

SOUTHINGTON BOARD OF EDUCATION

SOUTHINGTON, CONNECTICUT

REGULAR MEETING

AUGUST 16, 2012

The regular meeting of the Southington Board of Education was held on Thursday, August 16, 2012 at 7:30 p.m. in the Town Council Chambers, Southington Town Hall, 75 Main Street, Southington, Connecticut.

1. CALL TO ORDER

2. EXECUTIVE SESSION FOR SEA CONTRACT NEGOTIATIONS, UPSEU PARAPROFESSIONAL NEGOTIATIONS, AND STUDENT MATTERS

An Executive Session meeting was held at 6:30 p.m. (*Minutes attached*).

3. BOARD RECOGNITIONS

Dr. Erardi recognized two students, Aidan Reilly from Kelley Elementary School who recently celebrated his 10th birthday, and McKenzie Pelletier from the high school who celebrated her confirmation. Both students unselfishly made donations to the Southington Community Services in lieu of gifts.

4. RECONVENE MEETING ~ REGULAR SESSION

The Regular Session was reconvened at 7:48 p.m. by Chairperson, Mr. Brian Goralski. Board members present were Mrs. Terri Carmody, Mrs. Colleen Clark, Mrs. Patricia Johnson, Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mr. Zaya Oshana and Mrs. Patricia Queen. Absent was Mr. David Derynoski.

Present from the administration were Dr. Joseph Erardi, Jr., Superintendent of Schools, Mrs. Karen Smith, Assistant Superintendent; Mr. Frederick Cox, Director of Operations; and Dr. Perri Murdica, Senior Coordinator of Pupil Personnel Services.

There were approximately 12 people in the audience.

5. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

6. APPROVAL OF MINUTES ~ July 12, 2012

MOTION: by Mrs. Notar-Francesco, seconded by Mr. Oshana:

“Move to approve the minutes of July, 12, 2012.”

Motion carried by voice vote with Mrs. Carmody and Mrs. Clark abstaining.

7. COMMUNICATIONS

a. Communications from Audience

Mr. Arthur Cyr, 103 Berlin Avenue praised Mrs. Queen for diligently speaking into the microphone at the meetings so the audience can hear. Mr. Cyr stated that he attends the Middle School meetings and felt that the town should be grateful for the hard work of those who serve on that committee.

Mr. Mike Drury, Head Football Coach at Southington High School. He apologized for missing the last Board of Education meeting and thanked the Board for approving the preseason field trip/camp starting August 24. He was at this meeting to answer any questions that the Board might have regarding the camp.

Mrs. Queen was concerned about impact and concussions at football practices and what was being done to address this. Mr. Drury replied that the most important thing was a proper fitting helmet and proper equipment. Secondly, it is the way that the coaches teach how to play the game of football, to hit properly, and how not to use the helmet as a use of force. There has been neither legislation nor mandates from the CIAC about limiting the hours of practice or contact time. Mr. Eric Swallow, Athletic Director, stated that he provides the service of baseline testing to all student athletes. Mrs. Queen asked if they could educate parents via the Student-Athlete Handbook or online about what to look for in concussed athletes. Mr. Swallow explained that the coaches are required to have a parent meeting and they are encouraged to address concussions. He thought about having a district-wide meeting with Dr. Carl Nissen who wrote the legislation and the laws associated with concussions. Dr. Erardi concluded that administration will work with Mr. Swallow and the coaches and come back to the Board at the end of the fall season with the data of how many concussions there were during that season and the heightened awareness they will to bring to parents of the student-athletes. This will most likely be done in November.

b. Communications from Board Members and Administration

Communication from the Board Members:

MOTION: by Mrs. Carmody, seconded by Mr. Oshana:

“Move to add Agenda Item 11.g, Student Discipline at Southington High School, to the agenda.”

Motion carried unanimously by voice vote.

Mrs. Notar-Francesco reported that the Flanders PTO made a very generous collection of 1,400 non-perishable items to the Southington Food Pantry. They worked in collaboration with Lowe's who donated a shed. In exchange for food items there were donated, the PTO would give the parents a raffle ticket for every item that they donated.

Mr. Goralski announced the following:

- Mr. Derynoski was not in attendance due to a business engagement.
- A Top Scholar in last year's class was working on her Gold Award with the Girl Scouts of America and will be holding an Open House on Monday, August 20 at the high school to showcase her project.
- The Girls Volleyball team was nationally recognized for the 10th straight year for academic excellence.
- There will be a celebration for Leon Peschel on August 23 starting at the library at 6:30 p.m. and walking to the Barnes Museum to celebrate the garden that he built there as part of his Boy Scout Eagle Project.

Communication from Administration:

Dr. Erardi distributed a packet for his Administration Report and noted that the Board received a hard copy due to the intermittent Internet access in the Town Council Chambers (*Attachment #1*).

Dr. Erardi noted that the Annual Administrative Institute took place August 16 and 17. He congratulated Mrs. Smith and her committee for the very organized, high-level professional development activities.

1. BOE / School Liaison ~2012-2013: Dr. Erardi asked the Board members to contact Mrs. Albaitis if there were changes to their proposed adopted school.
2. Building Tour – Opening Day: The Board will meet in the high school main office conference room at 7:15 a.m. for the Annual Opening Day (August 30) building tour to all schools.
3. Breakfast Program ~ K-12 Update: The Bread for Life program, through the generosity of Mr. Curtis Robinson, will sponsor the entire K-12 Breakfast Program. They refuse to let children start their day hungry.
4. CABE Workshop: Dr. Erardi attended the CABE workshop with Mrs. Notar-Francesco and the document attached to this report is what CABE believes illustrates high-yield local Boards' of Education.
5. Saturday Spanish Academy: This attachment was informational. There was a correction regarding the potential sponsor for the Saturday Spanish Academy. It is Achieve Financial Credit Union, not TD Bank. The Saturday Spanish Academy is the continuation of the work of Ms. Tina Riccio. Mrs. Lombardi, as a former Spanish teacher, volunteered to work with this program.

