

Board of Education Regular Meeting
Monday, October 1, 2012 7:00 PM Eastern

Pinney Administration Building
16 Levinthal Run
Stafford Springs, CT 06076

I.	Call to Order- Establishment of Quorum
II.	Pledge of Allegiance
III.	Secretary's Report- Approval of Minutes
III.A.	Regular Meeting- 9/24/12
IV.	Treasurer's Report
IV.A.	Grants, 9/21/12- \$3,779.15
V.	Correspondence
VI.	Board Reports
VI.A.	Student Representative's Report
VI.B.	Budget Committee
VI.C.	Curriculum Committee
VI.D.	Policy Committee
VI.E.	Negotiation Committee
VII.	Superintendent Reports
VII.A.	ORCA (Online Reading Comprehension Assessment) Project Summary
VII.B.	Report on 2012 SAT Results
VII.C.	Administrators' Reports on 2011 - 2012 School Goals and Presentation of 2012 - 2013 School Improvement Plans- Stafford High School and Stafford Middle School
VII.D.	Administrators' Presentation of 2012 - 2013 District Improvement Plans- Directors of Curriculum & Instruction and Pupil Services
VII.E.	Reinstatement of the Stafford High School Debate Club
VIII.	Public Forum
IX.	Old Business
X.	New Business
X.A.	Approval of Change to Authorized Signers for the Child Nutrition Program
X.B.	Review and Possible Approval of Revisions to Current Board Policies
XI.	Personnel Matters
XII.	Student Matters

**Regular Meeting
Stafford Board of Education
Pinney Administration Building
September 24, 2012**

Board Members Present: Mrs. Sandy Fowler, Chairperson
Mrs. Tracy Rummel, Secretary
Mrs. Lisa Finch
Ms. Beth Ann Morhardt
Ms. Sonya Shegogue

Absent: Mr. Stephen Szymanski
Mrs. Kathy Walsh

Also Present: Dr. Patricia A. Collin, Superintendent of Schools
Mr. Evan Cummins, Student Representative

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 7:03 p.m. A quorum was established.

Item II. Pledge of Allegiance

Mr. Cummins led the Board in the Pledge of Allegiance.

Item III. Secretary's Report- Approval of Minutes

Regular Meeting, 9/10/12

A consensus of the Board approved the Secretary's Report for the regular meeting held on September 10, 2012, as corrected (Mr. Cummins' name was omitted from the list of those present at the meeting).

Item IV. Treasurer's Report

Bills, 9/12/12- \$627,560.06
Bills, 9/12/12- \$6,920.45
Bills, 9/20/12- \$1,001,666.09

A consensus of the Board approved the Board Bills, as presented.

Item V. Correspondence

There was no Correspondence.

Item VI. Board Reports

A. Report from Student Representative

Mr. Cummins reported on the following topics:

- Sports Update
- Music and Drama Update
- Staffordville Open House, which was held on 9/14
- School Store (Collaboration between the Student Council and Special Education Department)
- FBLA Elections
- SHS Open House
- Informational Meeting for Washington DC Trip
- College Knowledge Night for Students and Parents

B. Budget Committee

The Budget Committee members are Mr. Szymanski, Mrs. Fowler, and Ms. Morhardt. Mrs. Fowler stated that the Budget Committee meeting that was originally scheduled to precede this meeting has been rescheduled to October 1, 2012, at 6:30 p.m. Dr. Collin stated that she and Mr. Domanico, Business Manager, have a meeting scheduled with Mr. Muska, Chairperson of the Board of Finance, on Monday, October 1.

C. Curriculum Committee

The Curriculum Committee members are Mrs. Rummel, Mrs. Walsh and Ms. Shegogue. There was no update from the Curriculum Committee. Mrs. Fowler stated that she plans to email Mr. Bednarz regarding scheduling a meeting before the budget process begins.

