

SOUTHINGTON BOARD OF EDUCATION

SOUTHINGTON, CONNECTICUT

REGULAR MEETING

MARCH 26, 2015

The regular meeting of the Southington Board of Education was held on Thursday, March 26, 2015 at 7:30 p.m. in the Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut with Executive Session scheduled for 6:30 p.m.

1. CALL TO ORDER

Mr. Brian Goralski, Chairperson, called the meeting to order at 6:36 p.m.

Present from the Board: Mrs. Terri Carmody, Vice-Chairperson, Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Patricia Johnson, Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mr. Zaya Oshana and Mrs. Patricia Queen and Mr. Brian Goralski.

Present from Administration: Mr. Timothy Connellan, Superintendent of Schools and Mrs. Karen Smith, Assistant Superintendent.

MOTION: by Mr. Derynoski, seconded by Mrs. Clark:

"Move to add a 'Student Matter' to the Executive Session."

Motion carried unanimously by voice vote.

MOTION: by Mr. Derynoski, seconded by Mrs. Clark:

"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Personnel and a Student Matter, and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

2. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND A STUDENT MATTER

Mr. Goralski declared the Executive Session ended at 7:27 p.m.

3. RECONVENE MEETING ~ REGULAR SESSION

The regular session was reconvened at 7:35 p.m. by Mr. Goralski, Chairperson. 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 Mr. Timothy Connellan, Superintendent of Schools; Mrs. Karen Smith, Assistant Superintendent; and Mr. Peter Romano, Director of Operations. Absent was Ms. Margaret Walsh, Director of Pupil Personnel Services.

Student representatives present were James Brino, Christopher Iverson and Elizabeth Veilleux.

4. PLEDGE OF ALLEGIANCE

The audience recited the Pledge of Allegiance led by the student representatives.

Mr. Goralski called for a moment of silence in honor of Ms. Carol Potter, a retired teacher who taught for 34 years in the Southington Public School district.

5. APPROVAL OF MINUTES

a. Regular Meeting ~ March 12, 2015

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

“Move to approve the regular Board of Education minutes of March 12, 2015, as submitted.”

Motion carried unanimously by voice vote.

6. COMMUNICATIONS

a. Communications from Audience

There were no audience communications.

b. Communication from the Board Members:

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

“Move to add to the agenda expulsion of student #2014-2015-07 as Agenda Item 9.g.”

Motion carried unanimously by voice vote.

Mr. Goralski reported that he and Mr. Connellan played in the annual scholarship basketball game fundraiser held at Derynoski Elementary School in honor of Mr. Michael Casale, a teacher who passed at a young age. Mr. Goralski thanked Mr. Scott DePaolo who has organized this event annually.

Mrs. Queen congratulated Zachary Murillo, the Regional New England Champion in Wrestling, which is the first time Southington High School has achieved this award. Mr.

Goralski noted that he would be recognized with a Certificate of Excellence at the next Board meeting along with the Girls' Gymnastics Team.

c. Communication from Administration:

Mr. Connellan reported on the following:

1. Update on Executive Searches:

Mr. Connellan reported that the application timeline has been closed for the Principal of Southington High School position, and they are currently being reviewed. The Assistant Superintendent position search is still open, along with the two Elementary Principal positions.

2. Professional Development – Common Core Mathematics for Para Educators:

Mrs. Smith gave a report from the Para Educators' perspective regarding professional development, which is specified in their contract. She noted that the Para Educators reported that this was the most successful professional development that they attended in-district. Mrs. Smith praised the Elementary Math Team under the leadership of Ms. Dale Riedinger for a successful two-day workshop for all Para Educators on Common Core State Standards (CCSS) Math Practices. She distributed handouts to the Board on the eight CCSS Math Practices Question Stems (*Attachment #1*).

3. School Security and Safety Plans:

Mr. Frank Pepe, Principal of DePaolo Middle School, gave a Prezi Presentation on the School Security and Safety Plans that the School Security and Safety Plan administrative team created (*Attachment #2*). Mr. Pepe highlighted and outlined the Safety Plans to be implemented in the elementary schools, middle schools and high school. These plans were based on a Public Act that evolved due to the tragedies around the country and Newtown along with input from town officials and town emergency personnel, the first responders. The district rollout of the School Security and Safety Plans occurred on March 10, 2015 to the staff. Mr. Pepe showed the Board members an example of the Safety Plans that will be hanging in every space in the district where a staff member and/or child may need to secure themselves in case an emergency.

Mrs. Queen questioned how the students received this information. Mr. Pepe gave the middle school perspective, and Mrs. Megan Bennett, Principal of Thalberg Elementary School, gave the elementary school student perspective. Mr. Stranieri, Interim Principal of Southington High School, gave a description of how it was initially addressed at the high school level and his plans to roll it out and address specifics with the students.

Mr. Pepe explained that each year the School Security and Safety Plans will be revisited at each building and updated because annually they need to submit a list of drills to the state, feedback received from first responders, and calendar of events through the Superintendent's office.

Mrs. Lombardi was impressed with the living document and questioned if the School Security and Safety Plan Committee thought about using technology, especially with revisions. Mr. Pepe replied that the document needs to be fluid and that they discussed ways to update it each year. They will have digital copies of each plan; however, there are obvious risks of putting them on a shared drive or server.

Mr. Derynoski noted that it was very well done, detailed and easy to read. He thought it was perfect; however, he recommended that going forward, because it was a living document, there should be dates put on the document noting revisions so the old and new do not get mixed up. He thought that it was a model for other communities. Mr. Connellan noted that every time a revision is made there is a place on the document to note the date and to sign-off on it. Mr. Derynoski was concerned that the documents in each building reflect the most current revision by date.

d. Communications from Student Representatives

Mr. Iverson reported on the following:

- On Tuesday, March 24, underclassmen participated in the Science CAPT testing and during this time a number of AP teachers offered review sessions for their students.
- The National Honor Society induction is on April 14, 2015. The students have to have a GPA of 98 out of 100 or higher, and need to participate in volunteer work in the community.
- He noted that the transition from Dr. Semmel to Mr. Stranieri was very smooth and almost unnoticeable. He noted that life at the high school was excellent as usual.

