

**SOUTHINGTON BOARD OF EDUCATION**

**SOUTHINGTON, CONNECTICUT**

**REGULAR MEETING**

**OCTOBER 10, 2013**

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The regular meeting of the Southington Board of Education was held on Thursday, October 10, 2013 at 6:30 p.m. in the Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut.

**1. CALL TO ORDER**

**2. EXECUTIVE SESSION TO DISCUSS SOUTHINGTON ADMINISTRATORS NEGOTIATIONS, PERSONNEL AND SAFETY ~ 6:30 P.M.**

An Executive Session meeting was held from 6:33 p.m. through 7:05 p.m. in the Municipal Center Technology Training Room.

Board members present were Mr. Brian Goralski, Chairperson, Mrs. Terri Carmody, Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Patricia Johnson, Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mr. Zaya Oshana and Mrs. Patricia Queen.

Present from administration were Dr. Joseph Erardi, Jr., Superintendent of Schools; Mrs. Karen Smith, Assistant Superintendent and Mrs. Sherri DiNello, Director of Business and Finance.

Also present were Mr. Robert Brown, Southington Education Association President, and Mr. Jeffrey Shaw, Music Director at Southington High School, who attended Executive Session from 6:36 p.m. through 6:49 p.m.

**3. BOARD OF EDUCATION RECOGNITIONS**

At 7:10 p.m., in Celebration of Excellence, the Board recognized Catherine Riccio from Southington High School who was selected as the 2013-2014 Southington Paraprofessional of the Year and given a standing ovation. She was presented a plaque by Mr. Goralski, Board Chair.

The administration recognized the distinguished retirees from 2012-2013 and gave a brief history of each of the retirees in attendance. They were presented with a clock and a box of Fascia chocolates by Mr. Goralski, Chair, Mrs. Carmody, Vice-Chair, and Mrs. Notar-Francesco, Secretary. The retirees in attendance were:

Name	Facility	Position	Yrs. of Service
Karen Andres	Hatton	Speech Pathologist & Pre-K Facilitator	16
Andrew Bayer	SHS	Assistant Principal	12

Barbara Belanger	Alta	Secretary	31
Roseanne Carey	SHS	Special Education Teacher	19
Gail Doerfler	SHS	Social Studies Teacher	28
John Formeister	DePaolo	Head Custodian	23
Betty Ann Hardy	DePaolo	Secretary to Principal	24.5
Maureen Konfala	DePaolo	Language Arts Teacher	18
Madonna Lemay	KES, PES, SES, TES	Art Teacher	37
Elizabeth Lutz	Kelley	Principal	17
Elaine Meccarillo	Hatton	Grade 5 Teacher	39
Francis Paul	DePaolo	World Language Teacher	42
Aurora Pedrolini	SHS	Business Teacher & Dept. Chair	35
Judith Roberge	SHS	Special Ed. Paraprofessional	30
James Russo	Kelley	Grade 4 Teacher	35
Shirley Saccoman	DePaolo	Special Ed. Paraprofessional	8
Jane Syme	Derynoski	Speech & Language Pathologist	7
Richard Truncali	DePaolo	Business Computer Teacher	39
Janice West	Derynoski	Music Teacher	37.5

Retirees unable to attend were:

Name	Facility	Position	Yrs. of Service
Elizabeth Chester	District	Language Arts Coordinator	6
Paul Clements	SHS	Head Custodian	33
Lewis Grower	SHS	Technology Ed. Teacher	3
Richard Hills	Kennedy	Special Ed. Paraprofessional	5
Charlotte Hinckley	South End	Special Ed. Paraprofessional	29
Lee Jones	PES/TES	Music Teacher	26
Doreen Leahy	SHS	Physical Education Teacher	38
Carmen Lord	SHS	English Teacher	33
Anthony Mauro	SHS	Custodian	17
Janine Peerless	Kennedy	Special Ed. Paraprofessional	11.8
Janice Sullivan	SHS	Family & Consumer Science	30
Lynne Smith	Kennedy	World Language Teacher	35
Rudolph Royko	SHS	Science Teacher	35

**4. RECONVENE MEETING ~ REGULAR SESSION**

The regular session was reconvened at 7:52 p.m. by Chairperson, Mr. Brian Goralski. Board members present were Mrs. Terri Carmody, Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Patricia Johnson, Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mr. Zaya Oshana and Mrs. Patricia Queen.

Present from the administration were Dr. Joseph Erardi, Jr., Superintendent of Schools; Mrs. Karen Smith, Assistant Superintendent; Mrs. Sherri DiNello, Director of Business and

Finance; and Dr. Perri Murdica, Director of Pupil Services. Student representative present was Miss Stephanie Krar.

There were approximately 13 people in the audience.

**5. PLEDGE OF ALLEGIANCE**

Miss Krar led the audience in reciting the Pledge of Allegiance.

