

SOUTHINGTON BOARD OF EDUCATION

SOUTHINGTON, CONNECTICUT

REGULAR MEETING

JUNE 25, 2015

The regular meeting of the Southington Board of Education was held on Thursday, June 25, 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 6:34 p.m.

Present from the Board: Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Patricia Johnson (*arrived at 6:36 p.m.*), Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mr. Zaya Oshana and Mrs. Patricia Queen. Absent: Mrs. Terri Carmody.

Present from Administration: Mr. Timothy Connellan, Superintendent of Schools.

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 Matters, and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

2. EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS

Mr. Goralski declared a recess of Executive Session at 7:05 p.m.

3. CELEBRATION OF EXCELLENCE

Robotics Team:

At 7:10 p.m., in Celebration of Excellence, the Board of Education recognized the FIRST Robotics Team 195 "CyberKnights." Mrs. Marilyn Kahl, team parent and mentor, introduced the four captains who were the most recognized and decorated seniors in the team's history. They were Bailey Kahl, Tyler Brinton, Gwen McFall-Gorman and Ellie Lefkovich. The captains explained their successes, recognitions received for excellence, and prestigious awards that the team has received, including international recognition. They presented a video, showcasing the seven competition trophies that they were awarded, along with medals, and explained that Southington is considered the most successful Robotics Team in the country. An amazing demonstration of this year's robot stacking shipping totes was presented. On behalf of the Board, Mr. Goralski presented the captains with Certificates of Excellence to the Southington High School Team 195 CyberKnights Robotics Team for their 2015 accomplishments of Chairman's Award Winner – Waterbury FIRST Robotic Competition;

Winner - TechValley FIRST Robotic Regional Competition; Winner - Hartford FIRST Robotic District Competition; Winner – New England FIRST Robotics District Championships; Chairman Award Winner – New England District Championship; FIRST Robotics Top 25 voted 21st Robot in the World; Finalist – Newton Division, First Robotics World Championships; and the Engineering Inspiration Award Winner from the FIRST Robotics World Championships in St. Louis, Missouri.

2015 CIAC Class LL State Champions – Softball:

The second recognition of excellence was of the Southington Girls' Softball team who were the CIAC Class LL State Champions. Coach Davina Hernandez introduced her Assistant Coaches, Michelle Boisvert and Rich Aroian, and the team members present who were: Lauren Zazzaro, Team Captain, Hayley Arduini, Michelle Woodruff, Megan Mahon, Brenna Sarantides, and Kaitlin Semmel. They currently have a 70-game winning streak. The team broke many school records this year. They finished the season first in the state and the highest ranked team in Connecticut history, of any school, as seventh in the country. Team members absent were: Danielle Ahearn, Kendra Friedt, Emily Lippincott, Emily Mankus, Haley Messenger, Sarah Myrick, Kaitlyn Patterson, Delaney Picard, Isabella Russo, Ellen Scafariello, Natalie Wadolowski, and Nicole White. On behalf of the Board, Mr. Goralski presented Certificates of Excellence to the team members.

Mr. Goralski explained that the CIAC made a horrible oversight and did not recognize two Southington All-State Athletes at their awards ceremony. He presented Lauren Zazzaro with a Certificate of Excellence for First Team All-State for Softball 2014-2015, and noted that Kaitlyn Paterson, who received the same recognition, was absent because she was being recognized as the Hartford Courant Player of the Year.

Student Board Representative:

On behalf of the Board, Mr. Goralski presented a Certificate of Excellence to graduated senior Student Board Representative, Miss Elizabeth Veilleux. Her fellow Student Representatives praised her contributions and wished her good luck at college.

4. RECONVENE MEETING ~ REGULAR SESSION

The regular session was reconvened at 7:37 p.m. by Mr. Goralski, Chairperson. Board members present were Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Patricia Johnson, Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mr. Zaya Oshana, and Mrs. Patricia Queen. Absent: Mrs. Terri Carmody.

Present from the administration were Mr. Timothy Connellan, Superintendent of Schools; Mrs. Sherri DiNello, Director of Business and Finance; and Ms. Margaret Walsh, Director of Pupil Personnel Services.

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

5. PLEDGE OF ALLEGIANCE

The audience recited the Pledge of Allegiance led by Elizabeth Veilleux.