Miss Veilleux reported on the following:

- Last weekend, the Drama Club put on the production of Urinetown and that both she and James Brino participated in it. It was the last show for Mr. Lindblom, the head of the Drama Club Department at Southington High School.
- The Boys' Swim Team and the Cheerleading Team held their banquets this past week.

Mr. Brino reported on the following:

- Term three out of four would be ending the day after April vacation.
- The Junior Prom is Saturday, March 28, 2015 at Aria in Prospect, which is a new venue and the first time a class will be there.
- The Unified Theatre show is Friday, March 27 at 7:00 p.m. in the high school auditorium.
- The Robotics Team returned from RPI in Troy, New York from the regional competition that they won. He showed one of the two trophies that they won. This automatically qualifies them to attend the St. Louis, Missouri competition the end of April.
- He attended the Invention Convention held at Flanders School and the Project-Lead-the-Way students were asked to judge some of the inventions of 50 fourth and fifth graders across the district.

Mr. Goralski noted that after the Robotics Team wins the Nationals, which he is confident that they will win, they will be recognized with Certificates of Excellence. He also asked Mr. Brino to arrange another robot demonstration for a future Board meeting.

Mrs. Queen believed that there was a DePaolo Middle School student who has a patent pending for an invention as part of the Invention Convention. She asked if Mrs. Smith could

follow-up to see if there are other district students with patents pending, which she thought was fascinating at this age.

7. COMMITTEE REPORT

a. Curriculum & Instruction Committee Meeting ~ March 16, 2015

Mrs. Carmody reported that at their last meeting they had an Agriculture Science and Technology Program presentation by Mrs. Stannard. The committee learned that they have approximately 140 students attending the Ag-Science program with approximately 50% of the students from Southington and the balance from surrounding communities. The committee reviewed each Ag-Science grade level curriculum and will be bringing to the full Board the revised curriculum for approval. Mrs. Stannard was appreciative for the extra teacher. The committee also met with the Chair of the World Language Department and Southington High School Assistant Principal Mr. Halloran, who presented the proposed foreign field trips.

The next committee meeting is scheduled for April 13 at 9:30 a.m. at Hatton School where the committee will be discussing an update on Teacher Leaders, ABA and Preschool Program, and the Family Resource Center.

b. Policy & Personnel Committee Meeting ~ March 16, 2015

Mrs. Clark reported that the committee looked at the Assistant Superintendent and the Coordinator of Special Education job descriptions and made some revisions. They discussed the Video Surveillance Policy, which the committee members reviewed and edited via Google Docs for the first time. Mrs. Smith noted that on April 2 from 10:00-11:00 a.m., in the Technology Meeting Room, there will be Google Docs training for any Board member or Cabinet member who would like training. Mrs. Queen questioned if, once the changes are made in Google Docs, which is a live document, do the comments everyone made go away forever. Mrs. Smith believed that was correct except that, because the Video Surveillance Policy was a first reading, the comments had been saved.

Mrs. Clark reported that the committee also reviewed proposed changes to the regulations for the Procedures for Foreign Field Trips, which they will continue reviewing at their next meeting on Monday, April 20, 2015.

c. Finance Committee Meeting ~ March 23, 2015

Mrs. Notar-Francesco reported there were three action items for Board approval. However, she began the Finance Committee report with the discussion that took place within the Finance Update. She noted that the 13-page update was on the portal attached to the minutes of the meeting, and that Mrs. DiNello had reported on a number of accounts within the update, some of which were over expended. These are the highly unpredictable accounts that the Board heard about over the last few budget months, including utilities at the middle schools, snow removal, retirement compensation, magnet school tuitions, and health insurance premium contributions. In addition, the Excess Cost Special Education reimbursement cap from the state was still unknown. They will not know of the final percent of the grant cap until the second reimbursement arrives in May. The Board budgeted for an 80% reimbursement of the special education costs and we hope that the state's second check, combined with the first check, will

equate to that. Mrs. Notar-Francesco noted that the bottom line is that they believe the 25% holdback in the supply account and any unspent money in district-wide accounts should cover the overall projected deficit, currently at approximately \$325,000, bringing the operating budget in balance at year's end.

Mrs. Notar-Francesco reported that the Finance Committee agreed that administration should inform all schools and departments that future purchases would be held to the standards of curriculum needs, health and safety. Mrs. DiNello would also inform the schools that it was highly unlikely that they would be able to spend beyond the 75% in their supply accounts. The committee discussed implementing a spending freeze, but will hold on that action for now and may revisit it if anything changes.

1. Transfer of Funds:

The committee reviewed all of the requested transfers and revised the recommendation coming to the Board from Administration. The original transfer request included adding five phones within the Southington High School building and supplying uniform attire for the security attendants. The committee greatly appreciated the need for both of these requests, but the unanimous consensus, especially following our overall financial discussion, was to hold on both for now. The committee recommends approving the transfers, as revised.

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

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

Mr. Goralski requested that the committee revisit the uniforms for the security attendants at the end of this year.

Motion carried unanimously by voice vote.

2. Rubbish & Recycling Contract:

The committee reviewed the proposal from HQ Dumpsters and Recycling (HQ). HQ is proposing a five-year contract in which they will hold their price on rubbish removal for next year. In the following four years they have proposed a 1% per year increase. This proposal includes a pilot program for organic waste disposal at the middle and high schools for a cost of \$4,500 annually. HQ is also proposing servicing our recycling needs, which will be included within the proposed contract price at no additional charge.