**6. APPROVAL OF MINUTES ~ September 26, 2013**

**MOTION:** by Mrs. Notar-Francesco, seconded by Mrs. Queen:

**“Move to approve the Board of Education minutes of September 26, 2013, as amended.”**

**Motion carried unanimously by voice vote.**

**7. COMMUNICATIONS**

**a. Communications from Audience**

Art Cyr, 103 Berlin Avenue, addressed Bread for Life and statements that he has heard from the Derynoski School PTO that, if the Bread for Life facility is built adjacent to Derynoski School, they will stop donating to the Food Pantry. Mr. Cyr noted that an erroneous newspaper article stated that Bread for Life does the town’s Food Pantry. He clarified that the Food Pantry is run by the Town of Southington Community Services and is located on Norton Street in Milldale. If people want to protest the Bread for Life, he requested that they don’t take it out on the Food Pantry, which is spearheaded by Janet Mellon who is a very hard worker. He asked the Board members to convey to the PTOs not to punish the Food Pantry because it is not run by Bread for Life.

Bob Brown, 587 Burritt Street, stated that he is a teacher at Southington High School and the union president for the teachers in town. He felt that everyone should be so proud of the people who work in this town to educate children. He thanked the Board for honoring the retirees tonight and personally thanked the retirees for all that they have given to educate our children.

**b. Communications from Board Members and Administration**

**Communication from the Board Members:**

Mrs. Carmody visited an All-Day Kindergarten class at Thalberg School. She observed the children doing a cooperative learning lesson with Legos and figuring out numbers. She spoke to the teachers and some of the students and they all love the All-Day Kindergarten. She also visited a first grade classroom that was working on the Enrichment Program in the core schedule at Thalberg School. She could not believe the topics the first grade students were choosing for enrichment and personalized learning, along with the questions that they were asking and the differentiation that was occurring in the classroom. Mrs. Carmody also visited

ALTA and was very impressed with an English class where they were working on descriptive reading and writing with contrast and comparing. She also visited a math class at ALTA where they were learning how to estimate. She noted that, as a former teacher, it was a very rewarding day for her to visit both schools.

Mrs. Lombardi gave an update on the Virtual STEM Online University proposal and stated that the committee will be forming a Professional Learning Community comprised of interested district administrators and faculty members. She noted that these teams will develop and create the premier lesson design plans that will be the initial loading into the Online University. Each grade level will have an initial lesson design plan on this site. This week, the Southington Education Foundation Executive Board took action to underwrite the launch of this project and committed \$13,000 to the initial work. This is another form of collaboration and external funding that is coming into our district. This community group will launch within the next month.

Mr. Derynoski stated that he was a member of the Technology Advisory Board and that at the end of the last school year his company, EDAC, offered to invite some students to tour their facility. Over the last three days, his company hosted 122 Southington Project Lead the Way students who toured their facility in the morning on a very tight schedule with an orchestrated itinerary that covered all the things his company does from an engineering, quality control, and manufacturing perspective. He thought that the outcome was far greater than he ever expected. The management of his company took the reins and put together a really good show for these students. He noted that the 122 students in Project Lead the Way set the bar high with their questions, enthusiasm, focus, and interaction with company officials who were very impressed. It was amazing the number of students who showed up in shirt and ties. He stated that his company is planning to do something for next year. Mr. Derynoski noted that there was an article in the Record Journal newspaper that highlighted the visit. He explained that manufacturing is in a high growth mode, but they cannot find enough people. There was an offer made by upper management of his company to the Southington High School Project Lead the Way seniors that at the end of the school year, if they still have an interest in getting into aerospace engineering, the door at EDAC was open to them.

Mr. Goralski asked the administration to share Mr. Derynoski's story with Mr. Justin Mirante and his colleagues who teach Project Lead the Way because it is a compliment to them. Dr. Erardi thanked EDAC and noted that the students felt that it was an extraordinary experience.

Mrs. Queen explained that last Friday she attended the Southington United Soccer game on the turf field and heard Gabby Baker, a student representative on the Board, sing the National Anthem, which gave her the chills because it was so beautiful. She noted that this was week two of three Friday's in a row where the athletic teams at the high school took to the turf field for something larger than just a sporting contest. The prior Friday was a Military Appreciation Night by the Southington High School football team. The second Friday was the Southington United Soccer game in which all proceeds went to United Way of Southington, as well as 400 pounds of food donated to Community Services. This Friday is the Pink Game where the football team will be playing to raise awareness of Breast Cancer. Mrs. Queen announced that on Friday, October 11 at 6:00 p.m. NBC Channel 30 will have a feature on Southington High School and New Britain High School who are playing each other.

**MOTION:** by Mrs. Clark, seconded by Mr. Oshana:

**“Move Agenda Item 11.a “CAPT / SAT / AP / College Report” to Agenda Item 8.b.”**

**Motion carried unanimously by voice vote.**

Mr. Goralski announced the following:

- He had information regarding the CABE Conference and the Delegate Assembly for those Board members who are interested in attending. There was also an opportunity for three students from Southington High School to attend.
- The Wall of Fame ceremony that honors former Southington High School students will be October 21, 2013 at 6:00 p.m. at Southington High School.
- The Red Ribbon Rally will be held on Tuesday, October 15 on the Town Green from 6:00 p.m. through 7:15 p.m.