Mr. Goralski explained that, in the future, Dr. Erardi and Mrs. Albaitis will work to put the Administrative Report as an attachment in the CABE Portal. Dr. Erardi commented that the Board would most likely be using the Town Council Chambers for the months of September and, possibly, October because the meeting room at the Municipal Government Center will be the last room finished. He noted that next week a Wi-Fi upgrade will be taking place at the Town Council Chambers and they should not have the problems that they were experiencing this evening.

8. REPORT OF THE SUPERINTENDENT

a. Personnel Report

MOTION: by Mrs. Carmody, seconded by Mrs. Notar-Francesco:

“Move to accept the Personnel Report.”

Motion carried unanimously by voice vote.

Dr. Erardi noted that the school district will be in terrific shape to open the school year.

9. COMMITTEE REPORTS

a. Curriculum & Instruction Meeting ~ July 23, 2012

Mrs. Carmody reported that the committee discussed All-Day Kindergarten beginning the 2013-2014 school year. They discussed topics and meeting dates for the 2012-2013 school year. The committee received an overview of the CMT and CAPT scores and was very pleased with the results.

b. Policy & Personnel Committee Meeting ~ July 23, 2012

Mrs. Clark reported that the committee continued the review of the 1000 Series and received the guidelines from Lieutenant DePalma of the Southington Police Department regarding police activity at schools. They will continue this discussion at their next meeting. They also looked at Policy #5144.1, Restraint and Seclusion, due to the change in Connecticut legislation that requires a change in the reporting of restraint or seclusion. Mrs. Smith will report back to the committee if the district can restrain / seclude a student if the student is not identified as a student-at-risk. In addition, the committee discussed future meeting dates.

c. Finance Committee Meeting ~ August 8, 2012

MOTION: by Mrs. Notar-Francesco, seconded by Mrs. Clark:

“Move to approve the Transfer of Funds, as submitted.”

Mrs. Notar-Francesco explained that the move of these dollars was occurring at Strong and Flanders Elementary School from the Textbook Replacement Account and Consumable Texts to Content Area Literacy Support. The Finance Committee recommends transferring these requested books for classroom libraries to meet curriculum requirements. They were unable to fund this item through the Purchase Plan because the plan did not end the year with significant dollars.

Motion carried unanimously by voice vote.

MOTION: by Mrs. Notar-Francesco, seconded by Mrs. Carmody:

“Move to remove the pay phones at Southington High School as recommended by the Finance Committee.”

The committee would like to remove the two pay phones at the high school due to lack of activity. This will result in a monthly savings of approximately \$183, which is a total savings of \$2,200. Between the two pay phones there were 46 calls made in a 10-month timeframe.

Motion carried unanimously by voice vote.

MOTION: by Mrs. Notar-Francesco, seconded by Mrs. Carmody:

“Move to approve Bid #2012-BID-16, Snow Removal and Sanding for DePaolo Middle School, Plantsville and Flanders Elementary Schools, as submitted.”

Mr. Oshana stated that he spoke to Philip Goodwin, Purchasing Agent, because he did not see information regarding who or what was the bidder. He felt that someone may bid on this and the Board does not know their background. *“Do they have any legal liability against them? Have they had any cases brought against them? Has there been any issue associated with that particular bidder?”* Mr. Oshana would like to see some additional language added into this bid as well as any future bids that go forward. He recommended that it not only be for the Board of Education but for the Town as well. Mr. Goodwin had a conversation with the Town Attorney Mark Sciota today regarding this.

Mr. Goodwin stated that the town attorney gave him some verbiage that they could put into the boilerplate of all the bids going forward. It will give them that latitude to ask those questions; although, Attorney Sciota told him they always had that latitude. This will make it clearer and upfront in the bidding process. He noted that there were some other questions and he was not certain if this was something they wanted to bring forward today or to look at it again in more detail.

Mr. Goralski summarized that Mr. Oshana would like to add language, similar to what the town attorney recommended to them, to this particular bid document in front of them now. Mr. Goralski asked what impact this would have on submitting bids and delaying the process. Mr. Goodwin replied that if the motion was to adjust the bid and put this language in, they can make the adjustment and put out the bid. Mr. Goodwin noted that there were some questions that came up after Mr. Oshana asked the original question that would need to be discussed. They could have that discussion tonight or it could go back to the Finance Committee.

Mrs. Notar-Francesco thought that it would raise other questions that she felt the Finance Committee should discuss first to iron out and bring back to the full Board. They would discuss where to put the language and what to do with their current vendors now. Do they make this a requirement for the current vendors? She would also like Mr. Derynoski, who serves on the Finance Committee, to have the opportunity to weigh-in on this discussion. She asked if they could approve this document “as is” going forward, and then look at it at the next Finance Committee meeting. Mr. Oshana replied that he would not want to delay things because they want to make sure these processes move along; but, he thought safety was more important than looking at a delay. He thought it was very important that they have the protection for people in the bid upfront in a situation like this. If this is a three-year bid, they could potentially be locked in to somebody for three years. He felt that they should end their potential liabilities now. Mr. Oshana recommended that they bring this forward to the Town Council as well to do the same thing.