If the Board decides to discontinue the organic waste disposal pilot, they can end the program, but will then need to pay \$4,500 for recycling with HQ. The committee recommends waiving the bid process and entering into this five-year contract for rubbish and recycling with HQ Dumpsters and Recycling. This is will result in an annual savings of about \$2,000 for recycling.

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

“Move to waive the bid process and enter into a five-year contract extension with HQ Dumpsters & Recycling for rubbish and recycling removal and the organic waste pilot.”

Motion carried unanimously by voice vote.

3. Custodial Contract Extensions:

All of the custodial contracts expire on June 30, 2015. The committee recommends the contract extensions at all locations for base services at the increases proposed. Performance Environmental is requesting a 1.1% increase for custodial services at Southington High School and a 2.8% increase for the Municipal Center. Last year, a 0% increase was approved for the Municipal Center for this current year, which is why a higher request of 2.8% is before the Board for next year for this location. At DePaolo, Kennedy Middle Schools and Derynoski Elementary School, Capitol Cleaners is requesting a 1.5% increase at all locations. The increase in minimum wage was the main reason why the vendors were not willing to hold at current prices.

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

“Move to approve one-year contract extensions as proposed by Performance Environmental at Southington High School and the Municipal Center, and Capitol Cleaning for DePaolo and Kennedy Middle Schools and Derynoski Elementary School based on the base services pricing.”

Motion carried unanimously by voice vote.

8. OLD BUSINESS

a. Town Government Communications

Mr. Goralski noted that the budget season continues to move forward and he thanked his colleagues for joining him, Mr. Connellan, and Mrs. DiNello at the Board of Finance meeting last night. The Board of Finance passed all town budgets as proposed, but the Board of Education budget had a reduction of \$530,000, which is an overall increase of 2.98% over last year. The next step in the process is the April 27, 2015 Town Council Public Hearing at 7:00 p.m. with the location still to be determined. On May 11, 2015 the Town Council will adopt the budget, which will take place in the Municipal Center. The Board of Finance sets the mill rate on Wednesday, May 13, 2015.

b. Construction Update

Mr. Romano reported that the contractor completed Phase 10 of the 12 phases at both middle schools. The students are now occupying that phase at DePaolo and on Monday, the students will start occupying that phase at Kennedy Middle School. Phase 11 is underway at both schools and they are continuing to do the punch list process at both schools for the previous phases, so they are not waiting to the end of the project to wrap things up. In the spring, the remaining site work will be completed which is primarily the ball fields. He reminded everyone that, just because the ball fields will be completed and the grass will be growing over the summer, the ball field cannot be used for a full year after they have been

planted. Otherwise, they will not have been established. He noted that with the Construction Report he would be doing a different format for the next Board meeting.

Mrs. Johnson questioned the moisture issue at South End Elementary School which has been prevalent since the school was first built. Mr. Romano stated that he was aware of the issue; however, it has not occurred this year. They had an engineer's report on that from the insurance company. Until it happens again, it is difficult for the engineer to assess because they need to see it in action. This will still be completed as part of the initial project, so there is funding money from the state for the repair. Mrs. Johnson noted that she heard that there were still issues there this winter. Mr. Romano replied that the issue this winter was due to some ice damming and not related to the other moisture issue. He noted that ice damming only happens on a pitched roof, not a flat roof.

c. Draft Video Surveillance Policy ~ Second Reading

Mrs. Clark explained that they made some changes suggested by Board members.

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

“Move to adopt the Video Surveillance Policy as presented by the Policy and Personnel Committee.”

Motion carried unanimously by voice vote.

9. NEW BUSINESS

**a. Job Description – Assistant Superintendent for Curriculum and Instruction
~ First Reading**

Mrs. Clark asked the Board to waive the first reading and proceed to the motion because the Board will not be having another meeting until April 23, 2015 and these jobs need to be posted.

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

“Move to waive the first reading of the job description for the Assistant Superintendent for Curriculum and Instruction.”

Mr. Oshana requested that the wording “*as designated by the Superintendent of Schools*” be added into the job description under “Supervises.”

Motion carried unanimously by voice vote.

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

“Move that the Board of Education approve the job description, as amended, for the position of Assistant Superintendent for Curriculum and Instruction as recommended by the Policy and Personnel Committee.”

Motion carried unanimously by voice vote.

b. Job Description – Coordinator of Special Education ~ First Reading

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

“Move to waive the first reading of the job description for the Coordinator of Special Education.”

Motion carried unanimously by voice vote.

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

“Move that the Board of Education approve the job description for the position of Coordinator of Special Education as recommended by the Policy and Personnel Committee.”

Mrs. Notar-Francesco noted that for consistency purposes the wording under “Supervises” should read, “*Supervises staff as assigned by the Superintendent of Schools.*” Mrs. Smith noted that it is a direct report to the Director of Pupil Services, not to the Superintendent. The wording should read “*Supervises staff as assigned by the Director of Pupil Services.*”

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

“Move that the Board of Education approve the job description, as amended, for the position of Coordinator of Special Education as recommended by the Policy and Personnel Committee.”

Motion carried unanimously by voice vote.

c. Mid-Year Report on Superintendent’s Objectives

Mr. Connellan noted that it was a work in progress since he has been here for seven months and that it has been an interesting year so far. Mr. Goralski felt that his seven pages of goals were impressive. He felt that the first half of the year was successful and that the Board looked forward to continuing to work with Mr. Connellan in the second half of the year to reach the goals set by the Superintendent.

Mrs. Lombardi requested that for the Director of Technology she would like to move the date to hear the report reflecting on the transition, accomplishments, activities and challenges prior to May. Mr. Connellan stated that he could give the Board an interim report on that. Mrs. Lombardi requested a three-month snapshot on the Director of Technology. Mr. Goralski asked for some flexibility for that report because they only have one meeting in April. Mr. Connellan stated that he could send something out electronically.

d. Leonard and Gladys Joll Scholarship Recipient

Mrs. Carmody stated that Mr. Derynoski, Mrs. Lombardi and Mrs. Johnson comprised the committee.