**Communication from Administration:**

Dr. Erardi reported on the following:

1. STEPS: Asset of the Month: Dr. Erardi provided an Asset Building Classrooms chart to the Board indicating the assets of the month for when Board members visit their respective schools.
2. Southington Education Foundation: Virtual STEM University: Dr. Erardi stated that he spoke with Mrs. Lombardi earlier today and was happy that she reported on this.
3. Science Coordinator K-12 Update: Dr. Erardi explained that applications were closed today for the K-12 Science Coordinator and there was a rich applicant pool. In the next three to four weeks, administration will be bringing the candidate to the Board.
4. Middle School Neighborhood Partnership: Dr. Erardi explained that he has continued an ongoing relationship and articulation with the middle school neighbors, especially at Kennedy Middle School where the residential piece is much greater. There will be another meeting after the Public Building Committee meets, which will be October 15.
5. School Calendar: 2014-2015: Dr. Erardi explained that the calendar that annually comes before the Board in January will have two additional items. 1) Legislation to change the calendar, which Dr. Erardi believes should stay at the local level. 2) In partnership with the Common Core State Standards, there is a possibility of a reoccurring one-day a month shortened day. Mr. Goralski requested that the 2014-2015 School Calendar be an agenda item in late November or early December 2013.

**c. Communications from Student Representative**

Miss Stephanie Krar reported on the following:

- Her fellow student representatives were absent because Gabby Baker had an appointment and Abby Harris was sick.
- The French Exchange students were arriving at the high school at 10:30 p.m. tonight and will be in classes on Friday. There will be four French Exchange

students in her French class. They will be visiting Boston and New York City and staying in Southington for 10 days.

- On Friday, October 11, the National Honor Society is sponsoring a Blood Drive.
- The Southington High School football team was selected by NBC 30 for the “Game of the Week” that will take place Friday, October 11 at 7:00 p.m. against New Britain High School.
- This year, the Yearbooks are online.
- The SATs were held on Saturday, October 5 and the seniors are anxiously awaiting their scores.
- ACT scores came in today for the seniors who took them during September.
- Next Wednesday, the PSATs will be held for the sophomores and juniors. It comes with My College Quickstart, which outlines the entire PSATs and explains the questions that the student got wrong or right. She felt that it was a helpful study technique.
- During the PSATs, the 500 seniors will have their class picture taken in the gym by Art Rich Photography followed by a class meeting with Class Advisors. The seniors will then be divided into three groups by alphabet and rotating between three different stations. A CCSU Police Sergeant will be giving a presentation on campus safety. The guidance department will be talking to the students about internship opportunities, which are nine-week programs that run throughout the school year through the Chamber of Commerce. There will be a Naviance college tutorial in the computer rooms with guidance counselors.
- During the PSATs, the freshmen will be attending four presentations. There will be an “Intro to Naviance” with Mr. Bugnacki. There will be a bullying assembly with Officer MacKenzie and Mr. Terino. The freshmen will be filling out questionnaires and writing notes that will be put in a time capsule and, when they graduate, they will be able to open it. The time capsules were started last school year. There will be a seminar on “*If you can do high school over again*” where 15 freshmen meet with two seniors. Miss Krar will be one of those seniors.

## 8. REPORT OF THE SUPERINTENDENT

### a. Personnel Report

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

**“Move to approve the Personnel Report, as submitted.”**

**Motion carried unanimously by voice vote.**

### b. CAPT/SAT/AP/COLLEGE REPORT *(formerly Agenda Item 11.a)*

Dr. Martin Semmel, Principal of Southington High School, gave a PowerPoint presentation on the results of the 2013 Connecticut Academic Performance Test (CAPT), Advanced Placement (AP), and SAT scores, and the Class of 2013 College Acceptance Report. Dr. Semmel explained that the success that they see in the test results is due to the collective work of the entire Southington public school district. The high school benefits from all the work

that is done by the vision of the Board, leadership of central office, the work of the Kindergarten teachers all the way through high school.

#### Connecticut Academic Performance Test (CAPT):

Dr. Semmel explained the following:

- CAPT is broken down into five strands: Advanced, Goal, Proficient, Basic and Below Basic. He stated that the goal across the district is Goal because Proficiency is not high enough of a standard for Southington students.
- The comparative results for the CAPT showed a five-year trend in Mathematics (3<sup>rd</sup> generation CAPT) with the percentage of test takers. He noted that this is truly a celebration for any department that focuses on math because the goal scores went from 64.1% in 2009 up to 75.1% in 2013, which was the goal set as part of the high school's School Improvement Plan three years ago.
- The Five-Year Trend in Science was again upward with 49.9% at Advanced or Goal in 2009 and 66.3% in 2013. He stated that they are always looking for a trend line in a positive direction, which shows that their strategies are having an impact on the students.
- The Five-Year Trend in Reading across the Disciplines showed a little drop from 2012 to 2013. In 2012, 67.4% of students were at Advanced or Goal compared with 65.3% in 2013. He did not feel that this was disappointing because they kept the majority of students at Advanced or Goal from the year before and the percentage of students at Basic & Below Basic and Proficient were higher in 2013 than in 2012.
- The Five-Year Trend in Writing across the Disciplines was an area of success because the percentage of students at Advanced or Goal was 57.2% in 2009 and 72.3% in 2013. He noted that these were great trend lines to end with if this is the last time that they administer the CAPT test.

