

**Southington Board of Education  
Southington, Connecticut  
Regular Meeting  
November 9, 2017**

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The regular meeting of the Southington Board of Education was held on Thursday, November 9, 2017 at 7:00 p.m. in the John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut.

**1. CALL TO ORDER BY SUPERINTENDENT OF SCHOOLS**

The meeting was called to order at 7:00 p.m. by Superintendent of Schools, Mr. Timothy Connellan. Board members present were Mr. Joseph Baczewski, Mr. Robert Brown, Mrs. Terri Carmody, Mrs. Colleen Clark, Mr. David Derynoski, Mr. Brian Goralski, Mr. Zaya Oshana, and Mrs. Patricia Queen. Absent was Ms. Lisa Cammuso.

Present from the administration were Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; Mrs. Sherri DiNello, Director of Business and Finance; Mr. Peter Romano, Director of Operations; and Ms. Margaret Walsh, Director of Special Services.

Student Representatives present were Bianca Spataro and Sean Young.

**2. PLEDGE OF ALLEGIANCE**

The children of Mr. Baczewski led in reciting the Pledge of Allegiance.

**3. SWEARING IN OF BOARD MEMBERS BY TOWN CLERK**

Mr. Connellan turned the meeting over to Ms. Kathy Larkin, Town Clerk. Board members were sworn in by Ms. Larkin.

**4. ELECTION OF BOARD OFFICERS**

Mr. Connellan congratulated all the Board Members and called for nominations for the Chairperson of the Board of Education. Mrs. Carmody stated that it was her great pleasure to nominate Mr. Brian Goralski as the Chairperson of the Board of Education. Mr. Connellan asked if there were any other nominations for the position of Board of Education Chairperson, and Mr. Derynoski nominated Mr. Zaya Oshana.

Members were directed to state the name of their nominee of choice when their name is called.

**ROLL CALL VOTE:**

**In favor of Mr. Goralski** – Mrs. Terri Carmody, Mrs. Colleen Clark, Mrs. Patricia Queen, Mr. Joseph Baczewski, and Mr. Brian Goralski

**In favor of Mr. Oshana** – Mr. Robert Brown, Mr. David Derynoski, Mr. Zaya Oshana.

**Mr. Goralski was elected Chairperson of the Board with the majority vote of 5-3.**

Mr. Goralski asked for nominations for the position of Vice Chairperson. Mrs. Clark stated that it was her pleasure to nominate Mrs. Terri Carmody as the Vice Chairperson. Mr. Goralski asked if there were any other nominations for the position of Board of Education Vice Chairperson, and there were no other nominees.

**ROLL CALL VOTE: YES** – Mr. Baczewski, Mr. Robert Brown, Mrs. Colleen Clark, Mr. David Derynoski, Mr. Zaya Oshana, Mrs. Patricia Queen, Mr. Brian Goralski, and Mrs. Terri Carmody.  
**Mrs. Carmody was unanimously elected Vice Chairperson of the Board.**

Mr. Goralski asked for nominations for the position of Secretary. Mrs. Queen nominated Mrs. Clark for the position of Secretary. Mr. Goralski asked if there were any other nominations for the position of Board of Education Secretary, and there were no other nominees.

**ROLL CALL VOTE: YES** – Mr. Baczewski, Mr. Robert Brown, Mrs. Terri Carmody, Mr. David Derynoski, Mr. Zaya Oshana, Mrs. Patricia Queen, Mr. Brian Goralski, and Mrs. Colleen Clark.  
**Mrs. Clark was unanimously elected Secretary of the Board.**

Mr. Goralski congratulated his returning peers and welcomed the two newly elected Board of Education Members. As a group they will to continue to work together and promise to do the best they can on behalf of all students and families in the Southington community.

Mr. Goralski began the process of naming the committees and reminded the Board of Education to address the chairperson and copy him with any correspondence pertaining to specific areas. With two new Board of Education Members, the committees will be confirmed at the December meeting; however, the chairperson of each committee was named.

- **Policy and Personnel** – Patricia Queen, Chairperson; other members to be determined
- **Finance Committee** – Colleen Clark, Chairperson; other members to be determined
- **Curriculum and Instruction** – Terri Carmody, Chairperson; other members to be determined
- **Parliamentarian** – Timothy Connellan
- **CREC** – TBD
- **Self-Insurance** – Colleen Clark, Zaya Oshana, Patricia Queen, Sherri DiNello (ex-officio)
- **SEED** – Terri Carmody
- **Facility Advisory Committee** – TBD
- **Southington High School Business Advisory Committee** – TBD
- **CABE Board of Education Representative** – TBD
- **Southington High School Manufacturing/Technology Representative** – TBD
- **Middle School Sports Association Committee** – Patricia Queen, Zaya Oshana

Mr. Goralski requested a moment of silence for Delores Melizia and Lucille Felt. Delores was a crossing guard who retired in 2012 and Lucille was an elementary teacher who retired in 1990.

**5. APPROVAL OF MINUTES ~ October 26, 2017**

**MOTION:** by Mr. Goralski, seconded by \_\_\_\_\_ :

**“Move to approve the minutes of the Regular Board of Education meeting of October 26, 2017.”**

**Motion carried with seven votes in favor and one abstention.**

**6. COMMUNICATIONS**

**a. Communications from the Audience**

**b. Communications from the Board**

The Board members reported on the following:

- Mr. Brown shared a statement from Lisa Cammuso who apologized for not being able to attend the meeting as she was overseas. He also congratulated the Board Members and stated he looked forward to working together.
- Mrs. Queen shared that while campaigning, she received positive responses about the school district. The only critique included parents and grandparents who have trouble helping their children/grandchildren with their math assignments.
- Mr. Oshana was appreciative of the nomination and thanked the community for their support. He attended the Veterans Day Concert and was given patches from Steve Pinarich to give to each of the Board Members.
- Mr. Derynoski reported that they had their first technology advisory meeting. The schedule is rather aggressive and they will work with more community leaders throughout the school year.
- Mr. Baczewski thanked community, his wife, Cindy, and his children, Ziggy and Hannah, for their support.

**c. Communications from the Administration**

Mr. Connellan recognized Mrs. Kimberly Hunt, Personnel Manager, who was in the audience. Mrs. Hunt recently announced her retirement and he wanted to publically thank her for her years of service and acknowledge his appreciation for her work throughout the years. The Board also thanked her and stated their appreciation for her work and professionalism.

1. Election Day – Report on Professional Development Activities – Improving Professional Practice by Supporting Teachers and Staff: Mr. Madancy reported that the staff professional development went very well and they received positive feedback. The morning session was building-based and was devoted to teachers collaborating and using the instructional team model. This allowed them to select areas of focus that they felt would help them with student outcome and gave them the time to target, focus, and collaborate. The afternoon session included the elementary staff working with the

coordinators of Language Arts, Math, and Science; the secondary staff were trained by Christina Simms, Director of Youth Services, in the current trends and signs of substance abuse. The session was coordinated by Mrs. Simms and was time well spent. Lastly, Rebecca Savelkoul, Instructional Technology Coordinator, worked with the special education staff and support staff and introduced them to Skype for Business. This will enable staff to collaborate virtually. Mr. Madancy recognized the Professional Development and Evaluation Committee for their work in organizing the professional development sessions.

2. Paperless Efficiency – Electronic Report Cards for All Schools - Implementation: Mr. Connellan stated that, in an effort to strive to be paperless, all report cards will be sent electronically. The district piloted paperless report cards last year and it was well-received. In the event a family does not have email or would like a paper copy, Mr. Connellan confirmed that they will accommodate the requests. This process is much more efficient and will save the district money in postage and time for staff.

3. Electricity Efficiency and Savings – LED Bulb Replacement Plan: Mr. Connellan distributed a memo re LED Replacement for Fluorescent bulbs. He acknowledged the hard work of Mr. Romano who coordinated the efforts and the significant cost savings to the district because of his work. Southington Public School's staff will be doing the installation.

**d. Communications from Student Board Representatives**

*Sean Young reported on the following:*

- PTO meeting was Monday, November 6, 2017.
- This was a three day week for students. November 7 was Election Day and November 10 is Veterans Day.
- They had the annual Veterans Day concert in the auditorium at the high school
- Mr. Connellan and Mr. Stranieri are going to accompany Ms. Patten at the Bushnell to celebrate her being recognized as Teacher of the Year.
- Parent-Teacher conferences were also scheduled for November 16 and there is an early dismissal for students.

*Bianca Spataro reported on the following:*

- SBAC is scheduled for students.
- Homecoming Dance is scheduled for November 17, 2017 and they will name the King and Queen, as well as, the Prince and Princess.
- Thanksgiving Day Football Game is scheduled for November 23, 2017 at 10:00 a.m. in Cheshire.
- November 20, 2017 is the ... Luncheon. This is an opportunity for high school students to share some information about high school with middle school students.
- November 22, 2017 is the annual Powder Puff Football game against New Britain.

**7. REPORT OF THE SUPERINTENDENT**

**a. Personnel Report**

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

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

**Motion was carried by voice vote with unanimously.**

## **8. OLD BUSINESS**

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

Mr. Goralski stated that the chairperson from the different town committees will be meeting monthly. The goal is to keep the communication open with all town leaders and will include the Town Manager and the Superintendent of Schools.

### **b. Budget 2017-2018**

Mrs. DiNello gave a brief update now that the state budget is passed. She reviewed the numbers submitted in the packet. There was some discussion about the appropriation. Mr. Goralski asked for a consensus from the Board to have Mrs. DiNello draft a letter for him to sign and they will send to the Board of Finance and Town Council to request an appropriation. This will be a recurring item on future Board of Education agendas.

**MOTION:** by Mrs. Carmody, seconded by Mr. Derynoski:

**“Move that the Board request an appropriation for the Board of Finance and Town Council in the amount of \$6,898,970.”**

**Motion carried unanimously by voice vote.**

## **9. NEW BUSINESS**

### **a. Technology Presentation**

Mr. Jamie Olander, Director of Technology, updated the Board from the last presentation (Attachment A) and shared the accomplishments. Following his presentation, there was some discussion about setting-up the district to be a one-to-one district. Mr. Olander will continue to update the Board on the status of the infrastructure and the cost associated with reaching full capacity.

**Mr. Goralski moved Agenda Item b., Approval of Out of State/Overnight Field Trip, to be next on the agenda.**

### **b. Approval of Out of State/Overnight Field Trip**

Agriculture Science and Technology teacher, Ms. Jennifer Shields, requested that the Board approve their request to attend the National Future Farmers of America (FFA) Convention in Indiana from October 23-27, 2018.

**MOTION:** by Mrs. Carmody, seconded by Mr. Derynoski :



**“Move that the Board of Education approve the field trip request for the Agriculture Science and Technology FFA group to attend the annual FFA Convention in Indiana as presented by the administration.”**

**Motion was carried unanimously by voice vote.**

**c. Capital Improvement Plan 2018-19 to 2022-23 ~ First Reading**

Mrs. DiNello shared that Mrs. Jennifer Mellitt, Purchasing Agent, and Mr. Romano worked together on the Capital Improvement Plan. The plan is a first read and Board Members are welcome to contact Mrs. DiNello prior to the next meeting to address any additional information or to answer questions.

**d. Policy Approval – Policy #1230, Booster Clubs ~ First Reading**

Mrs. Queen mentioned this policy during her Committee report at the last Board of Education meeting. This is the draft of that policy. If any Board Members have questions pertaining to this Policy, they should contact Mrs. Queen prior to the next meeting.

**10. EXECUTIVE SESSION TO DISCUSS: STUDENT MATTERS, UPSEU OT/PT CONTRACT NEGOTIATIONS, AFSCME CONTRACT NEGOTIATIONS, AND PERSONNEL MATTERS**

**MOTION:** by Mr. Derynoski, seconded by Mr. Oshana:

**“Move that the Board go into Executive Session, excluding the public and the press, for the purpose of discussions related to contracts and student matters, and upon conclusion reconvene to public session to complete the agenda.”**

**Motion carried unanimously by voice vote.**

The meeting adjourned at 8:15 p.m.

Submitted by,

*Michelle Passamano*

Recording Secretary

Mr. Brian Goralski, Board Chairperson, called the Executive Session to order at 8:20 p.m.

**Members Present:** Mr. Joseph Baczewski, Mr. Robert Brown, Mrs. Terri Carmody, Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Patricia Queen, Mr. Zaya Oshana and Mr. Brian Goralski.

**Administration Present:** Mr. Timothy Connellan, Superintendent of Schools, Mr. Steven Madancy, Assistant Superintendent of Schools, and Mrs. Sherri DiNello, Director of Business and Finance.

*The board reconvened public session at 9:35 p.m.*

**11. RECONVENE MEETING ~ REGULAR SESSION**

**MOTION:** by Mr. Oshana, seconded by Mr. Derynoski:

**“Move to add item 11a student expulsion to the agenda.”**

**Motion carried unanimously.**

**MOTION:** by Mr. Oshana, seconded by Mr. Brown:

**“Move to add item 11b student expulsion to the agenda.”**

**Motion carried unanimously.**

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

**“Move to expel Student 2017-2018 01 as stipulated by the Superintendent.”**

**Motion carried unanimously.**

**MOTION:** by Mrs. Carmody, seconded by Mr. Baczewski:

**“Move to expel Student 2017-2018 02 as stipulated by the Superintendent.”**

**Motion carried unanimously.**

**MOTION:** by Mr. Baczewski, seconded by Mr. Oshana:

**“Move to adjourn.”**

**Motion carried unanimously by voice vote.**

The Board adjourned at 9:40 p.m.