6. APPROVAL OF MINUTES ~ June 11, 2015

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

“Move to approve the regular Board of Education minutes of June 11, 2015, as submitted.”

Motion carried unanimously by voice vote.

a. Approval of Special Meeting Minutes ~ June 22, 2015

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

“Move to approve the special Board of Education minutes of June 22, 2015, as submitted.”

Motion carried unanimously by voice vote.

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

“Move to change the wording of Agenda Item 9.a from ‘Appointment’ to ‘Introduction of Principal of John F. Kennedy Middle School’ and move it to Agenda Item 6.b. Change the wording of Agenda Item 9.b from ‘Appointment of Assistant Principal of Southington High School’ to ‘Introduction of Assistant Principals of Southington High School’ and move it to Agenda Item 6.c.”

Motion carried unanimously by voice vote.

Mr. Goralski explained that these positions were voted on at the Special Meeting of the Board of Education on June 22, 2015, and tonight was the opportunity to introduce them publicly.

b. Introduction of Principal of John F. Kennedy Middle School

Mr. Richard Terino thanked the Board for the honor of spending his entire career as an educator in Southington and appointing him as Principal of John F. Kennedy Middle School.

c. Introduction of the Assistant Principals of Southington High School

Mr. Richard Aorian appreciated the honor, trust and confidence that the Board bestowed on him by appointing him the Assistant Principal of the Southington High School Freshman Academy with 30 years as an educator behind him.

Mr. Jeff Shaw noted that he has spent 25 years of his career at Southington High School as the Band Director, and it is a privilege and honor for him now to be part of the leadership team.

Mr. Goralski called for a recess at 7:44 p.m.

Mr. Goralski reconvened the regular Board of Education meeting at 8:00 p.m.

7. COMMUNICATIONS

a. Communications from Audience

There was no communication from the audience.

b. Communication from the Board Members:

Mrs. Notar-Francesco reported on two CREC Items that she wanted to share with the Board members:

- CREC Resolution on Magnet School Tuition Increases for 2015-2016 (*Attachment #1*)
- The CREC Search Committee Profile Report Executive Summary regarding their search for a new CREC Executive Director due to Dr. Bruce Douglas' leaving in January 2016 (*Attachment #2*).

Mrs. Lombardi thanked all the parent Volunteers in all the schools and noted that a Volunteer Luncheon was held at Hawk's Landing Country Club. She thanked the two co-sponsors of this luncheon, The Hospital of Central Connecticut and Southington Stop & Shop.

Mrs. Queen announced that Board members are invited to attend the CABA 5th Annual Summer Leadership Conference on July 27, 2015 at the Saybrook Point Inn in Old Saybrook from 2:00 p.m. through 7:30 p.m. She explained that Southington has Express CABA Membership status so there is a nominal fee of \$15 for dinner. She noted that she and Mrs. Notar-Francesco planned to attend, but all Board members are invited.

Mr. Derynoski reported that the Class of 2015 graduation was another outstanding event with excellent speeches by all, and that the students were very well behaved. He felt that the community should be very proud.

c. Communication from Administration:

Mr. Connellan reported on the following:

1. Teacher Evaluations: All Teacher Evaluations have been completed per state statute.
2. Summer School: Summer School begins on July 6, 2015.
3. Operations – Summer Work: Mr. Romano and his staff have compiled a prioritized list that will be addressed during the summer.

8. OLD BUSINESS

a. Town Government Communications

Mr. Goralski reported that the Board members received some emails regarding the Solar Farm at Hatton Elementary School. He noted that the Town Council addressed it at their meeting and that he shared Board of Education minutes with the Town Council Chair from last June when Greenskies gave a presentation to the Board of Education.

b. Construction Update

Mr. Goralski noted that Mr. Romano had a family obligation and there was not much to report on this agenda item. Mr. Goralski explained that an Owner's Meeting scheduled for Tuesday was unable to be held due to a Newfield Construction trailer fire on the Kennedy Middle School property. He noted that the building projects are moving forward this summer. Mr. Goralski acknowledged that he and Mrs. Clark will address at the next Building Committee that the words "Middle School" belong on the buildings.