#### Advanced Placement Report:

Dr. Semmel explained the following:

- For the 2013-2014 school year, the high school is offering 17 Advanced Placement courses.
- He noted that the Environmental Science class was removed due to limited enrollment. In 2011-2012, there were 12 Advanced Placement courses offered, and in 2012-2013 there were 18 courses.
- The highest score a student can get on the AP exam is a 5, which is extremely well qualified.
- The Five Score Bands are: 5 (Extremely Well Qualified), 4 (Well Qualified), 3 (Qualified), 2 (Possibly Qualified) and 1 (No Recommendation).
- He noted that the College Board indicated that, even if a student gets a 1 on the exam, the student is still better prepared for college because the student experienced the rigor and challenge of an AP course.
- The Five-Year trend in AP showed the number of seats filled in 2009 at 309 and in 2013 the number of seats filled at 574. He explained that the 574 does not mean 574 different students; it meant that a student could be taking three courses and that student would be filling three seats in the AP classes. This year, the number of seats is less, with 559 seats filled. He stated that the number of students climbed from 204 students in 2009 to 274 in 2013.
- The percentage of AP students with scores of 3 or higher in 2013 was 81.4%.
- The percentage of the total AP students with scores of three, four or five in Southington was higher than the Connecticut and global percentages. In Southington, it was 81%, in Connecticut it was 75%, and global was 61% that were qualified, well qualified or extremely

well qualified. He noted that the number for Southington has been flat from 2009 through 2013; however, they are adding tests, more tests are being taken, and they are increasing the pool of students who are challenging themselves.

#### SAT 2013:

Dr. Semmel explained the following:

- There are three tests on the SAT: Mathematics, Critical Reading, and Writing.
- The score ranges from 200-800 on each test with the national average of 1500. Southington High School's average is 1570. The highest score that a student can get is 2400.
- The percentage of test takers in Southington in 2013 was 79.1%. He believed that, because the PSAT is now offered to tenth and eleventh graders, it has increased the number of test takers for the SAT because they get the previous experience.
- He noted that the percentage of students scoring a 600 or above this year is higher than in previous years. He pointed out that 23.7% of our students scored a 600 or above in mathematics and that colleges start looking closer at a student in the 600 range.
- The Critical Reading scores overall are flat; however, a 514 in 2013 as an average score is excellent compared to Connecticut and the nation.
- In Mathematics, the average score was 529 in 2013 for Southington, and the state and nation are way behind Southington in terms of the SAT math score. However, Southington's math score could be considered flat since 2009.
- In writing, Southington saw a huge increase because there has been a tremendous effort in writing between the English department and all departments at the high school. The Writing score in 2012 was 513 and jumped to 527 in 2013.
- What was disappointing was the national score of 488 in 2013.

#### College Acceptance Report:

Dr. Semmel presented a three-year trend and reported on the following:

- College acceptance for the Class of 2013 at Southington High School was 86.7% of students attending post-secondary educational institutions.
- Graduates attending a four-year college increased to 63.1%. He noted that economy sometimes has an effect.
- These scores were cause for celebration and he congratulated all the teachers, Pre-K through Grade 12, because all the students who attend Southington High School need to be at a certain level for the high school to get them to the level shown in the these reports.

Dr. Semmel recommended the following:

- Every student should be challenged in their appropriate course load, and the high school will continue to use programs such as AP Potential. If a student can take an AP class, then they will encourage the student and their family that it is the right decision and provide the support and safety nets for success.
- Hire and retain the best teachers.
- Support our teachers every day.
- Provide teachers with the tools necessary to teach in the 21<sup>st</sup> Century.
- Significantly increase opportunities for teachers/administrators to collaborate around instruction and assessment.
- Stay focused on School Improvement Plan.



Mrs. Lombardi asked if the ALTA students were included in the CAPT data. Dr. Semmel believed that they were, but he will check and get back to the Board. She asked for SAT data also regarding ALTA students and would like the trend over the years. Dr. Semmel noted that it is hard to look at trend data for small populations with specific needs.

Mrs. Clark liked the AP challenge and asked what Dr. Semmel tells the parents who don't want their child to take an AP course because of grades. Dr. Semmel replied that the guidance counselors explain to parents that colleges are looking for those rigorous courses and that a B or a C in an AP course does not put a student out of the running because the colleges look at that rigor. He noted that it was an individual case-by-case situation, which makes it more complicated.

Mrs. Queen congratulated all the administrators, teachers and staff for these rock solid results. She felt that Dr. Semmel's recommendations were very important and it tells the Board what they need to support moving forward in the budget process. She asked if the College Board provided a more detailed chart on what percentage of students fall within more specific groupings. She thought that the average was misleading because they don't have a sense of whether it's a few students who score over 700 and a lot at 525, or if Southington is more in the middle as a whole. She wanted to see where the majority of our students fall on that spectrum. Dr. Semmel replied that they fall mostly between 450 and 550 and there is a bell curve around the data. Dr. Semmel replied that they do break it down by the hundreds and he could pull that data. He noted that the PSAT does a great job and looks at every question. The program, My College Quickstart, provides detailed information and the school can go online to see which questions most students got wrong along with the challenge level.

Mrs. Queen noted how there were not enough students enrolled in the AP Environmental Sciences and the class had to be dropped. She asked how many seats were not filled in various AP courses because it did not fit in a student's schedule. Dr. Semmel replied that it does happen, but he believes that it is not a huge number that are affected because they work so hard on the scheduling. He noted that sometimes students have to make a choice because of the strange combination of classes they select and when a class is held.