Respectfully submitted,

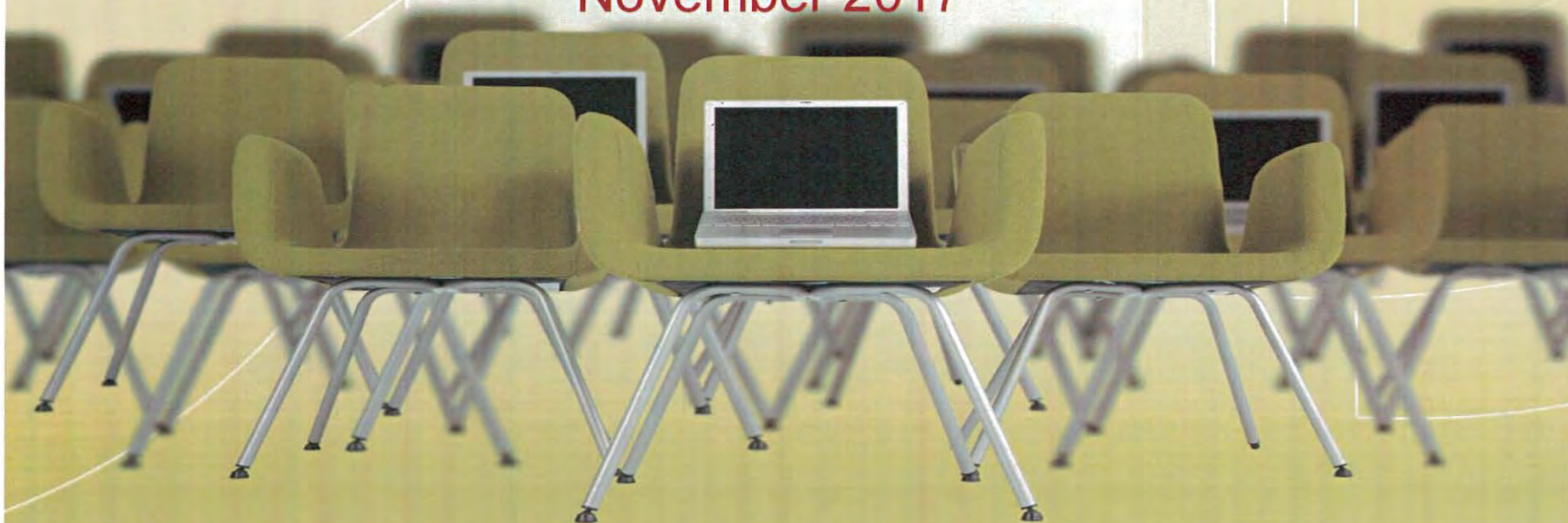
*Colleen Clark*

Colleen Clark, Secretary  
Southington Board of Education



# Technology Update

Southington Public Schools  
November 2017





## Challenges of technology

- The Southington Public Schools network has grown and matured greatly in the last few years
- Gaps developed as new technology was deployed and older systems were not decommissioned
- Security and process controls were not kept up with the rapid pace at which the demand for technological solutions had progressed



# Executive Summary

- Engaged The Walker Group to perform an Infrastructure assessment
- This was driven by challenges with the schools wireless system and network outages
- The goal of this engagement was to identify vulnerabilities in the environment and areas of improvement





# Analysis and Update

- FINDING: A network switch is a device that connects devices together on a network by using the switch to receive, process and forward data to other devices. The configuration/set up of the various switches were not optimal which affected performance and overall resiliency.
  - UPDATE: District switch configurations were updated to ensure consistency amongst schools. Communication between devices is now faster and more efficient.



# Analysis and Update

- FINDING: Our current wireless solution (Aerohive) was installed with minimal configuration; When combined with the growth of wireless dependency our network was unable to deliver appropriate capacity.
  - UPDATE: A wireless audit was performed which indicated areas of weak signal and interference. Aerohive Access Points (APs) were reconfigured which increased connection reliability and efficiency. The creation of heat map is scheduled which will poll signal strength and identify dead zones, and help us continue to improve wireless coverage.





# Analysis and Update

- FINDING: The district had no centralized platform to manage devices safeguarding our students or employees from unwanted applications or information.
  - UPDATE: A Mobile Device Management System (MDM) was implemented to securely manage data on all district mobile devices allowing Technology to roll out updates, monitor compliance within the State's Data Privacy Act as well as block access to certain online content



# Analysis and Update

- FINDING: The district's old firewall and end point protection (antivirus) needed upgrading to meet with the demands of faster internet access, faster computers and increased reliance on the internet.
- UPDATE: Implemented a robust solution which now blocks modern threats such as advanced malware and application-layer attacks.





# Analysis and Update

- FINDING: Wi-Fi Access needed to be reconfigured to ensure better security and reliability of our network.

-UPDATE: A new authentication method was created to ensure staff, students, and guests have separate access points which will allow more control over bandwidth usage.



# Analysis and Update

- **FINDING:** The district's current domain/password policy was very weak.

**-UPDATE:** A password policy was created to protect access to our computers and ensure that our systems remain secure.

- No passwords are to be spoken, written, e-mailed, hinted at, or shared
- Password is at least 8 characters long
- Passwords will change every 90 days
- Users will be prohibited from re-using the last 3 previously used passwords
- Password contains characters from all the following four categories:
  - English uppercase characters (A...Z)
  - English lowercase characters (a...z)
  - Base 10 digits (0...9)
  - Non-alphanumeric (exclamation point [!], dollar sign [\$], pound sign [#], percent sign [%], etc.)







# Questions?