MOTION: by Mr. Derynoski, seconded by Mrs. Johnson:

“Move that the Board of Education approve the recipient recommended by the Leonard and Gladys Joll Scholarship subcommittee.”

Mr. Goralski noted that the Board members would not be able to present that scholarship as they have in the past because that is a Board meeting night. He was disappointed that the high school planned, for a second year in three years, to hold Scholarship Night on a Board meeting night. He was confident that the high school will not schedule this on a Board meeting night again. He noted that Mrs. Albaitis, Executive Secretary to the Superintendent, has already relayed this message to the high school staff.

Motion carried unanimously by voice vote.

e. Adoption of 2016 Board of Education Meeting Dates

MOTION: by Mr. Derynoski, seconded by Mrs. Clark:

“Move to adopt the meeting dates, as presented.”

Motion carried unanimously by voice vote.

f. Establishment of 2015 Graduation Date / Last Day of School

Mr. Connellan explained that the current last day of school is June 18 and that technically the Board cannot establish graduation day until after April 1st per state statute. Mr. Goralski recommended that they table the motion until the next meeting on April 23, 2015. He would ask the high school that they wait until the last date to contact their printers based on what happens at the Board’s next meeting when they make the formal motion. Mrs. Notar-Francesco added that it is not just the high school; it is the All-Night Graduation Party as well. Mr. Derynoski stated that they should state *“barring any unforeseen circumstances the last day of school would be June 18th, which the Board will officially vote on at the next Board meeting.”* Mr. Goralski thought that it was in their best interest to table this motion and give the direction to the administration that at this point the Board is comfortable with this. Mr. Connellan explained that only 180 days is required by state statute and, if they had another snow day, school would still be session on that Friday so they still could go forward. Mr. Goralski noted that for planning purposes the problem is the All-Night Graduation Party. Mr. Derynoski pointed out that they could call for a Special Board meeting with the one agenda item. Mrs. Lombardi noted that they could do that on April 2 with five members present for the Google Docs training.

MOTION: by Mr. Goralski, seconded by Mrs. Clark:

“Move to table this agenda item until the next scheduled Board meeting.”

Motion carried unanimously by voice vote.

Mr. Goralski noted that he would post that as a Special Board of Education meeting as they get closer to the April 2, 2015 date.

g. Student Expulsion #2014-2015-07:

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

“Move to expel student #2014-2015-07 as stipulated by the Superintendent of Schools.”

Motion carried unanimously by voice vote.

10. ADJOURNMENT

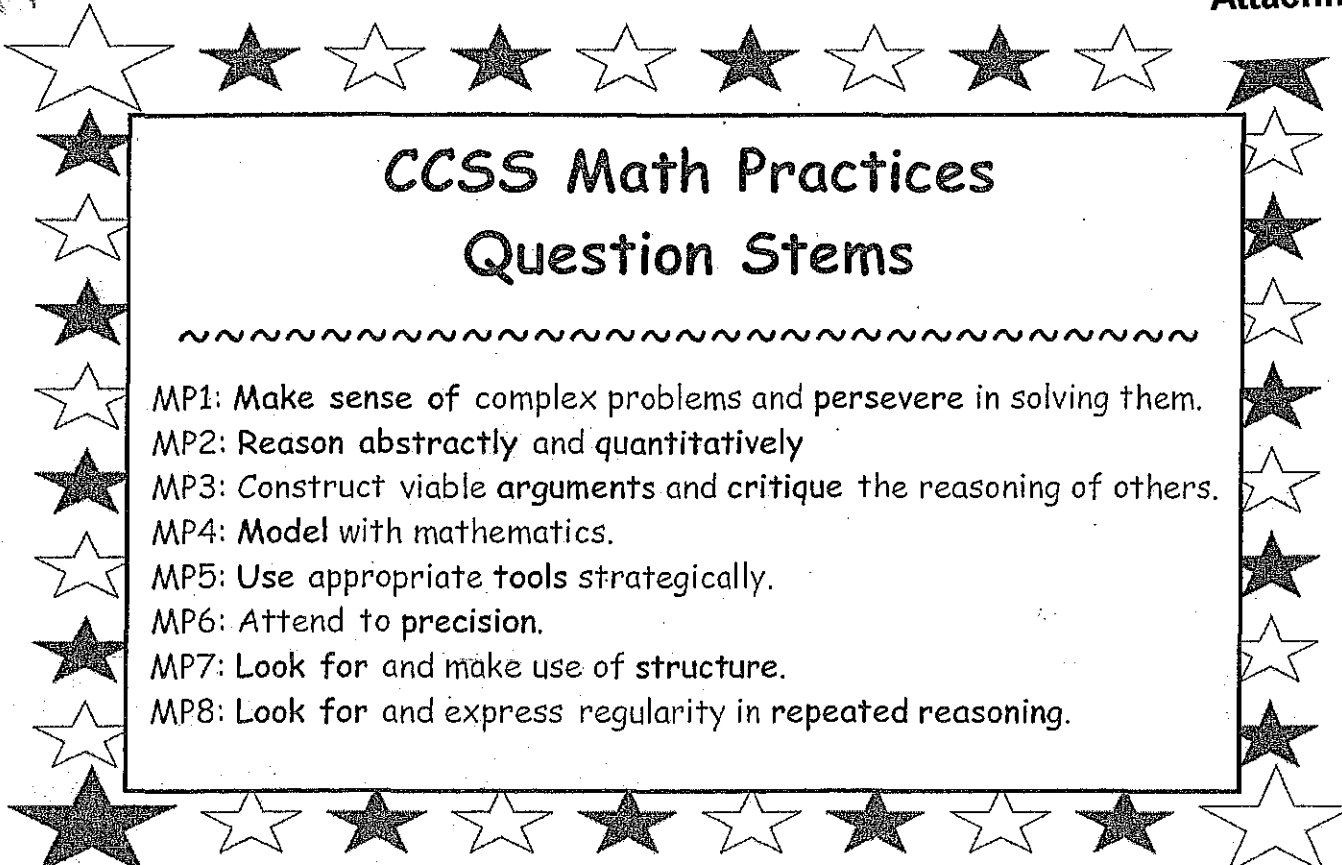
MOTION: By Mr. Derynoski, seconded by Mrs. Clark:

“Move to adjourn.”