Mr. Oshana noted that there was a 39% increase between the national average and Southington in writing and a 14% jump from last year to this year, which had to do with strategies. He asked what the difference was between what Southington is doing and what is happening on a national level where they are so far below Southington. Dr. Semmel replied that he could not address what the national was doing because every school system is different. When he first came to town he realized that they needed a Literacy teacher, someone who has the skillset and content knowledge to provide professional development to teachers in their work with their students. On top of that, they developed a plan called the English / Social Studies Collaboration where the reading and writing skills are being reinforced across disciplines. There is a complex set of formative assessments that are given in business classes, VoAg, Family and Consumer Science, and Social Studies classes where they provide support services to students who are really struggling. There needs to be a strategy, a focus, and a way to do this, which Southington has done well. The next steps are that they will be visiting other school districts that are doing better than Southington for their ideas.

Mrs. Smith added that in the area of writing, there has been a systemic plan in place for multiple years and the strategies that Dr. Semmel was referring to were strategies that begin in

Pre-K. Many of the students who have been a part of the workshop model from Columbia are now in ninth grade. The effect of that over the long-term is good writing instruction. "Writing across the Curriculum" was a phrase the Board heard many years ago and the integration in the content areas of writing were across the disciplines. She believed what Dr. Semmel was reporting is that he is beginning to jump onboard at the high school level with the growth that needs to be seen in all his curricular areas. She was very impressed with the work of the high school literacy team and department chairs. She thought that Southington was seeing a systemic result and that the trend data will continue.

Mr. Oshana noted that there was discussion that, when the new leveling system went into place, there would be a follow-up report on what was good, what was bad, and how to tweak it going forward. Mrs. Carmody replied that Dr. Semmel would be doing a presentation to the Curriculum and Instruction Committee in November or December on that and then to the full Board.

Mrs. Johnson was concerned about the 50 students who did not score at 3 or above on the Advanced Placement tests. She asked how administration was assessing that situation and what they were doing about it. Dr. Semmel replied that, as they continue to increase the number of students taking the AP classes and exams, they are going to get students who do not earn a 3, 4 or 5. However, taking the course and sitting for the exam better prepares these students for the rigors of college than if they had not taken it. When the teachers get the score report back on AP, it shows specifically where they need to concentrate and the content where the students struggled. They are currently focusing on that and why the students did not do well in certain areas.

Dr. Erardi added that any student who selects an AP class and then decides they want to drop out must meet with Dr. Semmel to have a discussion around why they feel that way. In many cases it may be too many AP classes at once. However, as of last week, every student who initially registered for an AP class was still in place.

Miss Krar reinforced Dr. Semmel's comment about the skills learned in the AP courses, such as critical reading in English and students developing their writing, which are incomparable and challenging to what would be learned in a regular course. Miss Krar stated that she took two AP classes as a junior and felt that those classes prepared her for the classes that she was currently enrolled in as a senior.

## 9. COMMITTEE REPORTS

- a. **Finance Committee Meeting ~ October 1, 2013**
  1. **Snow Removal/Sanding Bid ~ 2014-BID-16 (SHS, DES/JVP, HES, KES, PES)**

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

**"Move to award the Snow Removal/Sanding Bid #2014-BID-16 for Southington High School, Derynoski Elementary School and the Pyne Center, Hatton, Kelley and Plantsville Elementary Schools, as presented by the Finance Committee."**

Mrs. Notar-Francesco reported that Southington High School was awarded to Ali's Nursery; Hatton School was awarded to Cheshire Concrete, which was the low bidder; Plantsville School to Cheshire Concrete, the low bidder; Derynoski School was awarded to Total Maintenance, which was the second low bidder. Cheshire Concrete who was the low bidder at DES would have had more sites than the committee thought was reasonable, which Cheshire Concrete agreed with. Kelley School was awarded to Ali's Nursery under the same scenario. Ali's was the second low bid, with Cheshire Concrete being the low bid and having too many sites already. The committee talked extensively about these bid awards, and the performances of the vendors over time, and any claims against these vendors. Administration was clear that they were comfortable with the work, workload, and the ability of these vendors who have previously worked for our schools. There were three committee members at the meeting; two members favored the recommendation moving forward to the full Board and one was opposed. With this recommendation, the total award is almost \$6,600 below the budget for the school year.

Mr. Oshana stated that he was the committee member against the bid award. Earlier this year, he asked to have language put into the boilerplate regarding lawsuits and, if there was a firm that had a lawsuit, that some research is done as to what was outstanding, etc. He noted that one firm has a lawsuit against it at this point. He pointed out that lawsuits sometimes take a long time to work their way through a system. Mr. Oshana stated that having had lawsuits against this system in the recent past that have cost the town a lot of money, have ruined people's lives, he thought that it was very important for the Board to be very cognizant of what they are signing up for, regardless of the reputation of the firm. If there is a lawsuit against somebody, the Board needs to look at that and he was very uncomfortable awarding to someone who has a suit against the town at this point.