D. Policy Committee

The Policy Committee members are Mrs. Fowler, Chairperson, Mrs. Finch, Ms. Morhardt and Mrs. Rummel (alternate). There was no update from the Policy Committee. Dr. Collin reported that the Administrative Policy Committee met that morning. She asked if the Board Policy Committee members could stay after the meeting to schedule a time to meet.

E. Negotiation Committee

The CSEA Negotiation Committee members are Mrs. Rummel, Ms. Morhardt and Mrs. Walsh. The SEA Negotiation Committee members are Mrs. Rummel, Mrs. Fowler and Ms. Shegogue. Mrs. Rummel stated that the CSEA Negotiation Committee met prior to the Board meeting. She said that the Committee feels that they have a package prepared, which they are hopeful will be presented to the full Board on October 22, 2012.

Item VII. Superintendent's Reports

A. Financial Report through August 2012

Dr. Collin presented the financial report of funds budgeted and encumbered/expended from July 1, 2012, through August 30, 2012, as prepared by Mr. Jerry Domanico, Business Manager. The total 2012-2013 Itemized Estimate of the Cost of Maintenance for Stafford Public Schools is \$26,104,054.

The Board was provided with a report and table that indicated that the period to date encumbrances / expenditures total \$4,093,189, leaving a balance of \$22,010,865 or 84.3% of the total budget to be encumbered / expended by June 30, 2013.

Mrs. Fowler asked if Mr. Domanico could review the 200 code- Benefits. Mr. Domanico explained that the “Expended” amount is the amount that has already been paid out to vendors and that the “Encumbered” amount is the amount that has been allocated for future payment. Mr. Domanico also stated that he is looking to revise the format of the report. Mrs. Fowler asked if there were any accounts about which the Board should be concerned, since it looks like some of the accounts have a high percentage of funds expended / encumbered for this early in the year. Specifically, Mrs. Fowler asked that Mr. Domanico be vigilant about the benefits account.

B. Summary of Legislation Enacted in the 2012 Regular Session of the Connecticut General Assembly

Dr. Collin reported that each year, following the legislative session, there is an update on new laws that will affect schools. She provided the Board with a comprehensive review of the summary of education legislation enacted at the 2012 regular session of the Connecticut General Assembly, some of which will require that the district creates new / revises existing Board of Education policies.

The Public Acts that Dr. Collin highlighted are the following:

- PA 12-63: An Act Concerning Teacher Certification
- PA 12-82: An Act Concerning Revisions to Statutes Concerning the Department of Children and Families
- PA 12-88: An Act Concerning the Reporting of Children Placed in Seclusion
- PA 12-116: An Act Concerning Educational Reform
- PA 12-120: An Act Concerning Minor Revisions to the Education Statutes
- PA 12-173: An Act Concerning Individualized Education Programs and Other Issues Relating to Special Education
- PA 12-198: An Act Concerning the Administration of Medicine to Students with Diabetes, the Duties of School Medical Advisors, the Availability of CPR Training Materials for Board of Education and Physical Exercise during the School Day
- PA12-43: An Act Concerning Family and Medical Leave Benefits for Certain Municipal Employees
- PA 12-125: An Act Concerning Hearings before the Administrator and the Employment Security Appeals Division under the Employment Compensation Act

Dr. Collin also reviewed the new State Board of Education policy regarding the definitions of excused and unexcused absences.

A complete copy of the *Summary of Legislation Enacted in the 2012 Regular Session of the Connecticut General Assembly* is available in the Superintendent’s Office and on the State Department of Education’s web site.

Mrs. Fowler stated that she believes that the new legislation regarding professional development and the changes in the teacher evaluation plan could be very costly. She asked if it would be possible to put a dollar figure on the cost of the initiatives (such as the impact on Mr. Skala’s time, substitute coverage, etc.). Dr. Collin stated that the teacher evaluation plan is not yet available. Since the district hasn’t finalized its plan, it isn’t possible to associate cost at this time. She noted that she has a meeting scheduled with the leadership of the teachers’ union, at which time she plans to discuss the implications of this plan and the possibility of training teachers to do some of these evaluations. Dr. Collin also noted that additional meetings associated with the special education referral process may have an implication on the budget.

Mrs. Rummel stated that she may email questions to Dr. Collin.

C. **Presentation of School District Profiles**

Dr. Collin stated that at the Board meeting on August 20, 2012, she informed the Board that the State will now be assessing school performance and progress in the 2012-2013 school year based on Connecticut's new accountability system. She provided the Board with a summary of the new metrics and school classification as presented to Superintendents on July 23rd and, again, at the Commissioner's Convocation in August. The presentation slides, a description of the new accountability indicators, a summary of the NCLB waiver flexibilities, and a narrated presentation that explains the new measurement and accountability system, are available on the Connecticut State Department of Education's website at:

<http://www.csde.state.ct.us/public/cedar/nclb/index.htm>

Dr. Collin stated that the Connecticut State Department of Education (CSDE) used data from previous years to set differentiated performance targets for districts, schools and subgroups for the 2012-2013 school year. Dr. Collin provided Board members with copies of the school profiles for the elementary, middle and high schools, which capture performance across schools, as indicated below.

- CAPT School Performance Targets for the 2012-2013 School Year
- CAPT District Performance Targets for the 2012-2013 School Year
- CMT School Performance Targets for the 2012-2013 School Year (Stafford Elementary School)
- CMT School Performance Targets for the 2012-2013 School Year (Stafford Middle School)
- CMT District Performance Targets for the 2012-2013 School Year

Connecticut's New Accountability System: Metrics & School Classification

Dr. Collin stated that students in Connecticut will be expected to participate in the CMT and CAPT until implementation of the Smarter Balanced Assessments in 2014. Aligned to the Common Core State Standards in English Language Arts/Literacy and Mathematics, the goal of these assessments is to help prepare all students to graduate high school college- and career-ready.

In previous years, schools were classified based on their CMT/CAPT performances, specifically, their attainment of Annual Yearly Progress (AYP), targets which were set by the CSDE in response to No Child Left Behind (NCLB). Approved by the USDE on May 29, 2012, the NCLB waiver has a number of implications for school districts in Connecticut. Implications include, but are not limited to, the following:

- Replace annual yearly progress (AYP) under NCLB with CT-designed annual performance targets
- Schools will not be identified as "in need of improvement" based on this year's data
- Schools that have already been "in need of improvement" will not be required to implement certain NCLB sanctions

NCLB requirements which were not waived by the USDE include the following:

- Highly qualified teacher requirements
- Parent involvement requirement (includes 1% reservation for parent involvement for districts receiving more than \$500,000 in Title I, Part A funds)
- Private school equitable services requirements

Below is a slide from a presentation in July 2012, which Dr. Collin attended, the purpose of which was to communicate to Superintendents information about Connecticut's new accountability system. It summarizes the differences between NCLB and CT's new metrics.

Major shifts:

<u>NCLB</u>	<u>CT's new indicators</u>
Target is Proficient	Target is – on average – at Goal
Get to 100% by 2014	Halfway to target by 2018
Only math and reading count	Math, reading, writing, and science count
Only capture progress from Basic to Proficient	Count progress between all levels
School progress only measured by standardized test scores	School progress also measured by high school graduation rates (4-year and extended)
Accountable for subgroups of students, "n" size = 40	Still accountable for subgroups of students, "n" size = 20; majority of subgroups approach

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Effective this year, the CSDE will calculate a Performance Index (0-100) for its schools and districts. The PI counts performance in all tested grade levels, incorporates all tested students (including students who take the MAS and the Skills Checklist), and includes performances of "all student groups and subgroups (ELL, SWD, Black, Hispanic F/R Lunch). The PI captures performance and progress across performance bands and big picture "trends" while allowing for disaggregation by subject, subgroup and grade level.