Mrs. Johnson noted that these were valid points that Mr. Oshana brought up; but, she was of the opinion to go forward with the bid “as is.” It was her understanding that all of the bidders are ones who were vetted by Mr. Goodwin. Due to the fact that they have been caught with early snowstorms in the past, she felt that this bid should go through without delay and then addressed at the next Finance Committee meeting. Mr. Oshana did not think it would delay it if they have the language; they could actually insert this language into the bid and get the bid out now.

As a member of the Finance Committee, Mrs. Lombardi had confidence in their legal counsel to put something in over the next 24-48 hours and move forward with this bid at the same time. The committee then can utilize what the counsel gives them, discuss it further, and if needed, make amendments and put that language in for future contracts. She did not think they should delay it.

Mrs. Carmody asked Mr. Goodwin if they evaluate those vendors that they have used in the past. Mr. Goodwin replied that they normally do a reference check. Mrs. Carmody asked if he gets an evaluation from the high school principal on how the vendor performed that year. Mr. Goodwin replied that he does. Mrs. Carmody asked if there was a written report that the Board could review on the evaluation of these vendors. Mr. Goodwin replied that there was not a formal written report; however, through his office, after every snowstorm they have a checklist and contact the school for critique. They also speak to the principal at the beginning and the end of the season. They also use other checks and balances in evaluating, such as curb damage.

Mr. Goralski trusted Attorney Sciota and the Finance Committee. He recommended that Mr. Goodwin and Attorney Sciota begin work tomorrow on getting that language in the bid. This is a boilerplate document that we have been using for years. He did not want to delay the bid. If a friendly amendment was added to the motion regarding this bid, he would ask that once the language is inserted that the four Board members who serve on the Finance Committee be polled and then with their approval the bid be sent out. Mr. Oshana pointed out that the work has been done with the initial language drafted and he did not think that they had to wait until tomorrow to start. Mr. Goralski noted that there was a motion on the floor and to poll the Board as is.

Mrs. Lombardi asked for clarified on the motion. Mr. Goralski replied that the motion is for the bid document “as is” without the language inserted and discussed at the next Finance Committee meeting.

ROLL CALL VOTE: YES – Mrs. Notar-Francesco, Mrs. Clark, Mrs. Johnson. NO – Mrs. Lombardi, Mr. Oshana, Mrs. Queen, Mrs. Carmody, Mr. Goralski. **Motion did not pass with five opposed and three in favor.**

Mr. Goralski asked that the friendly amendment be added to the motion.

MOTION: by Mr. Oshana, seconded by Mrs. Queen:

“Move to approve Bid #2012-BID-16 with an added amendment that states we would work with the Town Attorney and Purchasing Agent to come up with language to insert into this bid regarding the issues discussed.”

Mrs. Lombardi stated that she would like some time parameters in the motion in terms of inserting the language in the bid document. Mr. Goralski would like it to go back to the four Board members who serve on the Finance Committee for their approval.

MOTION WITHDRAWN: Mr. Oshana withdrew his motion, along with Mrs. Queen, so they could have discussion outside of the committee.

Mr. Goralski asked Mr. Goodwin what a reasonable expectation was to add that language within this bid document and then come back and poll the Finance Committee. Mr. Goodwin replied that he had a draft tonight if they would like to review it; otherwise, he could have it ready tomorrow via e-mail through Dr. Erardi's office. Mr. Goralski was comfortable with the review through Dr. Erardi's office on Friday. He noted that Mrs. DiNello [Director of Business and Finance] returns from vacation on Monday; he would like to wait for her return and have this sent out through her office. He was comfortable supporting the committee to electronically respond through Mrs. DiNello's office supporting the modifications. Mr. Oshana noted that it would include one business day.

Mrs. Notar-Francesco asked Mr. Goodwin to assure the Board that would be enough time to get this language put into motion and back to them before they actually need to have it signed. Mr. Goodwin believed it was possible to do that.

Mrs. Clark summarized that they would wait until Mrs. DiNello returned, the language would be inserted in the bid where it is appropriate, Mrs. DiNello would give it her approval, and then the Finance Committee would approve it. She questioned if the full Board had to approve the bid too. Mr. Goralski stated that the Board could make a motion tonight to approve the modification if approved by the Finance Committee or they could table it to the next meeting. Mr. Goralski explained that the Board would be approving the bid and the Finance Committee would be approving the language.

Mrs. Johnson felt that this was becoming a juggling act and did not see any problem with just putting the bid out the way it was, and has been, because they have not had any difficulties with it. She noted that there was language in the bid to give the control to the Board of Education in case there are issues where they would not want the vendors to continue. She felt this was a lot of convoluted and she was not comfortable with this at all. Mrs. Johnson felt it should be clean and was uncomfortable with this. She would not approve where they would vote on something with additional language to be decided at a later date by a few members.

MOTION: by Mrs. Johnson, seconded by Mrs. Notar-Francesco:

"Move that the Board sends out bid #2012-BID-16, as submitted."

ROLL CALL VOTE: YES – Mrs. Clark, Mrs. Johnson, Mrs. Notar-Francesco, Mr. Goralski.
NO – Mrs. Carmody, Mrs. Lombardi, Mr. Oshana, Mrs. Queen. **The motion was tied four to four.**

Dr. Erardi pointed out that the entire Board wanted to get this done this evening and it appeared that the majority of the Board wanted to add the language suggested by Mr. Oshana. He requested that the Board consider moving on the motion that Mr. Oshana withdrew in the spirit of empowering Attorney Sciota, Mr. Goodwin and Mrs. DiNello to do due diligence to the

language, which is really boilerplate language. They will get that out and share it with the Board of Education and it allows them to move on a bid that is very timely. They have to get this bid out. He would be very reluctant and concerned if they wait until the second or third week in September. Dr. Erardi stated that it would be sent to the Board of Education concurrently with it being sent out. It would go back to the Finance Committee to be vetted and then to the Board-at-large for further bid opportunities.