Mr. Goralski supported the language that Mr. Oshana asked to have in the bid document. He noted that we have had vendors in the past who have not done good work for the school system. He values the opinions of the administration at the schools, central office, Mr. Cox and the maintenance department. He continues to put his support behind performance of the vendors as judged by Mr. Cox. He respectfully appreciated everything that Mr. Oshana was saying. Mr. Oshana replied that he also puts a lot of support and faith into what the school administration says when they see things at their schools. He thought that if there was an open case where the Board does not know the results, and they are signing a three-year contract, the Board does not know what they are signing up for. He thought it strange to sign up for something that they don't know the consequences and thought it was a bad precedent to set.

ROLL CALL VOTE: YES – Mrs. Lombardi, Mrs. Notar-Francesco, Mrs. Queen, Mrs. Carmody, Mrs. Clark, Mr. Derynoski, Mrs. Johnson and Mr. Goralski. NO – Mr. Oshana.

**Motion carried with eight in favor and one opposed.**

## **2. Capital Plan 2014-2019**

Mrs. Notar-Francesco reported that this was coming before the Board as an informational first read because Mr. Cox was not available to answer questions tonight to move it forward. She noted that Ms. Lisa Jones, Accounting/Purchasing Manager, was available to speak to some items on the Capital Plan. Mrs. Notar-Francesco noted that the committee had several items that they hoped that Mr. Cox could address before the Board votes on this plan, which included his priorities and whether the high school atrium roof fell into this priority as a safety item. Mrs.

Notar-Francesco stated that Ms. Jones had shared that she was aware that the masonry repointing at Derynoski School and the Southington High School bleacher refurbishments were priorities of Mr. Cox as well. The Finance Committee also requested an update on the energy management system for Southington High School. The committee was also concerned regarding the total dollars requested on the Capital Plan. Were these actual, researched amounts or was an inflationary percentage just applied year after year? She reported that the committee hoped that the Board of Education would combine projects with the town to save dollars on some of the items on the Capital Plan. Parking lot repaving is one such item.

Dr. Erardi pointed out that the Capital Plan was coming before the Board about one month earlier than usual. Administration is anticipating a lot of questions and wanted the Board to have the Capital Plan ahead of time to begin prioritizing. He noted that the Board of Education is in partnership with the town for a master plan, but took a step back last year because we had \$90 million of that plan.

Ms. Jones clarified that the priorities were noted by Mr. Cox and the Derynoski masonry repointing was priority number one. The football bleachers refurbishment at the high school was identified as priority number two. What was added as priority number three, based on the conversations that transpired at the Finance Committee meeting, was the high school atrium roof replacement. She noted that the atrium roof is 25 years old and leaks periodically requiring pails to be placed under it. The roof is inspected each fall by Silktown Roofing Company. She noted that there was a question regarding the cost of the masonry repointing at Derynoski and the number that they have is based on a bid received two years ago. She asked if the Board would like a new number, which would require them to go out to bid. Ms. Jones stated that the number in the Capital Plan is based on a three percent (3%) increase.

Mr. Derynoski would like updated numbers in order to stand behind it. Another number is the VoAg wing renovation, which he would not mind pushing out farther, unless they have a situation where they don't have enough classrooms at the high school. He agreed with the priority list because the high school atrium roof has been leaking forever. He noted that the masonry at Derynoski was something that needs to be maintained on a routine basis and that the Board let it go.

Mr. Goralski remarked that the Board wanted to make sure that the numbers that they would be requesting as priorities are as accurate as possible. Dr. Erardi explained that the Capital Plan has been escalated three percent (3%) every year. However, for the repointing, bleachers, and the atrium they will get real numbers, not just estimates.

Mr. Oshana felt that the atrium roof should be the first priority because that is a safety issue. Mrs. Clark stated that they need to maintain what they already have and the Board has delayed maintenance far too long.

Mrs. DiNello explained that the struggle they have on some of these projects is that for a number of years they ask the same vendors to give an updated quote and nothing ever happens. There is never a bid because these projects are not funded. She would like to continue the practice of putting an inflationary number for the projects that are not a priority. For the items that are determined as a priority by the Board, administration would be happy to engage contractors or vendors to get accurate numbers because this is the Board of Education's priority list that will be commingled with the town's priority list. Central office does not mind doing the

work, but it is difficult to engage people to spend their time to give estimates, and by year 10 it is still on the list. She asked the Board over the next two weeks to share what year they would like to see the VoAg wing appear on the list. She noted that Mr. Cox was anxious to have a conversation with the Board as to where the performance contracting fits into this overall plan.

Mr. Goralski felt that the consensus of the Board was to support Mr. Cox's recommendation on the atrium roof and repointing at Derynoski. Mr. Goralski addressed the bleachers on the turf field, which is now a community complex. He noted that the elected Boards have to meet to decide how this would be funded because he was uncertain if that should be one of the Board of Education's priorities. He felt that this was now a community priority. Mr. Goralski pointed out that roofs have always been a town project; therefore, the atrium roof should be in the town's cycle of roofs. The atrium roof was completed in the early 1990s. He felt that these two items on the Capital Plan are town projects. If the Board agrees, these three things have to be updated and they should look at the other items on the Capital Plan for this year.