Motion carried unanimously by voice vote.

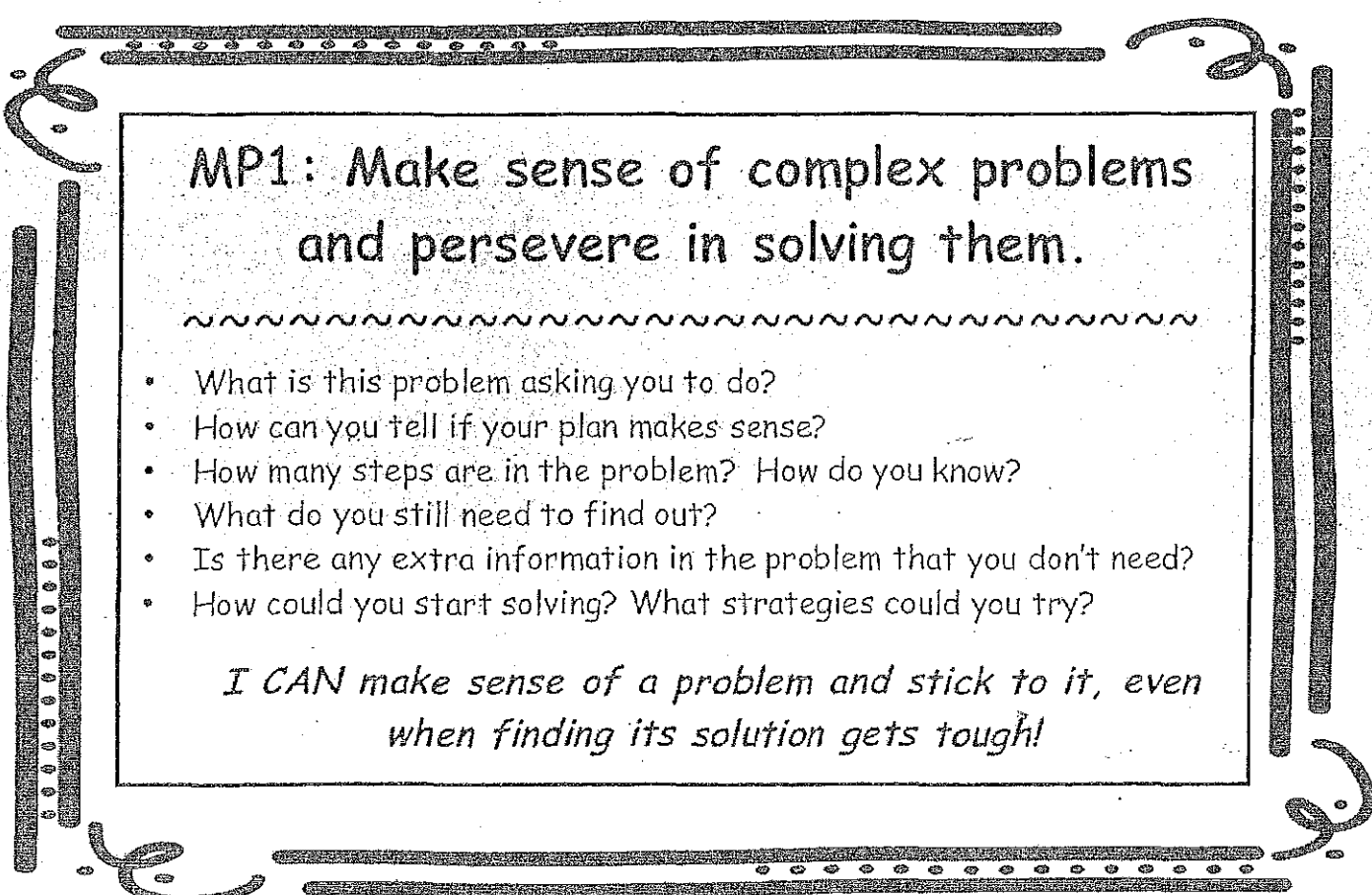
The meeting adjourned at 9:05 p.m.

Respectfully submitted,
Linda Blanchard
Recording Secretary



CCSS Math Practices Question Stems

- ~~~~~
- MP1: Make sense of complex problems and persevere in solving them.
 - MP2: Reason abstractly and quantitatively
 - MP3: Construct viable arguments and critique the reasoning of others.
 - MP4: Model with mathematics.
 - MP5: Use appropriate tools strategically.
 - MP6: Attend to precision.
 - MP7: Look for and make use of structure.
 - MP8: Look for and express regularity in repeated reasoning.



MP1: Make sense of complex problems and persevere in solving them.

- ~~~~~
- What is this problem asking you to do?
 - How can you tell if your plan makes sense?
 - How many steps are in the problem? How do you know?
 - What do you still need to find out?
 - Is there any extra information in the problem that you don't need?
 - How could you start solving? What strategies could you try?

*I CAN make sense of a problem and stick to it, even
when finding its solution gets tough!*

MP2: Reason abstractly and quantitatively

- What do the numbers and words used in the problem represent?
- What is the relationship between the quantities in this problem?
- Why did you choose to $[+/-/ \times / \div]$?
- Could we have used another operation to solve this?

