

BERLIN BOARD of EDUCATION
November 18, 2002
MINUTES
Annual Meeting

Present: Joseph Annunziata
James Baranowski
Gary Brochu
John McIntosh
Lew Michaels
Kevin Murphy
Anthony Recck
John Richards
Janice Zaccardo

Absent None

I. CALL TO ORDER

Mr. Brochu called the meeting to order at 7:06 p.m. in the McGee School Auditorium at 899 Norton Road, Berlin, CT. Mr. Brochu introduced Kate Wall, Berlin Town Clerk, who administered the oath of office to those elected for three year terms earlier in the month: Mr. Annunziata, Mr. Michaels, and Mr. Recck.

A. Pledge of Allegiance

The Pledge of Allegiance was recited.

B. Audience of Citizens

No one wished to address the Board at this time.

II. AWARDS & PRESENTATIONS - AMERICAN EDUCATION WEEK

A. Superintendent's CAPSS Awards

The administration and staff recently selected ten students to receive the Connecticut Association of Public School Superintendents (CAPSS) Superintendent/Student Award Recognition Program, "Certificate of Excellence" award. Students starting the highest grade at the school are selected for this prestigious annual award based upon criteria such as demonstrated leadership to the school community, community service and service to others, and academic prowess relative to ability. The CAPSS awards this year go to fifth

graders David Campagna and Lindsay Erickson from Griswold School; Brooke Ahlquist and Philip Corriveau from Hubbard; Alyssa Hayes and Andrew Thurston of Willard. At the secondary schools, recipients were eighth graders Lindsey Fortunato and Stephen Talbot from McGee; and BHS seniors Matthew Powell and Isabel Puzio. Each student was recognized by their respective Principal and received a special CAPSS Diploma and a gift certificate from Borders Book Stores.

B. Building Teachers of the Year 2002 and the District Teacher of the Year 2002

The Superintendent introduced the 2002-2003 Building Teachers of the Year 2002:

Amy Kulak	Griswold Elementary
Jane Hubbard	Hubbard Elementary
Ned Dunn	Willard Elementary
Leo Panetta	McGee Middle School
Marilyn Scanlan-White	Berlin High School

Mr. Panetta was selected the Berlin School District’s Teacher of the Year.

Mr. Paskiewicz presented each recipient with a certificate of recognition and a Borders Book Stores Gift Certificate. Mr. Ned Dunn was unable to attend this evening.

C. Certificate of Appreciation Awards to “Retiring” Board members Patricia DeVivo and Kevin Porter.

Mr. Brochu thanked Patricia DeVivo and Kevin Porter for their years of service, tireless enthusiasm, and dedication to serving the Berlin Public Schools as members of the Board of Education. Mrs. DeVivo has served our community since 1999, serving most recently as the chairperson of the Board’s Student Achievement Committee. Mr. Porter has served the Board since 1993, including several terms as its vice-president. The Board will miss the efforts of Pat and Kevin to help us become a better school district. Mrs. DeVivo was unable to attend this evening.

D. “Friend of Berlin Schools” Awards

This is the fourth year of the annual “Friend of Berlin Schools” awards, to be awarded annually to those volunteers nominated by the individual school’s administration, PTO’s or community, and selected by the Board of Education. This year’s recipients are Lisa Brown (Hubbard), Maureen Carlson (McGee), Maureen Griswold (Griswold) and Jay Tulin (Willard). Mr. Brochu presented each a certificate of appreciation and recognition along with a gift certificate.

III. STUDENT PRESENTATION

Students from the elementary schools and middle school presented a preview of the student performance of "Nutcracker," under the direction of Caroline Van Austin and coordinated by Mary Farone. Cast members performing are Jessica Kipphut, Christina DelConte, Elizabeth Allocca, Alexandra Carbonell, Kathryn Hagen, Gina Marie Kipphut, Julia Kipphut, Katie Venenziano, Victoria Daigle, Samantha DeFrancesco, Kelly Cantafi, Kaitlyn Cantafi and Kelsey Budnick.

From 8:10 to 8:20 p.m., a short recess was held to congratulate the award winners and to visit with the Nutcracker cast.

IV. REORGANIZATION

A. Annual Election of Officers

Mr. Brochu reconvened the meeting and he gave an overview of the Board officer elections, which are held in accordance with State Statute 10-218. Elections shall be in open session and the votes will be recorded by signing ballot forms after the nominations for each position. Also, according to Policy BCB, officers shall be elected from the Board, "...each of whom shall be elected by majority ballot."

- 1. President:** Mr. Murphy nominated Mr. Annunziata and Mr. Recck nominated Mr. Brochu. The Superintendent collected the ballots and announced the results:

For Mr. Annunziata: Annunziata, McIntosh, Michaels, Murphy, and Zaccardo
For Mr. Brochu: Baranowski, Brochu, Recck, and Richards

Mr. Annunziata was elected President by a 5:4 vote.

Mr. Annunziata switched seats with Mr. Brochu and assumed the responsibilities of the office of President, and presided over the remainder of the meeting. He thanked Mr. Brochu for his leadership of the Board for the past five years. Mr. Annunziata then presided over the remainder of the meeting.

- 2. Vice-President:** Mr. Murphy nominated Mrs. Zaccardo. The Superintendent collected the ballots and announced that Mrs. Zaccardo was named as Vice President on all nine, signed ballots.
- 3. Secretary:** Mr. Murphy nominated Mr. Richards. The Superintendent collected the ballots and announced that Mr. Richards was named as Secretary on all nine, signed ballots.
- 4. Treasurer:** Mr. Murphy nominated Mr. Baranowski. The Superintendent collected the ballots and announced that Mr. Baranowski was named as Treasurer on all nine, signed ballots.

B. MOTIONS for Treasurer, Annual Schedule of Meetings and Fiscal Management

Moved by Mr. Murphy, seconded by Mr. Richards to authorize Mr. Baranowski to sign checks for the Board of Education.

**FAVOR: ALL
MOTION CARRIED: 9:0**

Moved by Mr. Murphy, seconded by Mr. Brochu to approve the annual Schedule of Regular Meetings, as presented by the administration, and in accordance with policy BCA.

**FAVOR: ALL
MOTION CARRIED: 9:0**

Moved by Mr. Richards, seconded by Mr. Brochu to approve the following designees, for the purpose of check signing authority and management of the specified activity accounts:

- 1. That Roman J. Czuchta be designated Treasurer of the Berlin High School Enterprise Fund, the Berlin Public Schools Activity Fund, and the Cafeteria Account.**
- 2. That Carol Ranieri, Deborah Batista and Judith Varley be designated Assistant Treasurers of the Cafeteria Fund.**
- 3. That each building principal, and the Director of Curriculum and Instruction, be designated Assistant Treasurers of the Berlin Public Schools Activity Fund.**
- 4. That George Synnott, Matthew Pace, Mark Benigni and Marie Ralph be appointed Assistant Treasurers of the Berlin High School Enterprise Fund.**

**FAVOR: ALL
MOTION CARRIED: 9:0**

C. Appointment of Board Legal Counsel for 2002-2003

Moved by Mr. Baranowski, seconded by Mr. Murphy to approve the appointment of the law firm Shipman & Goodwin of Hartford, to continue as the Board of Education counsel for the 2002-2003 year and that they will be so informed.

FAVOR: ALL
MOTION CARRIED: 9:0
V. APPROVAL OF MINUTES

A. Regular Meeting of October 28, 2002

Moved by Mr. Richards, seconded by Mr. Brochu to approve the minutes of the Regular Meeting of October 28, 2002 as presented.

FAVOR: ALL
ABSTENTIONS: Michaels
MOTION CARRIED: 8:0

B. Special Meeting of November 7, 2002

Moved by Mr. Richards, seconded by Mr. Brochu to approve the minutes of the Special Meeting of November 7, 2002 as presented.

FAVOR: Baranowski, Brochu, Richards
ABSTENTIONS: McIntosh, Michaels, Murphy, Recck, Zaccardo
MOTION CARRIED: 3:0

VI. FINANCE

A. Payment of Bills – Period ending October 31, 2002

Moved by Mr. Baranowski, seconded by Mr. Murphy that the bills for the period ending October 31, 2002, including payroll, totaling \$3,095,153.55, of which Town is \$3,021,995.23, Federal is \$72,696.23, Building Use is \$139.14, and Olive Selden is \$322.95, listed for payment or already paid for in accordance with standard fiscal procedure be approved for payment.

FAVOR: ALL
MOTION CARRIED: 8:0

B. Activity Fund Reports

- 1. Berlin High School Enterprise Fund – Period ending Sept. 30, 2002
- 2. Berlin Public Schools Activity Fund – Period ending Sept. 30, 2002

These were noted with interest.

VII. OLD BUSINESS

A. Policy Recommendation Policy KND – Uniform Treatment of Recruiters – Second Reading

A copy of the proposed new policy was enclosed in the Board's Packet. The first reading took place on October 28, 2002.

Moved by Mr. Richards, seconded by Mr. Brochu to adopt Policy KND – Uniform Treatment of Recruiters as presented.

FAVOR: ALL
MOTION CARRIED: 8:0

VII. NEW BUSINESS

A. Out-of-State Field Trip Requests – Willard School & Berlin High School

Please note that the Willard School Field Trip requests were approved at the October 28, 2002 meeting. No further action is necessary.

Mrs. Zaccardo would like to have a discussion in the future regarding the inconsistency of field trip offerings within the grades.

Moved by Mr. Murphy, seconded by Mr. Baranowski to approve the request for Berlin High School World Language classes to attend Fest International in Providence, RI on December 18, 2002 and the request for 10 Berlin High School students and one teacher to travel to Washington, DC to attend the annual Close Up Program on March 2-8, 2003.

It was noted that the date in the agenda for the Fest International had been listed as November 20, 2002, and was corrected in the motion.

FAVOR: ALL
MOTION CARRIED: 8:0

B. Superintendent's Report on Strategic School Profiles for 2002

Mr. Paskiewicz stated that as required by CGS 10-220c, he must report the Strategic School and District Profile to the Board of Education no later than the first regularly scheduled public meeting of the Board following November 1, 2002. However, The State of Connecticut has not delivered the reports yet.

ADJOURNMENT

**Moved by Mr. Brochu, seconded by Mr. Baranowski to adjourn the meeting
at 8:50 p.m.**

**FAVOR: ALL
MOTION CARRIED: 8:0**

Submitted by,

John M. Richards, Secretary
Berlin Board of Education

JMR: aeg (Original; 11/18/2, revised 12/13/02)