Mrs. Johnson asked if she was correct in recalling that, whenever there were roof replacements done, there was significant state reimbursement. Mrs. DiNello deferred that question to Mr. Cox; however, she believed so and would follow up that question via e-mail. Mrs. Johnson questioned if the atrium roof would be considered as a hard roof. She questioned the future building renovations for the three elementary schools that have not yet been done, and asked why they would do any capital work on Derynoski, Flanders and Kelley Elementary Schools when they could be wrapped into the building renovations. However, if it is a safety issue, it would definitely need to be addressed. She noted that the repointing of the bricks at Derynoski dated back to 2008. She asked the Board to consider the capital outlay they make on those three schools. Mr. Goralski clarified that the Derynoski masonry dated back to 2003-2004. Mrs. Notar-Francesco pointed out that Mr. Cox has cited this project for the last few years as his priority. She did not know if it could wait.

Mr. Derynoski addressed the Derynoski School playground and Pyne Center parking lot repaving on the Capital Plan. He stated that Lowe's recently did an excellent job resurfacing and repainting the playground and it looked in good shape. He noted that the Pyne Center parking lot did need some work. He questioned how accurate the number was in the Capital Plan. Mr. Derynoski stated that he would delay the VoAg wing renovation a minimum of two or three years.

Dr. Erardi explained that the Board took action four years ago, with implementation three years ago, on the Capital Plan [parking lot redesign and paving] at DePaolo Middle School because it was a safety issue and the Board knew that they were launching a middle school project. The Board did not take action on upgrading technology in the middle schools because the Board knew that the reimbursement would come at 56% from the State Department of Education. In our goals, we are launching conversations about Derynoski, Flanders and Kelley Elementary Schools. The question to Mr. Cox would be what is the urgency to the repointing of the brick at Derynoski? Dr. Erardi stated that he would bring the answer to that question at the next meeting. He felt that Mrs. Johnson raised a great question.

Mrs. Queen addressed Mrs. Clark's comments about not maintaining buildings yearly and that "we" have not done it. Mrs. Queen was under the impression when she was first elected to the Board that the Capital Plan was out there, but it was not funded. She felt that they needed

to clarify that for the purpose of public communication, and maybe the history behind it that Mrs. Queen could not speak to. Mr. Goralski stated that the best column to look at on the Capital Plan was the year of request. He pointed out that Kelley School parking lot was on the Capital Plan since 1998. Mrs. Queen clarified that she was not talking about how long an item has been on the list; what she was referring to was that it has not been the Board of Education's priority to get these things done, it is that the funding has not been available. As of last year, the change in the pattern was the combined Capital Plan with the town, which will change the pattern moving forward.

Mrs. Lombardi addressed the paving of the school parking lots in combination with the town paving of the roads, and if the Board could capture or leverage any of that material at the same time. Dr. Erardi thought that was a great point and that he would have that conversation with Mr. Garry Brumback, Town Manager. Mr. Derynoski pointed out that, as far as the materials, the Board has the advantage of the state bid requirements and cost because we are a municipality.

Mrs. Notar-Francesco reported that there were two changes in legislation regarding the VoAg program funding. The first change is the VoAg tuition rate was being reduced by \$792 per student. These dollars go to the town now as revenue. In 2013-2014, the VoAg enrollment is higher than expected; therefore, the tuition that the town will be receiving will be higher than the number the Board of Education expected to meet on the town side. The actual billing is \$590,400 and the estimate was \$537,000, which is significantly higher and good news. The impact of this tuition reduction will not impact the town's revenue side. The second piece of the legislation was the ASTE Grant. The Board received additional funds through the ASTE Grant last year and that grant is being again increased, this time by \$1,000 per student; however, these funds must be used within the VoAg program. The good news is that the program will benefit, but it comes at a time when the year has already started and they now need to plan for how to best use these funds for the program. Before going to the Board of Finance for an appropriation for the additional ASTE Grant money, administration will determine how the funds will be used within the program and bring it back to the Board.

Mrs. DiNello added that the state is proposing new legislation about trying to reinstate the tuition rate for this year and delay that rate by a year. She would like to put the sending districts on notice that, although they received their bill for the 2013-2014 school year, they may be getting another bill in the spring if the legislation changes and tells us that we can charge them that additional \$792.

## **10. OLD BUSINESS**

### **a. Town Government Communications**

Mr. Goralski announced that Dr. Erardi made the offer on behalf of the Board of Education to meet with the leadership team from Bread for Life. He believed that the Bread for Life had a press release to the media today regarding them taking us up on our offer. There will be collaboration between the Board of Education in assisting the Bread for Life to continue to look for a potentially different location. They are asking the Planning and Zoning Commission to put a 60-day moratorium on their application. The public input session is scheduled for October 15, 2013 at 7:00 p.m. and will go on as planned in the Town Council Chambers. Mr.

Goralski stated that he will be attending and will bring the letter the Board of Education sent to them regarding the Board's position.

**b. Construction Update**

Dr. Erardi was very happy to share that, through a great partnership between site supervisors and our middle school administrative team, the opening of the new school year and six and one-half weeks into the year have been uneventful for the two-year middle school projects.

Mr. Goralski announced that the Public Building Committee of which he and Mrs. Clark are members will be meeting on October 15. They will get an update on how things are proceeding. The gyms are on schedule.

Mrs. Queen had heard from students that it is noisy and the class has been moved when the noise is too loud. Mrs. Clark replied that the Building Committee has had discussions about the noise, and there is a very good line of communications between the site manager and the principals. If there is an issue, the work stops. The principal can call everything to a halt if there is testing, etc. There are contingencies in place for situations that may occur. The main focus is that learning does continue.

Mr. Goralski stated that in trying to minimize the impact on students, last week the pad was poured at Kennedy Middle School from 7:00 p.m. through 10:00 p.m. with lights. Dr. Erardi communicated that information to the neighbors ahead of time. He noted that the foremen on these job sites are outstanding and very receptive to what we say.

**c. Administrator Evaluation Plan Update**

Mrs. Smith distributed a handout to the Board (*Attachment #1*) that explained the Student Learning Objective (SLO) process. The Teacher Evaluation and Administrator Evaluation Support Plan are based around objectives that are set for student learning to improve, which are called Student Learning Objectives. She thought that the Board would enjoy staying up-to-date with some of the latest information being shared electronically. Mrs. Smith stated that later in the winter she will bring a complete packet of samples to the Curriculum and Instruction Committee of what they are experiencing as teachers and administrators using the new evaluation plan.

**d. Teacher Evaluation Plan Update**

There was no report.

**e. Budget Assumptions / Priorities for 2014-2015**

Mrs. DiNello explained that at the last Board meeting there was a lengthy conversation around the Budget Assumptions and Priorities for the 2014-2015. The Board had before them the revised drafts showing the changes from the last meeting. Mrs. Notar-Francesco noted that her suggestion of putting the word "funding for" a strong professional development initiative

never made it in the bullet under Priorities. Mrs. DiNello apologized for leaving that out. The bullet would read, "Continued commitment to the district's long-term plan (Vision 2020) that includes 'funding for' a strong professional development initiative." The Board consensus was that they were comfortable with that wording.

Mr. Derynoski stated that the last bullet under Priorities, "Continue to pursue opportunities to share services between town and Board of Education to 'maximize' tax dollars" should be to 'minimize' tax dollars and should be changed. Mr. Goralski suggested changing it to "Continue to pursue opportunities to share services between the town and Board of Education." Mrs. Johnson thought that "town" was too broad and should be municipality. Dr. Erardi explained that "town proper" is a term that represents town government and town council. Mr. Derynoski suggested using, "between town departments." Mrs. DiNello suggested "between the Board of Education an all town departments." The Board agreed with that wording.

Mr. Goralski took a consensus whether to leave in or take out the bullet under Assumptions that states, "Consideration will be given to the current economic conditions." Mrs. Notar-Francesco recalled that, years ago when the Board put this bullet in, the economy was collapsing and she was a big advocate of including it. However, at this point, she believed that this bullet, conceptually, is aligned with the first bullet, that "open communication and cooperation will be maintained with other municipal boards and community throughout the budget process." In communicating with other boards, they will get a sense of where they need to be within their budget; therefore, she thought that this bullet could be struck at this point. Mrs. Lombardi asked Mrs. Johnson why she was in favor of leaving that bullet in. Mrs. Johnson replied that it was an affirmation of their fiscal responsibility. Mr. Derynoski wanted to leave it in because of the uncertainty in the national government with the shutdown, the budgets, and the funding from the federal level.

The consensus was five in favor to leave this bullet in under Assumptions to four opposed.

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

**Move to accept the Budget Assumptions and Priorities for 2014-2015 with revisions."**

**Motion carried unanimously by voice vote.**

## **11. NEW BUSINESS**

- a. **CAPT/SAT/AP/College Report** (*Moved to Agenda Item 8.b.*)
- b. **Letter of Agreement ~ Grant Writer 2013-2014**

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

**'Move to approve the Grant Writer Letter of Agreement, as presented.'**

Mrs. Johnson asked which health benefit package the Grant Writer would fall under. Mrs. DiNello stated that the Grant Writer would be under the same plan as retired teachers.



**Motion carried unanimously by voice vote.**

**12. ADJOURNMENT**

**MOTION:** by Mrs. Notar-Francesco, seconded by Mr. Derynoski:

**“Move to adjourn.”**

**Motion carried unanimously by voice vote.**

The meeting adjourned at 10:05 p.m.

Respectfully submitted,  
*Linda Blanchard*  
Recording Secretary

# SLO Process

## 1. Review student data

What are the most important skills/knowledge I want my students to have by the end of the interval of instruction?

## 2. Identify student learning needs

Based on what I know about my students, what are their learning needs in relation to the important knowledge/skills they need to achieve by the end of the interval

## 3. Set the SLO

Write a broad statement that describes your expectation for student improvement and learning related to the most important skills/knowledge you want students to have by the end of the interval of instruction.

## 4. Establish the IAGDs

What will you use to measure student learning related to the SLO statement? What level of performance must students achieve to demonstrate they have learned the most important skills/

## 5. Instruct

The power of SLOs is in the instruction. What instructional strategies will you use to move students toward the targets set for learning?

## 6. Monitor student performance

How will you monitor student learning during instruction—formative assessments, learning tasks and activities, questioning strategies, group work, etc.? What will you do when students are

## 7. Assess performance

Administer the final assessment to determine if students have learned the most important skills/knowledge by the end of the interval of instruction? Have the students achieve the IAGD?