I CAN use numbers and words to reason through a problem!

© Serendipity Soup - Spring

MP3: Construct viable arguments and critique the reasoning of others.

- How can you prove your answer/strategy is correct?
- How might someone make a mistake solving this?
- Find and explain another way to solve this problem.
- Use math language to explain your answer.
- How did you check your work?

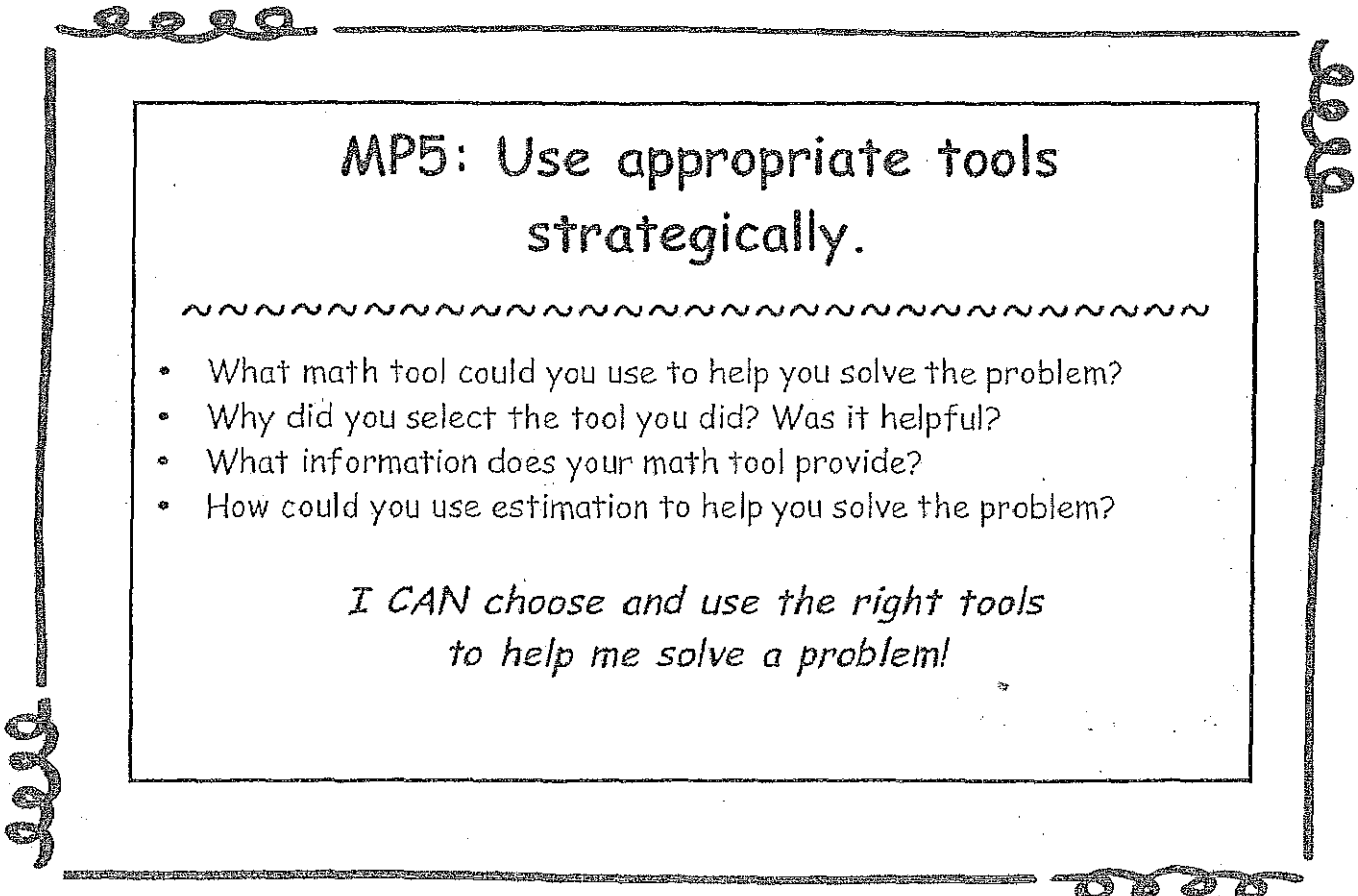
I CAN explain my thinking and evaluate if my classmates' strategies make sense!