MOTION: by Mr. Oshana, seconded by Mrs. Queen:

“Move to approve bid #2012-BID-16 with the amended language as discussed tonight regarding the legal issues described, with the conditions as outlined by the Superintendent in terms of the approval process.”

Mr. Goralski clarified that the motion was for bid document #2012-BID-16, Snow Removal and Sanding of DePaolo, Plantsville and Flanders, with the amendment including the legal language discussed at the meeting, completed by Attorney Sciota, Mrs. DiNello, and Mr. Goodwin, and then shared with the Board of Education.

ROLL CALL VOTE: YES – Mrs. Carmody, Mrs. Clark, Mrs. Lombardi, Mr. Oshana, Mrs. Queen, Mr. Goralski. NO – Mrs. Johnson, Mrs. Notar-Francesco. **Motion carried with six in favor and two opposed.**

Mrs. Notar-Francesco reported that the Finance Committee gave administration permission to move forward and work with Select Physical Therapy to negotiate an athletic training contract extension beginning July 1, 2014.

Mrs. Notar-Francesco reported that the state legislature Bill #PA-1216 has increased the annual state funding for each student attending the Ag-Science and Technology Education Program and raised the per student tuition from \$1,355 to \$1,750 resulting in an increase of revenue of \$64,300. The stipulation of the Bill allows the local School Boards to receive this money and spend the increase for the Vo-Ag Program. They cannot supplant these educational funds with this money. Administration will request an appropriation from the town for the \$64,300 when the town receives the funds. Within the 2013-2014 budget, the town can increase the anticipated revenues and the Vo-Ag budget will subsequently be required to also increase by this per pupil amount from the grant.

10. OLD BUSINESS

a. Town Government Communications

Mr. Goralski reported that the Town Council is in the process of assembling the Turf Advisory Committee. It is in the design phase and it should be done by the middle of October.

b. Construction Update

Mr. Cox reported that he was still waiting for the state to review the \$70,000-\$80,000 in change orders before the South End and Plantsville School projects can be closed out.

Mr. Cox reported that the flooring materials at the former North Center School would be installed next week in the upper Board of Education level. The walls were painted and ceilings were in the process of being completed. Site paving would take place next week along with the state doing the final elevator inspection. They cannot get a final Temporary Certificate of Occupancy because the offices are above grade level. The traffic light will not be installed until mid-September.

Mr. Cox reported that a lot of progress and work has taken place regarding the Middle School projects. Newfield Construction put together their first preliminary estimate for the construction costs and the numbers are showing that we are within 2% of the appropriated funds.

Mrs. Johnson asked if the actual construction for the Turf project had begun. Mr. Cox replied that it had not and to date all they did was remove the irrigation sprinkler heads and put up safety fencing. Dr. Erardi asked Mr. Goralski if he wanted to invite Mr. DeFeo to the next Board of Education meeting to answer any questions that the Board members might have regarding the Turf project. The Board members agreed with that idea.

c. Summary Results of District Survey of Families of Students with Disabilities

Dr. Murdica provided the results of a 22 question parent survey of all students who receive special education services. She pointed out that Denise Feltz, a former special education teacher in our district, helped her with this survey. A 5-point Likert Scale was used to assess the survey participant's feelings regarding current practices, the Planning and Placement Team (PPT) process and extracurricular and community-based activities. The response from survey participants was higher from the elementary school participants than the middle schools and high school. The survey response rate was 21%. She noted that 41.8% agreed that there is adequate communications between school and home. The overall results for the Planning and Placement Team process were very positive. The extracurricular and community-based activities were where the responses varied the most from a low of 26.5% agreeing that the Town of Southington Department of Parks and Recreation has adequate programming for children with special needs to a high of 65.3% agreeing that their child feels that he/she belongs to the school community. She felt that even though the results were positive, she could see some areas that needed to be built upon. These results indicate families are interested in a regular monthly parent support group where topics pertaining to children with special needs and their families would be presented. Overall, the parents want more information. She summarized that based on those who responded to the survey, there are a few areas that should be further examined for implementation.

Mrs. Lombardi questioned the parent involvement at home that reinforces what the school environment was doing. Dr. Erardi pointed out that he and Dr. Murdica attended a national conference that focused on disabled youngsters. The entire focus of the conference was the education of the parent component to keep that youngster in our district rather than to outplace and that is the focus of the work of Pupil Services this year.

Mrs. Queen was particularly interested in the concept of long-term planning for families who have students where the parents or caregivers retain the guardianship past the age of 18. She felt that those families need a lot of support in order to plan long-term.

d. Class Size Report

Dr. Erardi stated that markers that administration looks to establish when they put their class size grid together is to have 18 students or fewer in the Kindergarten classes, Grade 1 and 2 with 22 students, and no greater than 24 students in Grades 3, 4 and 5. He pointed out that all 38 parents for the Strong Elementary School A.M. and P.M. Kindergarteners were contacted and the numbers will remain at 19 A.M. and 19 P.M. He anticipated there would be two students who would need the English Language Learners (ELL) program as well as students entering with special needs. The greatest change that administration made was that they held the 1.0 FTE to Derynoski Elementary School where they had one bubble in a grade level. The present staff that they have budgeted is now all embedded into the enrollment matrix.

Mrs. Lombardi remarked that the Board has had the philosophy of 18 students or fewer in Kindergarten. The research indicates that it is the beginning point and the predicator of success for those students. With two ELLs and three special needs students, it puts an additional load on both Strong School Kindergarten classes. She strongly proposed adding a .5 teacher to the Strong Kindergarten classes.

Mr. Goralski felt that the ELL students and the special needs students often come with some support that may address some of Mrs. Lombardi's concerns. He noted that with Mrs. Lombardi's proposal they would have two classes with 12 students and one class with 13 students if they added a .5 teacher. Those class sizes are not in line with other class sizes across the district. He did not think the full Board would support that. He was happy with the matrix as is and commended the administration on the class sizes; especially, after reducing the workforce by 14 teachers and 13 paraprofessionals the last budget season. Mr. Goralski noted that the state of Connecticut lost 343 teachers this year.

Mrs. Clark did not like the numbers of 25 students in Grade 5 at Kelley School. Dr. Erardi replied after consulting with the Kelley School principal, the plus one student is a student who has been redistricted to Kelley with the request granted because the youngster will be a positive contribution to the class.

Mrs. Notar-Francesco agreed with Mrs. Lombardi that the two sections of 19 each in the Strong School Kindergarten were too high. She supported adding a .5 teacher at Strong. She felt that they could use the North Center rental money to fall back on since administration has not made the move there yet.

Mrs. Carmody noted that it was two weeks before the start of school and asked Dr. Erardi if there was any indication that these numbers will change with increased enrollment. Dr. Erardi replied that there was nobody in line who had booked an appointment with Mrs. Passamano, District Registrar that would affect the Strong School Kindergarten number. Mrs. Carmody noted that they have three classes of 18 in the Derynoski School Kindergarten and other schools and they are trying to be equitable. She would like to see the classes reduced too; but, the Board had to look at the whole picture.

MOTION: by Mrs. Lombardi, seconded by Mrs. Notar-Francesco:

“Move to add a .5 FTE position to the Strong School Kindergarten.”

Mrs. Carmody questioned if there was money available to do this. Dr. Erardi replied that there was breakage in rental fees as Mrs. Notar-Francesco mentioned in July and August. The rental contract of approximately \$13,000 will begin with Borghese on September 1, 2012. Administration had planned to request from the Board to use that breakage money of \$26,000 for furniture, fixtures and equipment at the new facility.

Mr. Oshana questioned how the administrators at the schools felt about the enrollment matrix. Dr. Erardi replied that he, Mrs. Smith and Mrs. Hunt met with every elementary school administrator multiple times. The conversation with Mrs. Lackner was that she strongly advocated for a third section of Kindergarten. His concern was that they do not have Kindergarten class size numbers of 12, 13 or 14 students at all of the other elementary schools. He did not know what would happen between now and the start of the school year with the numbers. The grid before the Board tonight was the endorsement and recommendation of the administration. He added that at some point during the day there was also paraprofessional support in Kindergarten.

Mr. Oshana asked what the administration has seen in terms of Kindergarten numbers over the last several years. Mrs. Smith replied that 18 students in a Kindergarten classroom was extremely reasonable. She cautioned the Board to be aware that school has not started and there are other Kindergarten classrooms throughout the district with 18 students. If school opens, and some of these potential hotspots turn into 19 students, administration would have to think about what to do as a reaction because once they do it one time the philosophy has to hold across the board. She would love to see 15 or 16 students or even lower across the board in Kindergarten and Grades 1 and 2.

Mrs. Lombardi questioned about taking in more Project Choice students at the Kindergarten level at Strong School and then add another section. Mrs. Smith replied that they had to declare the Project Choice numbers that the district was willing to accept by an early spring date in order to be eligible for reimbursement. The district declared that they would welcome 15 additional students into our Kindergarten program at three locations. We had four principals come forward who indicated their willingness, based on their enrollment and current programming, to take Project Choice students and those were the schools that administration went with. Mrs. Smith will inquire if they are able to declare additional seats in locations that administration had projected would be available.

Mrs. Johnson noted that they always have the opportunity to bring paraprofessionals into the classrooms. She suggested to wait until after school starts and at the next Board meeting, if needed in classes, put in some extra adult help.

Mr. Goralski was uncomfortable to say that they had classes of 13 students when there is no parity that equals classes of 12 or 13 students.

ROLL CALL VOTE: YES – Mrs. Lombardi, Mrs. Notar-Francesco. NO – Mr. Oshana, Mrs. Queen, Mrs. Carmody, Mrs. Clark, Mrs. Johnson, Mr. Goralski. **Motion did not pass with two in favor and six opposed.**

e. Staff Update 2012-2013

Dr. Erardi reported that the annual New Teacher Orientation will be held August 23 and 24, 2012. There are approximately 24 new staff members. He thanked Kimberly Hunt, Personnel Manager, for her outstanding work in the hiring of new staff.

11. NEW BUSINESS

a. Superintendent's Annual Report

Dr. Erardi explained that if the Board approves this document it would then be distributed as per Connecticut state statute.

MOTION: by Mrs. Queen, seconded by Mrs. Clark:

“Move to approve the Superintendent's Annual Report for the 2011-2012 school year, as submitted.”

Mrs. Clark and Mrs. Queen were impressed with the list of extraordinary accomplishments and commended administration and staff.

Mrs. Queen questioned about attracting a larger pool of substitute teachers. Dr. Erardi explained that the Board took action within the operational plan and that on or around January 1st an additional \$5.00 per diem would added. They plan to add another additional \$5.00 within the 2013-2014 operational plan to be competitive with surrounding towns.

Motion carried unanimously by voice vote.

b. Superintendent's Proposed Goals for 2012-2013

MOTION: by Mrs. Carmody, seconded by Mrs. Clark:

“Move to approve the proposed Superintendent's Goals for 2012-2013, as submitted.”

Mr. Goralski and Mrs. Queen agreed that the superintendent's goals were always ambitious; but, every year they have been met under Dr. Erardi's leadership. Dr. Erardi replied that the goals were a district-wide effort.

