

Minutes

ACES Governing Board November 13, 2008

205 Skiff Street
Hamden, CT 06517

- Present: Bruce Baker, Seymour; Lynn Campo, Hamden; Alicia Clapp, North Haven; Sue Cohen, Regional District #5; William Currlin, Regional District #13; Sheryl Feducia, Regional District #16; John Finkle, East Haven; Judith Hotz, Branford; Nancy Lappie, North Branford; Thomas McKirryher, Naugatuck; Stephen Mrowka, Cheshire; Lucy Painter, Bethany; Debby Pines, Woodbridge; Jim SantaBarbara, Milford; Barbara Sokol, Meriden; John Theriault, Waterbury
- ACES: Craig W. Edmondson, Gary J. Shettle, Ann Dombroski, Robert Parker, Claudette Beamon, Elaine Sein
- Regrets: Ansonia, Wolcott
- Guests: Robert Boudreau, Buckley, Frame & Boudreau & Co., P.C.; Greg Dandio, ACES, Chief Technology Officer; Thomas Hennick, Public Information Officer, Connecticut Freedom of Information Commission and Board Chair for Regional District #13

Prior to the board meeting Mr. Currlin introduced and welcomed Judith Hotz, new board member representing Branford.

Mr. Currlin requested that the agenda be modified to include an Executive Session for the purpose of discussing personnel issues. Sue Cohen moved to include an Executive Session to the agenda. Thomas McKirryher seconded.

In favor: Bethany, Branford, Cheshire, East Haven, Hamden, Meriden, Milford, Naugatuck, North Branford, North Haven, Regional District #5, Regional District #13, Regional District #16, Seymour, Waterbury, Woodbridge

Abstention: None

Opposed: None

VOTED

1. Call to Order

William Currllin called the ACES Governing Board meeting to order at 12:25 PM after it was determined that a quorum was present.

2. Public Participation/Communications

No public communications.

3. Public Information Discussion

William Currllin introduced Thomas Hennick, Public Information Officer, Connecticut Freedom of Information Commission and Board Chair for Regional District #13. Mr. Hennick informed the board that his presentation usually takes about 90 minutes to complete and that he would only be highlighting certain topics. Mr. Hennick also indicated that he is available to provide an overview to their districts. Mr. Hennick informed the board that the Public Information Act became law in 1975 and its purpose is for everyone to have equal access to information from public agencies. The public has the right to attend and obtain records from public meetings. Mr. Hennick indicated that there are three meetings recognized under the Freedom of Information Act; regular, special, and emergency. He also indicated that board minutes are required to be available within seven days of the meeting. Dr. Edmondson informed the board that the board meetings are available on the ACES external website in draft form. Mr. Hennick also discussed executive sessions indicating that 2/3 of the board present must vote in favor. Executive sessions may be held for the purposes of discussing specific employees (unless the employee is opposed), litigation, security matters, and real estate acquisitions. Mr. Currllin and Dr. Edmondson thanked Mr. Hennick for his presentation.

4. Approval of Minutes

Alicia Clapp moved to accept the ACES Governing Board minutes of October 16, 2008.
Thomas McKirryher seconded.

In favor: Cheshire, East Haven, Hamden, Milford, Naugatuck, North Branford, North Haven,
Regional District #13, Seymour, Woodbridge

Abstention: Bethany, Branford, Meriden, Regional District #5, Regional District #16, Waterbury
Opposed: None VOTED

5. Executive Director's Report

- a. Dr. Edmondson greeted the Governing Board.
- b. Dr. Edmondson informed the Governing Board that November 4th ACES held a productive agency-wide professional development day with over 700 employees in attendance. The key note speaker was Ruthann Lobo followed by a panel discussion on Professional Learning Communities with afternoon breakout sessions. Staff with 25 and 30 years were recognized. Dr. Edmondson thanked Ann Dombroski and staff for their efforts coordinating the day.

- c. Dr. Edmondson informed the Governing Board that he will be meeting with Choice superintendents then with representative from the State Department of Education with concerns regarding the enrollment process and also a conversation with the state regarding funding for magnet schools outside the Hartford area.
- d. Dr. Edmondson updated the board on the WIMS progress. Dr. Edmondson met with the WIMS superintendents and presented some financial options. The superintendents will meet with their own boards to discuss the options. Dr. Edmondson is hopeful to have resolution after this month.
- e. Dr. Edmondson informed the Governing Board that the state-wide Teacher of the Year recognition was going to be held that evening. Unfortunately, Marie Satagaj, ACES Teacher of the Year would not be able to attend.
- f. Dr. Edmondson informed the Governing Board that Patrick Flynn has been hired as the new Director of PDSI. Mr. Flynn is respected both nationally and locally for his work. Pat Krukowski and Mr. Flynn will begin the transition on December 1st. (Mr. Flynn's resume was distributed to the board)
- g. Dr. Edmondson informed the ACES Governing Board that MPC, ACES computer provider has filed for Chapter 11. The one2one computer warranties are still in effect. ACES is consulting with counsel on this matter. Technology Services will continue to monitor the situation as it relates to the warranty services and future purchasing. Dr. Edmondson indicated he will update the board as new information becomes available.
- h. Dr. Edmondson informed the ACES Governing Board that the Record Journal printed an article indicating Meriden's interest in taking over TEMS. Dr. Edmondson indicated to the board that while the topic was discussed at the TEMS Steering Committee meeting that it is his belief that Meriden is not interested in doing that at this time.
- i. Dr. Edmondson informed the ACES Governing Board that ACES was awarded \$15,000 from the National Council on Economic Education to implement a teacher training program as of the Excellence in Economic Education Program. The grant will be sponsored by our PDSI department.
- j. Dr. Edmondson shared the passing of a New Haven student participating in the CHOICE program in the North Branford School system.
- k. Dr. Edmondson informed the ACES Governing Board that the students who designed the holiday cards and t-shirt will join us in December to be recognized for their hard work.

6. Fiscal Services

a. Filing of Fiscal Report (Subject for Audit)
Summary/Detail by Category

Lynn Campo moved to accept the fiscal report as presented. (subject to audit).
Thomas McKirryher seconded.

In favor: Bethany, Cheshire, East Haven, Hamden, Meriden, Milford, Naugatuck, North
Branford, North Haven, Regional District #5, Regional District #13, Regional
District #16, Seymour, Waterbury, Woodbridge

Abstention: Branford

Opposed: None

VOTED

b. Action to Transfer Certain Funds Received in FY 07-08 to FY 08-09

The Executive Director requested that the Governing Board approve the transfer of Escrow
amounts totaling \$1,717,345 from FY 07-08 to FY 08-09 subject to adjustment by the Auditors.
(Additional information was provided for the 60 United Construction Project as requested by the board)

Sue Cohen moved to approve the transfer of Escrow amounts totaling \$1,717,345 from FY 07-08
to FY 08-09 subject to adjustment by the Auditors.

Barbara Sokol seconded.

In favor: Bethany, Cheshire, East Haven, Hamden, Meriden, Milford, Naugatuck, North
Branford, North Haven, Regional District #5, Regional District #13, Regional
District #16, Seymour, Waterbury, Woodbridge

Abstention: Branford

Opposed: None

VOTED

c. Audit Acceptance

Robert Boudreau of Buckley, Frame, Boudreau and Co., P.C. reviewed the draft copy of the
2007-2008 audit that was reviewed at the last meeting. The formal copy will be distributed at
the next meeting after board approval. The Executive Director recommended that the ACES
Governing Board accept the 2007-2008 audit as presented and detailed in the financial
statements. Sue Cohen moved to accept the draft copy of the 2007-2008 audit.

Sheryl Feducia seconded.

In favor: Bethany, Branford, Cheshire, East Haven, Hamden, Meriden, Milford,
Naugatuck, North Branford, North Haven, Regional District #5, Regional
District #13, Regional District #16, Seymour, Waterbury, Woodbridge

Abstention: None
Opposed: None

VOTED

d. Audit – Management Letter

Robert Boudreau of Buckley, Frame, Boudreau and Co., P.C. indicated an audit “Management Letter” was not required as ACES addressed all prior recommendations from previous management letters along with the CASBO evaluation and the overall condition of Fiscal Services. There were some internal items that the auditors mentioned for ACES to resolve but were not worthy of a management letter.

7. Human Resources Report

Claudette Beamon reviewed the Human Resources Report. Ms. Beamon indicated that the report was routine and highlighted the hirings of an assistant principal for Whitney High School East/West and director for PDSI. Sue Cohen moved to authorize the hirings, accept the resignations, confirm the termination, and grant the leaves as detailed on the Human Resources Report.

Alicia Clapp seconded.

In favor: Bethany, Branford, Cheshire, East Haven, Hamden, Meriden, Milford, Naugatuck, North Branford, North Haven, Regional District #5, Regional District #13, Regional District #16, Seymour, Waterbury, Woodbridge

Abstention: None
Opposed: None

VOTED

8. Draft Administrator Evaluation Plan Discussion

Dr. Dombroski reviewed the draft Administrator Evaluation Plan and it is in alignment with the CT Standards for School Leaders and incorporates the ACES Strategic Plan.

9. Old Business

- Facilities Update – Mr. Shettle indicated that the 60 United Drive project should be completed by December 1st. He indicated that the site will store all vehicles and vans and staff will now pick up and drop off the vehicles/vans at the site. The Little Theatre - Mr. Shettle met with the architecture to review the final schematic design. The project should go out to bid in April with the start of construction to begin in August.
- Policy Update – The Executive Director recommended that the ACES Governing Board approve the 5131.2 Use of Physical/Mechanical Restraint and Seclusion policy as a second reading. Sue Cohen moved to approve the 5131.2 Use of Physical/Mechanical Restraint and Seclusion policy as a second reading. Sheryl Feducia seconded.

In favor: Bethany, Branford, Cheshire, East Haven, Hamden, Meriden, Milford, Naugatuck, North Branford, North Haven, Regional District #5, Regional District #13, Regional District #16, Seymour, Waterbury, Woodbridge

Abstention: None
Opposed: None

VOTED

- The Executive Director recommended that the ACES Governing Board approve policy 4118.5 Acceptable Computer Network Use (AUP) as a first reading. Debbie Pines approved the ACES Governing Board approve policy 4118.5 Acceptable Computer Network Use (AUP) as a first reading. Sheryl Feducia seconded.

In favor: Bethany, Branford, Cheshire, East Haven, Hamden, Meriden, Milford, Naugatuck, North Branford, North Haven, Regional District #5, Regional District #13, Regional District #16, Seymour, Waterbury, Woodbridge

Abstention: None
Opposed: None

VOTED

10. New Business

- Next Meeting: December 11, 2008.
- Questions on the 2007-2008 Strategic School Profiles are to be addressed to Ann Dombroski at 498-6841.

11. Executive Session Request

Alicia Clapp moved to go into Executive Session for the purposes of discussing personnel issues. Sheryl Feducia seconded.

In favor: Bethany, Branford, Cheshire, East Haven, Hamden, Meriden, Milford, Naugatuck, North Branford, North Haven, Regional District #5, Regional District #13, Regional District #16, Seymour, Waterbury, Woodbridge

Abstention: None
Opposed: None

VOTED

Executive Session held.
Return to Public Session.

12. Adjournment

Sheryl Feducia moved to adjourn the ACES Governing Board meeting at 2:10 PM. Alicia Clapp seconded.

In favor: Bethany, Branford, Cheshire, East Haven, Hamden, Meriden, Milford, Naugatuck,
North Branford, North Haven, Regional District #5, Regional District #13, Regional
District #16, Seymour, Waterbury, Woodbridge

Abstention: None

Opposed: None

VOTED

Submitted by,

Elaine Sein
Secretary to the ACES Governing Board