MP4: Model with mathematics.

- ~~~~~
- Can you relate this problem to the real world?
 - What equation could be used to represent your thinking?
 - Can you create a visual model to support your answer?
 - How could you use manipulatives to help solve this?
 - What are ways you could represent the problem's quantities?
 - Create a diagram, graph, table, number line, etc., to help you solve.

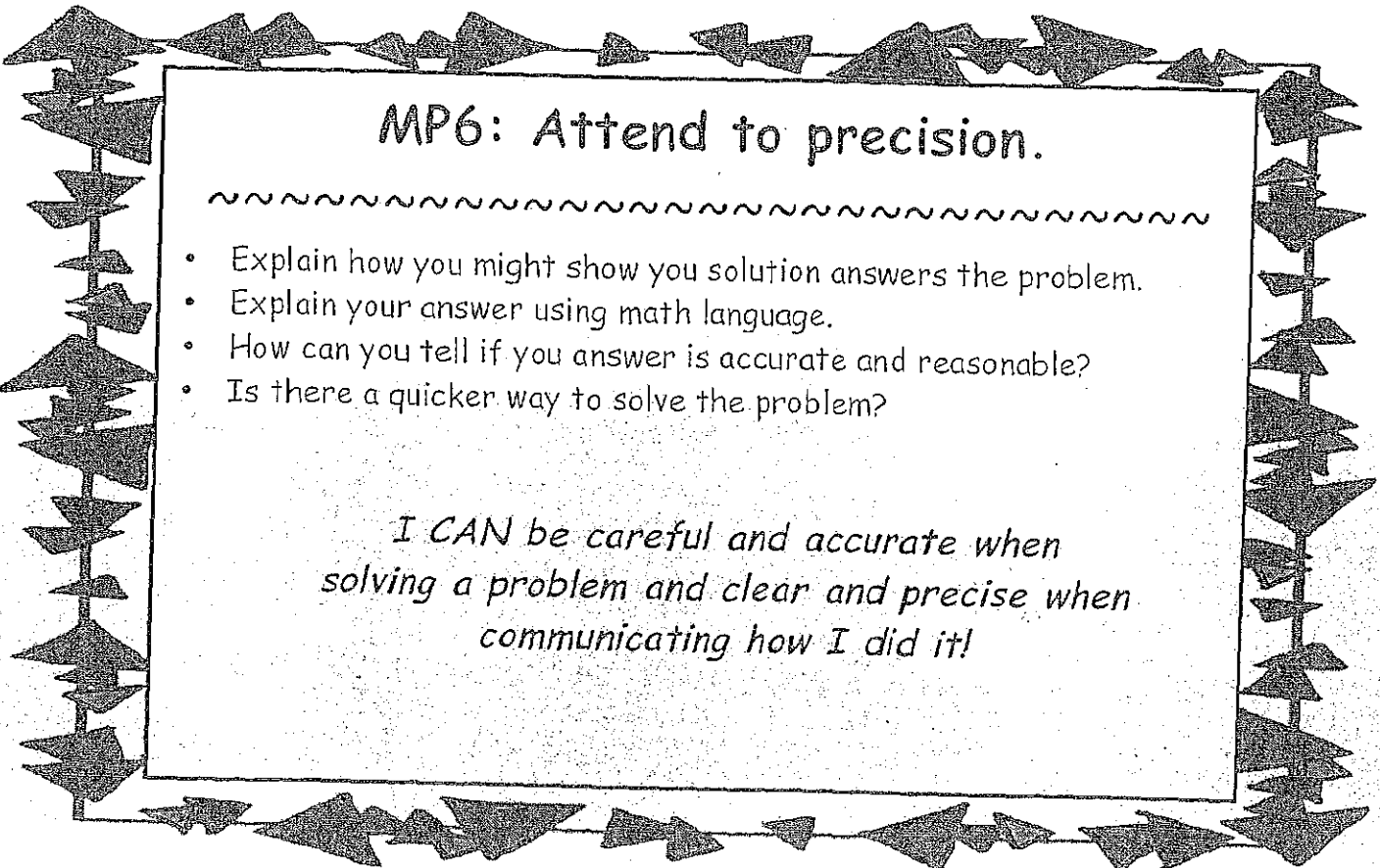
*I CAN show my work and thinking using
manipulatives, pictures, and equations!*



MP5: Use appropriate tools strategically.

- ~~~~~
- What math tool could you use to help you solve the problem?
 - Why did you select the tool you did? Was it helpful?
 - What information does your math tool provide?
 - How could you use estimation to help you solve the problem?

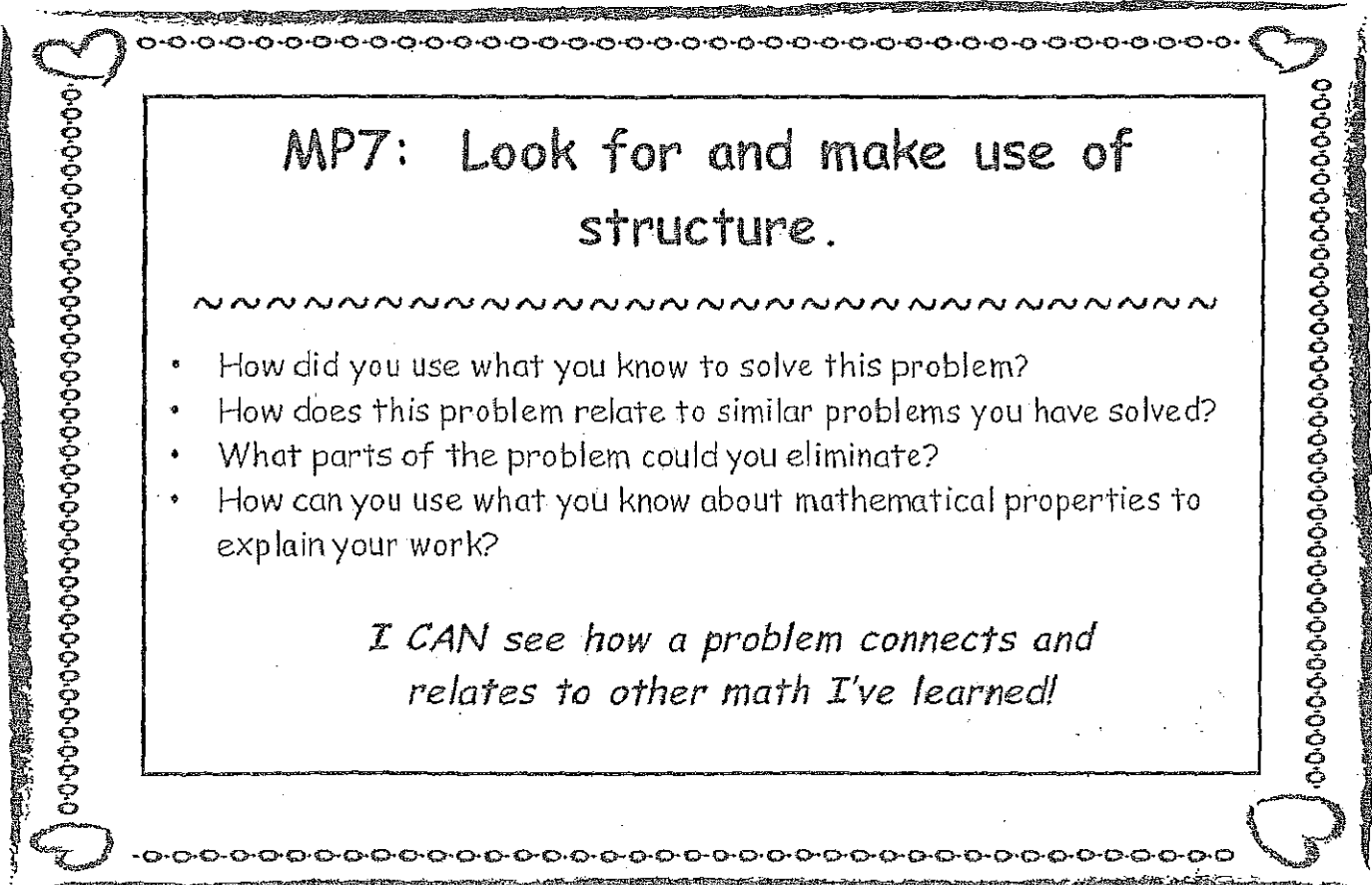
*I CAN choose and use the right tools
to help me solve a problem!*