Motion carried unanimously by voice vote.

c. Opening of School Dates 2012-2013

These were key dates for August, September and early October for Board members to consider.

Mrs. Johnson understood that the school system was no longer distributing calendars to parents and questioned what was being done instead. Dr. Erardi replied the calendar will be posted on the school district's website and parents will be informed through a voicemail blast along with monthly newsletters from the schools on where to view the calendar.

d. Closeout of 2011-2012 Budget

Mrs. Notar-Francesco announced that the 2011-2012 budget was closed out with a remaining balance of \$3,742.16, which would remain in the town's general fund.

MOTION: Mrs. Notar-Francesco, seconded by Mrs. Carmody:

“Move to approve the fiscal year closeout for 2011-2012.”

Motion carried unanimously by voice vote.

e. Obsolete Textbooks

Mrs. Smith reported that this year, if they are not able to constructively dispose of the obsolete textbooks, Mr. Goodwin and Mr. Cox have been involved with establishing companies that would be interested in the obsolete textbooks. Every year is different and sometimes for free they would be able to dispose of some books and other times they would get a reimbursement.

Dr. Erardi explained that Rachel Wache from the American Legion Auxiliary was interested in the opportunity to look at the obsolete books and would get first look.

Mrs. Notar-Francesco was concerned because this was a request from the Board last year and it seemed to have fallen through the cracks and now they have a concise plan on how to move forward. Every year the Board has talked about having donations made and, obviously, the donations were not accomplished.

There was some discussion on the reading books included on the list.

MOTION: by Mr. Oshana, seconded by Mrs. Carmody:

“Move to approve the disposal of the outdated textbooks, as submitted”

Motion carried unanimously by voice vote.

f. Sequestration ~ Budget Control Act

Dr. Erardi explained the “Super Committee” assigned through the federally Legislated Budget Control Act failed to identify spending reductions (\$1.2 trillion over 10 years). Congress moved a 9% reduction across all the federal money that comes to local school boards. In our school district, it represents an approximately \$125,000 reduction in grants for the 2013-2014 school year.

Mrs. Johnson felt that the Board should contact all our Washington representatives and send them a letter telling them exactly what this particular impact is having on Southington. The Board approved having Mr. Goralski send a letter to all the candidates. Dr. Erardi explained that he had a conversation with the Connecticut delegation and the common theme was that nothing will change until after the November elections.

g. Student Discipline at Southington High School

MOTION: by Mrs. Carmody, seconded Mrs. Notar-Francesco:

“Move for the expulsion of student #1213-1 as stipulated by the Superintendent.”

Motion carried unanimously by voice vote.

MOTION: by Mrs. Carmody, seconded by Mrs. Notar-Francesco:

“Move for the expulsion of student #1213-2 as stipulated by the Superintendent.”

Motion carried unanimously by voice vote.

12. ADJOURNMENT

MOTION: by Mrs. Notar-Francesco, seconded by Mrs. Clark:

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 9:45 p.m.

Respectfully submitted,

Linda Blanchard

Recording Secretary

**SOUTHINGTON BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

**EXECUTIVE SESSION
AUGUST 16, 2012**

Board of Education Members Present: Mrs. Terri Carmody, Mrs. Colleen Clark, Mrs. Patricia Johnson, Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mr. Zaya Oshana, Mrs. Patricia Queen, and Mr. Brian Goralski.

Board of Education Members Absent: Mr. David Derynoski.

Administration Present: Dr. Joseph V. Erardi, Jr., Superintendent of Schools; Mrs. Karen Smith, Assistant Superintendent, and Dr. Perri Murdica, Senior Coordinator Pupil Personnel.

Others Present: Attorney Jessica Ritter, Shipman & Goodwin LLP.

1. CALL TO ORDER

Mr. Brian Goralski, Board Chairperson, called the Executive Session to order at 6:35 p.m.

2. EXECUTIVE SESSION FOR SEA CONTRACT NEGOTIATIONS, UPSEU PARAPROFESSIONAL NEGOTIATIONS, AND STUDENT MATTERS

MOTION: by Mrs. Carmody, seconded by Mrs. Notar-Francesco:

“Move to go into Executive Session, excluding the public and the press, for the purpose of discussing SEA Contract Negotiations, UPSEU Paraprofessional Negotiations, and Student Matters, and upon conclusion reconvene to public session.”

Motion carried unanimously by voice vote.

Attorney Jessica Ritter left Executive Session at 6:59 p.m.

MOTION: by Mrs. Carmody, seconded by Mrs. Clark:

“Move that the Board come out of Executive Session.”

Motion carried unanimously by voice vote.

The Board came out of Executive Session at 7:20 p.m.

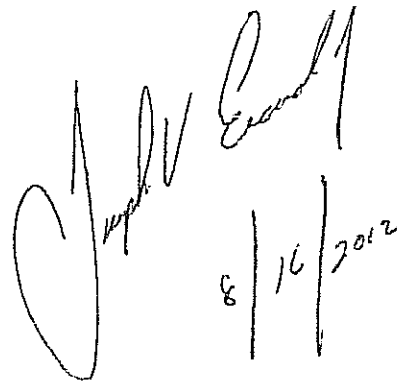
Respectfully submitted,



Jill Notar-Francesco, Secretary
Southington Board of Education

Administration: Board of Education Update August 16, 2012

1. BOE / School Liaison: 2012-2013 (Attachment #1)
2. Building Tour – Opening Day: Thursday, August 30th
3. Breakfast Program: K-12 Update
4. CAFE Workshop – Effective Local Boards (Attachment #2)
5. Saturday Spanish Academy – Grant Proposal (Attachment #3)



Handwritten signature and date: 8/16/2012

**2012-2013
PROPOSED ADOPT-A-SCHOOL
BOARD REPRESENTATIVES**

SCHOOL	SCHOOL BOARD REPRESENTATIVE
ALTA @ Pyne Center	Brian S. Goralski Terri C. Carmody
Southington High School	Brian S. Goralski Terri C. Carmody Patricia P. Johnson Zaya G. Oshana Patricia A. Queen
DePaolo Middle School	Terry G. Lombardi Patricia A. Queen
Kennedy Middle School	Colleen W. Clark Patricia P. Johnson Zaya G. Oshana
Derynoski Elementary School	David J. Derynoski Patricia P. Johnson
Flanders Elementary School	Jill Notar-Francesco
Hatton Elementary School	Patricia A. Queen
Kelley Elementary School	Terry G. Lombardi
Plantsville Elementary School	David J. Derynoski Jill Notar-Francesco
South End Elementary School	Colleen W. Clark
Strong Elementary School	Brian S. Goralski
Thalberg Elementary School	Terri C. Carmody David J. Derynoski
Open Choice	Colleen W. Clark Jill Notar-Francesco

Conditions and Indicators

<i>Condition for Productive Change</i>	<i>Indicators in the Environment</i>
<p style="text-align: center;">-1- Connections Across the System</p> <p>People working together because it is important to them to improve education for students.</p>	<ul style="list-style-type: none"> • Shared decision making rather than mechanically making/mandating things happen. • Information flows in all directions with a high degree of involvement at all levels. • An ongoing emphasis on improvement (continuous effort to get even better) rather than seeing improvement as a way to solve a single problem or maintain the status quo. • People are connected across the system through involvement structures such as shared decision making and school improvement processes. • All people in the system are working together around a shared purpose that is important to them. • Collective efforts to improve because it's the right thing to do for kids – not because it's a mandate.
<p style="text-align: center;">-2- Knowing What it Takes to Change Achievement</p> <p>A shared understanding about the type of learning culture needed to improve achievement and how to organize the district to make it happen.</p>	<p>Understanding the importance of key elements such as:</p> <ul style="list-style-type: none"> • Using data and information to focus initiative and select best practice strategies to improve instruction. • Various groups existing to support staff learning. • An intensive focus on implementation as well as effects for students. • Improvement efforts that are led and shaped by clear vision, goals, school improvement plans, teams, continuous study, processes for decision making, collective effort, etc. • Close alignment of curriculum/instruction/ and assessment to inform improvement efforts. • A reasonable level of agreement, adequate amount of professional development, staff organized to work together to achieve implementation, a focus on teaching and learning. • Resources aligned to support implementation. • Improvement initiative is intentionally protected from fragmentation. • All parts of the system working together.
<p style="text-align: center;">-3- Workplace Support</p> <p>Staff are supported in ways that help them succeed at improving student learning.</p>	<ul style="list-style-type: none"> • Confidence in the ability of the system to improve learning for all students. • Restructured time to allow for collective study as part of the work day. • School staff organized into small study groups/teams that are connected to the larger community but responsible for one another. • Individual's work and results are public, scrutinized, supported, and responsibility is shared. • Staff feels efficacious/effective and confident they can succeed.

<p style="text-align: center;">-4-</p> <p style="text-align: center;">Professional Development</p> <p>An understanding of the purpose for and process of developing people as professionals.</p>	<ul style="list-style-type: none"> • Professional development is an embedded feature of the work place. • Professional development is structured as an ongoing inquiry into the focus area for improvement (reflective study content, instruction, and effects for students). • Professional development is consistent with what research says it takes to change practice at the classroom level. • Instructional practice improves in ways that have a significant impact on student learning.
<p style="text-align: center;">-5-</p> <p style="text-align: center;">A Balance Between Districtwide Direction and Building Level Autonomy</p> <p>Reliance on data to establish a balance between focus and direction from a district perspective with latitude at the building level - in order to achieve equity across the system.</p>	<ul style="list-style-type: none"> • Relentless use of data and information to determine districtwide needs and to help buildings determine their contribution to the districtwide effort. • Focused alignment of improvement goals across the entire system. • Use of action research processes, such as: <ul style="list-style-type: none"> – Deep reliance on data and information to guide and monitor improvement efforts—internal and external information about student learning and the learning environment (which includes instruction, assessment, materials, etc.). – The district is connected to the external knowledge base on teaching and learning. – Regular monitoring of progress by monitoring implementation and effects for students. – Actions are modified based on results.
<p style="text-align: center;">-6-</p> <p style="text-align: center;">A Strong Community Connection</p> <p>An understanding of how to generate community involvement and shared responsibility for improvement.</p>	<ul style="list-style-type: none"> • There is a close connection to the community. • The distinctions between the professional and lay community are "blurred" because of level of involvement, support, and shared responsibility. • The community is involved in the functions of the district wherever possible. • The school district is responsive to community needs and wishes. • The community feels responsible for the success of the school district. • Staff and board regularly comment on the community support.
<p style="text-align: center;">-7-</p> <p style="text-align: center;">Distributed Leadership</p> <p>Broad-based leadership to provide direction and focus for the improvement work. Strong but sensitive leadership, at all levels of the system, from dynamic leaders.</p>	<ul style="list-style-type: none"> • Vigorous, integrative leadership is generated and supported at all levels. • The leadership in the organization keeps the focus on the few things the organization must do well in order to succeed. • There is a democratic process that holds the organization together around their improvement efforts. • Leaders are effective diagnosticians, problem solvers, and able to help others identify needs and create solutions.

Saturday Spanish Academy Program

Southington Public Schools
Southington, CT (Hartford Country)

Organization Background

The Southington Public Schools district has 6,826 students enrolled at its eight elementary schools, two middle schools, and one comprehensive high school. High school students are offered a four-year program in five languages: French, Spanish, Italian, German, and Latin. Middle school students are offered a two-year program in French or Spanish. Students who continue their language study, begun in middle school, effectively complete a five-year foreign language study. High school students can elect to continue the language they studied in middle school, switch to a different language, or add a second language. The SPS world language department focuses on active communication and aims to prepare students to become culturally competent in the language(s) and culture(s) that they study.

Program Description

The Saturday Spanish Academy (SSA) program would be a newly implemented program, serving 60 to 80 elementary students in Grades 3, 4, and 5 in Southington, CT. The SSA would be located at Derynoski Elementary School, which is a centrally located school in our community. The program would run for two hours on each of ten Saturdays in two separate sessions (one spring session and one fall session). Two qualified, state-certified Spanish language teachers would be hired to run this enrichment program. Parents would be responsible for providing transportation to and from the program location.

All Southington students in Grades 3, 4, and 5 would be eligible to participate in the program. Parents would be required to complete a lottery application form, listing simply their child's name, grade, school, and telephone number; and providing consent for their child to participate in the program. Thirty to forty students would be randomly chosen via the lottery system for each session.

The academy would offer exposure to Spanish culture by using music, games, art, stories, and food as it instructs its students in the use of the Spanish language.

The two primary objectives of the SSA will be (1) to instruct students in introductory vocabulary via spoken and written Spanish and (2) to foster in students a greater appreciation of Spanish culture including common celebrations, customs, and geography.

Need for Program

The Southington Public Schools district recognizes the need to expose children at a very young age to a variety of languages and culture. However, our current economic situation and the many demands of the public schools do not

allow for full expansion of the SPS's current world language offerings into the elementary schools. The Saturday Spanish Academy (SSA) would provide opportunities for enrichment and diversity in Southington's elementary students in Grades 3, 4, and 5. Spanish is the predominant second language in communities throughout Hartford County, and thus, the SSA would assist the school system in providing Southington students with the skills they need in order to compete in an increasingly diverse and global economy.

Timetable

If notified in December that the Saturday Spanish Academy will be funded by the TD Foundation, then the Southington Public Schools would proceed as follows:

December, January, and February – Purchase all necessary program supplies; hire two qualified, state-certified Spanish language teachers; advertise the program's spring session in school newsletters, local newspapers, and on the district website; provide lottery applications; hold selection lottery to choose participating students

March, April, and May – Fully implement the Saturday Spanish Academy by conducting the spring ten-week session; pre-test all participants in Spanish vocabulary and knowledge of Spanish customs during first Saturday class and post-test at last Saturday class

June and July – Evaluate effectiveness of program by comparing pre- and post-test scores; make curricular and/or program adjustments, as needed

August through mid-September – Advertise the program's fall session in school newsletters, local newspapers, and on the district website; provide lottery applications; hold selection lottery to choose participating students (Lottery preference would be extended to those who were not selected in the spring session.)

Mid-September through November – Conduct the fall ten-week session; pre-test all participants in Spanish vocabulary and knowledge of Spanish customs during first Saturday class and post-test at last Saturday class

December – Conduct a final program evaluation by comparing pre- and post-test scores; seek funding to continue program if the Saturday Spanish Academy is found to be successful

Program Budget

The program budget of \$5,000 is dependent on two items, teacher salaries (\$3,600) and program materials/supplies (\$1,400). Classroom space, janitorial expenses, and utilities will all be provided in-kind by the Southington Public Schools.

Teacher Salaries – Two teachers per session will be paid for twenty hours of instruction plus ten hours of program preparation time. The hourly contractual wage for extracurricular work is \$30. Two teachers @ \$30/hour x 30 hours/session x two sessions = \$3,600.

Materials/Supplies – Estimated costs of purchasing materials (such as Spanish games, cultural food items, art supplies, books, printing of lottery applications, etc.) is \$700 per session x two sessions = \$1,400.

Other Funding Sources

At this time, there are no additional funding sources. If the TD Charitable Foundation generously supports our program in its initial year, we will seek additional community support to continue the program.

Description of Measurement Tools

The two teachers hired to implement the Saturday Spanish Academy will devise a pre-test to assess student's knowledge of introductory Spanish vocabulary (both written and spoken) as well as knowledge of basic Spanish culture. Representative faculty members from Southington's middle schools and high school world language departments will provide input and approval to the design of the Saturday Spanish Academy pre-test. At the conclusion of each ten-week session, students will retake the test as a post-measurement. Comparison of student pre- and post-scores will be used to measure the program's success. Additionally, student participation attendance records will be maintained.

Communication and Public Relations Plan

Information regarding the Saturday Spanish Academy (SSA) will be communicated via monthly school newsletters, our local newspapers, and our district website. Additionally, announcements will be made in all 3rd, 4th, and 5th grade classrooms to explain the SSA to students and to generate student enthusiasm for academy participation. Lottery applications will be provided to all students in Grades 3, 4, and 5. These applications will also be provided in each elementary school office. At the conclusion of the program's initial year, an evaluation of the program's effectiveness will be shared with parents, world language staff members, school administrators, and board of education members.

In all communications, the generosity of the TD Charitable Foundation will be mentioned. Southington's TD Bank employees will be invited to attend any and all Saturday classes. (TD Bank has three full-service locations in Southington as well as a branch at Southington High School.) Photo opportunities showcasing the involvement of the TD Charitable Foundation will be provided (with approval from TD employees) to ensure that our community is fully aware of the foundation's support of education in Southington's public schools.