9. NEW BUSINESS

a. Appointment of Principal of John F. Kennedy Middle School (*Moved to Agenda Item 6.b*)

b. Appointment of Assistant Principal of Southington High School (*Moved to Agenda Item 6.c*)

c. Foreign Field Trips

Ms. Karen Cavanaugh and Mr. Michael Drury, who co-teach Social Studies at the high school, will be chaperoning a trip to China this summer and came to the podium to answer any questions from the Board members. Ms. Cavanaugh explained that they have used the travel company, Explorica, in the past, and it is the same itinerary as before.

Mrs. Queen thanked the chaperones for being willing to take on this responsibility to give this incredible opportunity to the students during the summer months.

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

"Move that the Board of Education approve the field trip to China, as presented by the administration."

Mrs. Notar-Francesco wanted it noted that, if world events change, then the Board has the right to cancel this trip. Mr. Derynoski explained that this wording is reflected in the Board Approval process on the Field Trip form.

Motion carried unanimously by voice vote.

d. Obsolete Textbooks

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

"Move to approve the disposal of the outdated textbooks presented by the school administration, as submitted."

Mr. Oshana asked if there was a place where these outdated textbooks could be donated and used somewhere in the country. Mr. Connellan replied that there are resellers and companies that take textbooks to other parts of the world. Mrs. Notar-Francesco pointed out that, on the Agenda Reporting Form for this agenda item under "Summary of Issue," there is an explanation that the district works with the vendor, Follett, and that books that they cannot

resell they donate to schools in need. Mr. Goralski agreed that Mrs. Smith established this guideline last year and that paragraph is very important regarding disposal of obsolete textbooks.

Motion carried unanimously by voice vote.

e. Schoolnet Update

Mr. Jaime Olander, Director of Technology, and Mr. Steve Madancy, Principal of J. F. Kennedy Middle School (Assistant Superintendent for Instruction and Learning as of July 1, 2015) gave an update on the current status of the district-wide Schoolnet initiative. They presented a PowerPoint presentation giving an overview of Schoolnet, and touched upon the following:

- Schoolnet is an Instructional Improvement System (IIS)
- The ultimate goal of Schoolnet is to help lay the tracks for personalized learning and put the data all in one place.
- How administrators, staff and students can access Schoolnet via PowerSchool / PowerTeacher using actual screen shots in the presentation.
- What the Home Page looks like, which is role-driven and can be personalized
- The link to Schoolnet is embedded into PowerSchool
- Student and District Data Page
- Student Information available for each student
- Classroom page
- Assessments - Administrator page
- Upcoming Professional Development along with the Train-the-Trainer model (called "Champions," which are representatives from each of the schools).

Mr. Olander explained that it is not live information; there is a one-day lag with a nightly feed from PowerSchool to Schoolnet.

Mr. Madancy explained that, over the past couple of weeks, Mr. Olander and his office staff have been undertaking the huge task of uploading all student data from the spring and the benchmark assessments that just finished. The Technology Department has been doing a lot of work of getting this information ready first, which is received from the schools in various formats, before they can do the massive upload. In August, Mr. Olander will be attending a conference on SBAC data and uploading that into Schoolnet. All this information will provide a lot more real-time data to share with the teachers when they return in the fall.

Mrs. Johnson questioned if the Train-the-Trainer would be a staff member who is a certified master teacher and would be relieved of teaching duties in order to do this. Mr. Madancy replied that the criterion that he selected was that it would not be a Literacy Specialist. It would be teacher leaders such as administrator aspirants who are technology savvy. They have contracted for three days with Pearson and the first day the training will be for the administrators, on the second day, during Administrative Retreat, the "Champions" will be trained, and on the third day the "Champions" will join the administrators and run a lot of the reports using real time data that they will then have to put before their staff for their return in August.

Mrs. Johnson asked about the timeframe going forward for the trainers. Mr. Madancy explained they will be paid for the day that they work in August, and there are days built into the school calendar where they will have refresher training. The goal is to have the refreshers before the November, January and May data days.

Mr. Derynoski questioned the system security against hackers. Mr. Madancy responded that, because it is hosted on a secure server using the single sign-on, it is the same security platform that is used behind the scenes. It is not hosted locally in a way someone could hack on to our network and have access to that data. Mr. Derynoski asked what type of security is on PowerSchool. Mr. Madancy replied that they use encrypted passwords, which must be changed every 90 days, and it can never be a password that someone has already used. If a password is forgotten, the user would have to call central office to have it reset.

Mr. Derynoski was concerned about the difficulty in getting data that is not consistent from each school. He felt that administration should address this. Mr. Madancy replied that this is being addressed and inputting the data will be part of professional development.

Mrs. Queen requested more information on data days. Mr. Madancy replied that it is a combination of days such as a School Improvement Plan day, which is a two-hour Tuesday afterschool meeting, or a two-hour early release day. The teachers develop the IAGDs as part of their Teacher Evaluation Plan and have growth targets that they have selected which this allows them to do once the assessments have been inputted. They will run reports to look at the trends and patterns amongst the cohorts of students that they are assigned to. Mrs. Queen felt that the Board members should understand the different types of assessments, such as what is a benchmark, etc. Mr. Madancy replied that there are summative and formative assessments. Summative is what summarizes student progress over time. Formative informs of progress over time but it is not an end result. They don't assign grades to formative assessments. He explained the difference between the two.

Mrs. Lombardi requested an overview of the ability of the system in creating tests and how powerful that particular function is, as well as co-authoring. Mr. Madancy replied that the next layer of Schoolnet will be the creation of assessments. They want to be careful of not having redundancy because the state is now creating the interim SBAC assessments. They want to see what those are before they go and start creating similar assessments and using time to do that. He noted that for the curriculum-based assessments they could create an assessment to be shared amongst teachers. They could author different types of questions and collaborate on an actual assessment. Mrs. Lombardi felt that the sharing of all those tests would save time, offer consistency, and help with differentiation.

Mr. Goralski asked who in the district, besides Mr. Olander and Mr. Madancy, would help with duplication of services with Schoolnet, so they are not left in the cold if an employee leaves. Mr. Olander replied that Jessica Poon, who is part of his Technology Support Team, is assisting in spearheading this initiative. Mr. Goralski asked if two employees were enough, and if that base of expertise should be broader. Mr. Connellan replied that is what they are trying to build with the training. There has been a fairly good size team meeting over the course of the last several months. In terms of primary responsibility, it is clearly with Mr. Olander right now. It will broaden; however, they are in the beginning stages and will build that capacity. It is like the redundancy that they are trying to build with PowerSchool.

f. Year End Report on 2014-2015 Superintendent's Goals

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

“Move to accept the Superintendent’s 2014-2015 End of the Year Goals, as presented.”

Mrs. Queen appreciated the summary detail that was presented in this document and the supporting documents that were attached to it. She felt that she had a very good picture of what is happening district-wide across a variety of departments.

Mr. Oshana thought that the summary that was written was very clear and concise, and covered a lot of things that have happened over the 10 months since Mr. Connellan started. He felt that many things were accomplished in those 10 months. Mr. Oshana wanted to make sure that this document was sent to the press for the public to see what the goals were and the progress that was made.

Mr. Goralski clarified that Mr. Connellan sent the Board a separate cover sheet attached to the goals with a very detailed summary and he would like to have that, or something like it, attached because that summary provided a great amount of information. Mr. Connellan replied that the cover sheet was actually specific to the Board, and that he will modify it. Mrs. Queen added that the summary page brought the document to life and clarified a lot of things.

Mrs. Lombardi noted all the challenges that took place in the district from the day that Mr. Connellan arrived, and the changes were significant. She thought that the whole team in this area of organizational transition has excelled. She thanked the whole cabinet for moving in a very difficult time through a very difficult transition of many people. She thought that the achievement of keeping it all going in light of the transitions does not happen every day. Mr. Connellan pointed out that it was a reflection of the quality of people who work here, and is one reason why it went as smoothly as it has. Mrs. Queen pointed out that it was not only the changes in the district, but also the big changes that were happening in every school district with the federal and state mandates. She thought that the value of what has happened here could not be underestimated.

Mr. Derynoski questioned the goal of Use of Technology in the Teaching and Learning Process on page five where it states, “Develop procedures to assess the use of technology by teachers in the implementation of the curriculum.” He asked if that goal was accomplished. Mr. Connellan replied that it was partially accomplished. Mr. Olander was only hired in January and they wanted him to become knowledgeable about all the schools and meet all the administrators. The Schoolnet database needs to get up and running, and there were two middle schools projects that they needed Mr. Olander to jump into the middle of, so it did not happen as soon as he would have liked to have it happen. At the end of the year, they took the survey that was administered in 2012, when the state was requiring these Technology Plans, and he asked the technology team to modify that survey and got that out to all the teachers in all the buildings. The information is available; however, they just have not done an analysis of that information yet.

Motion carried unanimously by voice vote.

At 8:48 p.m., Mr. Goralski called for a recess from the regular session to reconvene to Executive Session.

Mr. Goralski, Chairperson, reconvened Executive Session at 8:55 p.m.

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

Present from the Administration: Mr. Timothy Connellan, Superintendent of Schools.

Mr. Goralski declared Executive Session ended at 9:55 p.m. and the Board returned to Public Session.

g. Evaluation of Superintendent of Schools 2014-2015 and Compensation 2015-2016

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

“Move to approve the Superintendent’s base salary of \$185,000 for the 2015-2016 school year and the contract modifications as discussed by the Board.”

ROLL CALL VOTE: YES – Mr. Oshana, Mrs. Clark, Mr. Derynoski, Mrs. Johnson, Mrs. Lombardi, Mrs. Queen, Mrs. Notar-Francesco, and Mr. Goralski.

Motion carried unanimously, 8-0.

Mr. Goralski stated that he will provide a press release for the public on the Superintendent’s Evaluation for the 2014-2015 school year. The Superintendent was evaluated based on the following criteria: Board-Superintendent relations, community relations, personnel relations, educational program, business matters, professional leadership and personal qualities. Mr. Connellan met expectations in all areas.

10. ADJOURNMENT

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

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 9:57 p.m.

Respectfully submitted,
Linda Blanchard
Recording Secretary

The minutes presented within this document provide a summary of the discussion that took place at the Board of Education meeting. For the complete discussion of the agenda items, please view the video of the Board meeting on our website at www.southingtonschools.org.

EXECUTIVE DIRECTOR
Bruce E. Douglas, Ph.D.

COUNCIL RESOLUTION ON MAGNET TUITION INCREASES FOR 2015-16

- Whereas, CREC did not increase magnet tuition for FY2010 through FY2012; and
- Whereas, CREC increased tuition for FY2013 through FY2015; and
- Whereas, The State of Connecticut has not increased the magnet subsidy since FY2011; and
- Whereas, Fifteen towns in the CREC region have increased their budgets by less than 2%; and
- Whereas, The average budget increase for school districts in the CREC region is less than 3%; and
- Whereas, The mission of CREC is to serve the best interest of children, families and member districts,

Therefore, be it resolved that

Consent agenda items HH through YY be approved understanding that there will be no magnet tuition increase for fiscal year 2015-16; and

The \$1 million gap that results from this action will be covered by CREC's fund balance.

**Capitol Region Education Council
Magnet School 2014-2015 Billing
Increased by 3% Estimated**

<u>Resident Town</u>	<u>Increase of 3%</u>
Andover	\$992.40
Ashford	\$324.00
Avon	\$6,712.80
Barkhamsted	\$719.85
Beacon Falls	\$144.60
Berlin	\$8,845.20
Bloomfield	\$30,133.80
Bolton	\$1,244.25
Branford	\$162.00
Bristol	\$19,857.75
Burlington	\$3,870.60
Canton	\$4,771.80
Chaplin	\$162.00
Cheshire	\$940.05
Chester	\$150.00
Clinton	\$356.40
Colchester	\$7,790.40
Colebrook	\$126.15
Columbia	\$2,209.65
Coventry	\$4,734.60
Cromwell	\$5,304.60
Durham	\$413.40
East Granby	\$3,259.05
East Haddam	\$2,332.80
East Hampton	\$4,899.00
East Hartford	\$81,079.05
East Windsor	\$11,340.75
Ellington	\$5,733.45
Enfield	\$39,034.80
Essex	\$162.00
Farmington	\$7,556.85
Glastonbury	\$22,128.90
Goshen	\$162.00
Granby	\$5,541.90
Haddam	\$227.55
Hartford	\$322,157.70
Hartland	\$586.95
Harwinton	\$683.10
Hebron	\$4,039.50
Killingly	\$126.15
Lebanon	\$455.10
Litchfield	\$767.25
Manchester	\$50,651.25

**Capitol Region Education Council
Magnet School 2014-2015 Billing
Increased by 3% Estimated**

<u>Resident Town</u>	<u>Increase of 3%</u>
Mansfield	\$426.15
Marlborough	\$3,206.25
Meriden	\$3,411.75
Middlefield	\$468.60
Middletown	\$12,364.80
Morris	\$306.60
New Britain	\$60,767.25
New Hartford	\$3,072.90
Newington	\$12,119.25
Plainville	\$5,377.35
Plymouth	\$472.80
Portland	\$2,871.00
Rocky Hill	\$14,035.95
Simsbury	\$7,983.15
Somers	\$3,808.80
South Windsor	\$16,316.10
Southington	\$17,649.30
Sprague	\$144.60
Stafford	\$2,672.25
Stratford	\$150.00
Suffield	\$6,013.50
Thomaston	\$113.40
Tolland	\$4,527.90
Torrington	\$5,978.10
Vernon	\$18,527.10
Wallingford	\$126.15
Waterbury	\$1,474.50
West Hartford	\$20,923.65
Wethersfield	\$16,013.10
Willington	\$1,098.90
Winchester	\$3,813.30
Windham	\$1,500.45
Windsor	\$44,117.85
Windsor Locks	\$9,757.50
Wolcott	\$466.05
Total	\$964,967.70

CREC Executive Director Profile Report Executive Summary

Attachment #2

June 9, 2015

Submitted by

Dr. Debra Hill, Dr. Ronald Barnes, Mrs. Marie Adair, Dr. Anne Noland
Consultants BWP and Associates

This Executive Summary Report provides data and information gathered through an audit process for the Capitol Region Education Council (CREC) community. The purpose of this process was the development of a leadership profile. Having been approved by the CREC Search Committee, this profile will be used as the basis for the recruitment, identification and selection of an Executive Director for the organization. A special note of thanks is given to the CREC staff for their assistance, and all members of the Hartford community who gave unstintingly of their time to participate in this process.

The timeline for further aspects of this search include: an application deadline of June 30, 2015; initial application screening and interviews by the BWP Search Team July 2015; presentation of a slate of candidates to the CREC Search Committee August 2015; first round interviews and selection of finalists by the Search Committee September 2015; CREC on site visit by finalists to include community feedback September 2015; selection of a New Executive Director, September 2015 with a negotiable 2016 start date. Please contact Dr. Debra Hill, BWP and Associates with questions about this report at drmomaka29@gmail.com.

The components of this summary include five prevalent themes in four categories that emerged based on the data collected and a description of the participant demographics. For the purpose of this report and to assure anonymity, individual participants have not been identified. Furthermore, a complete report has been provided to the CREC Search Committee.

The information provided reflects the overall themes that emerged from input and feedback from numerous constituent groups between April 3 and June 5, 2015. Information was gathered by BWP and Associates consultants via individual face-to face and telephone interviews, focus group discussions, a public meeting and an on-line survey utilizing Survey Monkey. All data was gathered and analyzed exclusively by the BWP consultant team.

In summary, all identified constituent groups were represented. Thus far, through interviews and focus groups approximately 74 individuals responded to the following questions:

1. What do you consider to be the strengths of CREC?
2. What are areas of concern that may need to be addressed?
3. What characteristics, experiences or skills will the new Executive Director need in order to be successful in this position?
4. What other factors should be considered in selecting a new Executive Director.

The electronic survey questions were slightly modified to accommodate an on - line format. Approximately 640 responses were provided. Please note this survey did not track duplication or multiple responses provided by a single individual.

CREC Executive Director Profile Report Executive Summary

Combining the data from all sources and using a frequency distribution format, the following overall themes emerged and are graphically illustrated in a “word cloud” on page 3 of this report.

Five Major Profile Elements

STRENGTHS

- High quality and caliber of services and programs
- Excellent teachers and staff
- Strong relationships with political entities and leaders
- Magnet schools and good school facilities
- Available resources – financially strong

ISSUES AND CONCERNS

- Financial support and funding
- Maintenance of quality programs especially magnet schools
- CREC and school district relationships
- CREC mission alignment/state mandates
- CREC Board governance

LEADERSHIP CHARACTERISTICS

- Strong leader / commitment to the organization /integrity/ managerial skills
- Communication skills
- Relationship builder/interpersonal skills/public relations skills
- Collaborative - team builder
- Visionary

OTHER FACTORS TO CONSIDER

- History of visionary leadership
- Potential candidate could possibly be a local superintendent or a person from Connecticut
- Experience in urban/suburban / multicultural environments
- Educational experience
- Business/entrepreneurial experience

CREC Executive Director Profile Report Executive Summary

CREC Leadership Profile Word Cloud



CREC Executive Director Search Participation in Interviews and Focus Groups By Category

Number of Participants	Category
	Interviews
11	Search Committee
2	CREC Council
3	Community Representative/Organization
3	Current and Past Executive Directors
5	Superintendents
3	Political/Legal Interests
2	Program Directors
1	Union Leadership
4	Former Leadership Staff
34	Total
	Focus Groups
10	Superintendents
15	Leadership Team Members
6	Administrative Cabinet Members
9	Principals and Program Directors – Public Meeting
40	Total
74	Grand Total

CREC Executive Director Profile Report Executive Summary

CREC Survey-Demographics

Q1 Please indicate all which apply to you:

Answered: 640 Skipped: 3

Answer Choices	Responses	
I live in the Hartford area.	43.91%	281
My children attend or attended one of the CREC schools or programs.	48.28%	309
My children attend or attended our local neighborhood school.	20.78%	133
My children attend or attended a private school in the Hartford area.	4.69%	30
I am a student in a CREC school or program.	0.94%	6
I am a student in a neighborhood school.	0.31%	2
I represent a current non-child household.	8.13%	52
I volunteer in a CREC school or program.	2.97%	19
I am retired.	1.09%	7
I hold an elected political office.	0.78%	5
I am employed by CREC.	59.38%	380
I am not employed by CREC.	21.41%	137
I am a former member of the CREC Council.	0.16%	1
I am a member of the CREC Council.	0.78%	5

Total Respondents: 640

Q2 If you are employed by CREC, please specify your position:

Answered: 394 Skipped: 249

Answer Choices	Responses	
Teacher	38.58%	152
Administrator in a CREC school or program	10.91%	43
CREC Senior Leadership Management Team member	2.79%	11
Other certified staff	15.99%	63
Support staff (includes secretaries, instructional assistant, custodian, bus driver, food service).	15.99%	63
Paraprofessional/ child care worker	4.31%	17
Other	14.97%	59

Total Respondents: 394

CREC Executive Director Profile Report Executive Summary

Profile Element Percentages Interviews and Focus Groups

% of Participants	Themes
	Strengths
34	High quality and caliber of services and programs
23	Excellent/great staff and faculty
14	Strong political relationships
11	Magnet schools and school facilities
10	Available resources
	Issues and Concerns
28	Funding/financial support and budgets
27	Maintenance of quality programs/magnet schools and declining enrollment
27	Partnerships & relationships with local superintendents
25	CREC mission alignment
15	CREC Board governance
	Leadership Skills and Characteristics
48	Strong leader
40	Relationship builder
40	Collaborative team leader/builder
37	Visionary
21	Communication/politically astute
	Other Factors to Consider
4	Past history of visionary Leadership
2	Possibly a local superintendent or person from Connecticut
2	Urban/suburban/multicultural experience
1	Experience in education
1	Business/entrepreneurial experience

CREC Executive Director Profile Report Executive Summary

Profile Percentages from Survey Participants

% of Participants	Themes
	Survey question 3 – Select the 4 most significant strengths of CREC
65	Excellent teachers and staff
47	Educational options and programs
45	Magnet school and good facilities
32	Available resources
31	Reputation and relationships with political leaders
	Survey question 4 – Select the 4 most important issues or concerns
73	Financial support and funding
50	Maintenance of quality programs
37	CREC and local school district relations
31	CREC and mission alignment – mandates from the state
29	CREC Board governance/cost of services
	Survey questions 5 – Select the 4 most important characteristics for the new Executive Director
71	Integrity/commitment and commitment
63	Relationship builder/interpersonal skills
54	Visionary
52	Communication/good judgment
50	Collaborative/team builder
<i>Extremely Important</i>	Survey question 6 – indicated level of importance for other factors to be considered
71	Experience in urban/suburban and multicultural areas
63	Experience in strategic planning
50	Educational experience
40	Experience in finance/personnel
35	Experience in the political arena