MP6: Attend to precision.

- ~~~~~
- Explain how you might show your solution answers the problem.
 - Explain your answer using math language.
 - How can you tell if your answer is accurate and reasonable?
 - Is there a quicker way to solve the problem?

I CAN be careful and accurate when solving a problem and clear and precise when communicating how I did it!



MP7: Look for and make use of structure.

- ~~~~~
- How did you use what you know to solve this problem?
 - How does this problem relate to similar problems you have solved?
 - What parts of the problem could you eliminate?
 - How can you use what you know about mathematical properties to explain your work?

I CAN see how a problem connects and relates to other math I've learned!

MP8: Look for and express regularity in repeated reasoning.

- ~~~~~
- Is this always true, sometimes true, or always true?
 - What predictions can you make based on the pattern you see?
 - Do you notice anything repeated that can give you a shortcut to solve the problem?
 - How could this problem help you solve another like it?

*I CAN notice and use mathematical patterns when
solving a problem!*

All-Hazards School Security and Safety Plan

March 26, 2015

BOE Presentation

District Committee Members

Megan Bennett, Thalberg Principal

Tim Connellan, Superintendent

Tom Gallo, SPD Officer

Joel Patrick Leger, Administrative Intern

Deb Moreau, Administrative Intern

Peter Romano, Director of Operation

Brian Stranieri, SHS Assistant Principal

Ex-officio member, Michelle Passamano

Why Southington Public Schools Need An All-Hazards Plan

- This plan has been drafted to meet the school security and safety standards established under Public Act No. 13-3 Section 86, providing an all-hazards approach to emergencies at public schools.
- Each year, the board of education will review the plans for its schools, update them as necessary, and file them with the Connecticut Department of Emergency Services and Public Protection/Division of Emergency Management and Homeland Security (“DESPP/DEMHS”).

Specific details from individual plans
are not for public consumption.

Scope and Sequence

District committee held multiple organizational meetings to dissect the “work”

The first section of the template provides a plan overview, defines the Incident Command System (ICS) and establishes common language.

The second section consists of 20 different appendices.

The third section is comprised of various additional annexes.

Appendix 18

Summary of Natural and Human-Made Hazards in or Around the School Community.

- Meeting with Town Manager Mr. Brumback, Assistant Town Manager Attorney Sciota, Fire Chief Clark, Deputy Fire Chief for Safety and Training DiBattista, Police Officer Gallo, Police Captain Lowell DePalma, Director of Health Lockwood, Brian Stranieri SHS, Director of Operations Peter Romano, Administrative Intern Deb Moreau, Administrative Intern J.P. Leger, and Principal Megan Bennet.

Safety Audit Addendum

- District team completed audit for SHS, JAD and JFK.
- District Team partially completed plan for each elementary school. Each plan would be finalized by respective school based team and the submitted to Officer Gallo for review.

November 5, 2014

Meeting

- Full administrative council/cabinet provided with overview
- Each school provided with Appendix 18 completed
- SHS, JAD and JFK provided with Safety Audit Addendum completed
- Elementary schools provided with partially completed Safety Audit to be completed by respective school team.

November 5, 2014

Meeting (continued)

- Target dates established for school based team formation.
 - School based team formation
 - Local Police Officer
 - Local first responder
 - Teacher
 - Administrator
 - Mental health professional
 - Parent/guardian
 - All Appendices (minus #13)
 - Annexes
 - F. Accounting for All Persons
 - G. Communications and Warning
 - H. Family Reunification

The Signing

2/25/15

- Board of Education Chairman Brian Goralski, Fire Department Chief Harold Clark, Police Department Chief Jack Daly, Fire Marshal Russ Wisner, Assistant Town Manager and Town Attorney Mark Sciota, Health Department Director Shane Lockwood and Superintendent of Schools Timothy Connellan

“The Roll Out”

- All building administrators used the same PowerPoint during the March 10th staff meeting.
- Each school determined how an appropriate venue to explain the new language and procedures to students presented by March 13th.
- Superintendent Connellan notified all parents of the district-wide effort and directed attention to respective school web pages for additional information.
- Appendix 12 letters completed by March 13th.

Looking Forward

2015-2016

August/September:

- BOE reviews and approves plans.
- All school staff members are trained in basic FEMA protocols (before school starts)
- Staff Skills Inventory and phone tree are updated.
- Student assembly

October:

November:

December:

January:

- Hazard Audit conducted for following year's revisions.
- BOE conducts a security and vulnerability assessment every other year.

February:

- Hazard Audit finalized for following year's revisions.
- BOE conducts a security and vulnerability assessment every other year.

March:

April:

May:

June:

- Reports signed off and due to Debi Albaitis by June 30th

July: