</sup>. After discussion it was decided that Lori Boyd would amend the July 9, 2012 minutes to only reflect the appointment of Joseph L. Wood, Ed.D as Interim Superintendent. Motion withdrawn. John Hambrook presented a motion to approve the minutes as presented with the amendment to the July 9, 2012 record; 2<sup>nd</sup> by Matt Giuffre; MUP.
  - 3. Board of Education Committee Reports:
    - a. Personnel: John Hambrook reported hired Darryl Giard as BCS Assistant Principal. The Board is deep in the process of the Superintendent Search.
    - b. Policy: no report
    - c. Curriculum: John Hambrook reported the committee met to discuss the assessment calendar for various levels and the Open Choice grant disbursement.
    - d. Building and Grounds: Rich Hayes reported committee members attended the PBC meeting on 7/23 and provided minutes and the punch list. The Town has retained professional services for sub surface investigation of the athletic field's project.
    - e. Finance: no report
    - f. Transportation: no report
    - g. Pupil Services: no report
  - 4. Community Meeting Reports / Board of Education: John Hambrook reported there is a Falstaff meeting tomorrow but he cannot attend.

5. Superintendent of Schools Report: Dr. Wood thanked the board for the opportunity to serve as caretaker and stated he was appreciative of the support and responsiveness the staff has shown and provided a brief summary of his first week.
  - a. Staffing Update: information on staff changes was provided; newly hired, retired/resigned and position changes, as well as a full time intern placement in BHS Guidance for the school year. The net staff position change is +1.0; information on this will be officially communicated to the board.
  - b. OCR Corrective Action Plan: Ray Boyd provided a walk through inspection at BHS on 8/8/12 for OCR representatives. No new items were noted and we are waiting for final correspondence on compliance.
  - c. CMT/CAPT: Mary Grande provided informational handouts on CMT results and provided an in-depth review of them. Administration and grade level teams will be reviewing the results to determine why certain areas dropped and how to address individual student and grade level improvements and how best to communicate identified. There was discussion on reviewing the implementation of the current reading program (2008) and its correlation to the current Reading CMT scores vs. just a lower academic class; would there be value in a review comparison of past class data with similar CMT scores and look at any steps taken then; focus on year to year comparisons vs. looking for overall; other assessment tools are used in determining student/grade level need, not just CMT results; new State guidelines on student growth not just attainment of a proficiency goal; and attention to results of Free/Reduced students.  
CAPT – Joe Maselli provided information handouts and an in-depth review of the CAPT results and how the staff prepares the students for the test. There has been a notable increase in the number of students taking AP courses and Joe Maselli was complimentary to the AP staff on their dedication in preparing their students as evidenced by the significant numbers of students passing these exams. In the 2014 school year, grade 11 will be taking this test, not grade 10. There was discussion on the ACT exam and its growth in popularity but still the SAT is the major benchmark.
  - d. BCS Wireless: The project should be wrapped up by tomorrow but definitely before the opening of school. While we are waiting for the final invoice, there have been no known additional costs and the project is expected to come in on budget.
  - e. Enrollment Updates: As of 8/23 the BCS enrollment is 534, BHS is 361 for a total of 895. We currently have 74 students enrolled from Columbia. There was a large enrollment this week at BHS, primarily Bolton residents. Joe Maselli expressed a concern over the #'s impacting class size, text books and availability of student electives. A potential impact of teacher's class size fluctuations from period to period and the proper classroom accommodations being available was also noted. Karen Bergin stated that students being placed in study halls because electives are not available is unacceptable and also suggested it may be time to review the original 80/20 Columbia agreement with the Board of Finance. The Central Office will forward information on the number of student transfers in/out and the net change once they are available. The Enrollment #'s sheet will be included in the BOE packet monthly beginning in September. There was also discussion on the actual budgeted # of Columbia students and it was confirmed by Kusal Huynh that the BOE had budgeted for 70 students.

f. Preliminary District Goals: Dr. Wood handed out a draft copy of the Preliminary District Goals and asked that any review recommendations be emailed to Board Clerk Lori Boyd ([lori.boyd@boltonct.org](mailto:lori.boyd@boltonct.org)). Dr. Wood has also reviewed the goals and is of the opinion that they are on target with major State and district initiatives. The Administrators also developed their goals at the recent retreat and are in-line with the major items noted in the draft. A revised draft will be available at the September BOE meeting.

E. Unfinished and On-Going Business: no discussion

F. New Business

1. Acceptance of Resignations: Dr. Wood presented resignations from Director of Pupil Services, Cindy Martin; BHS SPED teacher, Kathleen O'Brien; and BHS IA Dan Tierney. A motion to accept the resignations was presented by John Hambrook; 2<sup>nd</sup> by Matt Giuffre, MUP. Karen thanked Cindy for her 27 years of service to the Bolton Public Schools.
2. Columbia Committee: After discussion of the topic, it was decided the Board would choose a date in October to meet and requested the Board Clerk to survey the BOE members via email on which of two selected dates (10/15 or 10/18) would work best. The results will be forwarded.

G. Future Business

1. Review of Bylaws: On hold until a permanent Superintendent is in place.
2. Content of Minutes: On hold until a permanent Superintendent is in place.
3. Posting Financial Report on BPS Web-site: Karen Bergin stated this was addressed last month and as agreed, the monthly Financial Reports will be posted to the web-site.

Joe Maselli invited the BOE to attend Monday's Convocation at BHS Student Commons at 8:30 a.m. and the Freshman Orientation at 4:00 p.m.

H. Executive Session

1. Personnel - John Hambrook presented a motion to move to executive session at 8:15, 2<sup>nd</sup> by Matt Giuffre; MUP. After discussion on a personnel matter, the Board came out of Executive Session by consensus at 9:00 PM.
- J. Adjournment – John Hambrook motioned to adjourn at 9:01 PM, seconded by Trace Maulucci; MUP.

Respectfully Submitted,

Lori Boyd  
Board Clerk