Relative to the graduation metrics for high school, the previous 4-year cohort graduate rate was federally defined and included the percentage of incoming 9th graders who graduate from 12th grade within four years with a standard diploma. The new "extended" graduate rate metric will count students who stay enrolled in high school for longer than four years and students who receive a certificate of completion. The new metric, however, will not count students who dropped out or transferred to another school district but never enrolled or have an unknown status. We anticipate the new graduation metric for high schools will positively impact the percentage of students who will be counted as graduates.

Dr. Collin reviewed CSDE's PowerPoint presentation entitled *Connecticut's New Accountability System: Metrics and School Classification*. She also reviewed the school and district profiles.

Mrs. Fowler asked if data from other districts was available for comparison purposes. Dr. Collin stated that she does not believe that data is available, but that she would share that information with the Board if / when it became available.

Mrs. Rummel stated that she is looking forward to speaking with representatives from other districts at the CABA Convention in November to see where they are with this plan.

Item VIII. Public Forum

A member of the audience asked a question about the school profiles / which grades were required to take the CMT and CAPT. Dr. Collin responded that students in grades 3 – 8 take the CMT and students in grade 10 take the CAPT. It was asked if there are any State goals for the lower grade levels. Dr. Collin said that there are not, but that Ms. Michaud and Mrs. Falcetta have been collaborating with the other administrators and that their goals mirror those at the higher grade levels.

A member of the audience stated that this is an exciting time to be in education. She said that up until 3rd grade, students are taught how to read. In 3rd grade and up, students are reading for information. Student success hinges on whether or not students are proficient readers by the time they reach 3rd grade.

A member of the audience commented on the high school's dropout rate and that she can't believe that 25% of the high school population is dropping out. She said that she spoke with the State and that students with "unknown" status are hurting the dropout rate. She also noted that the town has a high teen pregnancy rate. Lastly, she commented that the business community is willing to work with the school community to help these students. Mrs. Fowler asked Dr. Collin where the district stood with the Dropout Prevention Committee. Dr. Collin responded that there is no longer grant funding available for this purpose, but she feels that it is important to reconvene this committee. Dr. Collin also noted that at the next Board meeting, Mr. Pelliccia would be discussing the new initiatives that have been put into place to address these issues (i.e. Freshman House, Credit Recovery Program). Mrs. Rummel stated that the collaboration between the middle and high schools is very important so that at-risk students can be identified sooner. She also said that she is very interested in looking at the data to see if the new programs are making a difference.

A member of the audience said that she spoke with the State, who couldn't understand why the district's CAPT scores were so low.

A member of the audience stated that there are many parents complaining about the salary of one of the teachers, which was reported in the newspaper. She said that it is difficult to get the budget passed due to the tax base. She noted that collaborations with the town are important, such as the new SCANS notification system. She said that using Board minutes as the form of communication with the community is not working. Mrs. Fowler mentioned that volunteers used to tape the Board meetings for Cox's community channel. She said that would be an excellent volunteer opportunity, and it would help get the information that is discussed at Board meetings out to people that can't attend a meeting in person.

Ms. Morhardt suggested that the service corps students could be available to provide daycare during the Board meetings as a way to help parents. She also noted that Board members can't make people come to Board meetings. She said that she encourages people to contact her by phone and email if they have questions. She said that she'd like more people to attend meetings and to give their opinions, as long as they are respectful and informed.

Mrs. Finch stated that time would be best spent ensuring that those that support the budget get out and vote. She said that it's not likely that anyone will change the minds of those that don't support education.

Mrs. Fowler mentioned that the culture about education won't change overnight.

A member of the audience stated that the SV PTO has requested that a Board meeting be held at the school.

A member of the audience stated that she is working to get parents registered to vote. She is hoping to connect voter registration with upcoming events.

Mrs. Fowler asked if an email could be sent to her or Dr. Collin with an update about taping the Board meetings for Cox.

A member of the audience asked if the amount of money received by the district for each pupil will increase. Mr. Domanico stated that that increase only applies to magnet and charter school students. The district may see a reduction in the tuition that we pay for students to attend magnet schools.

Item IX. Old Business

There was no Old Business.

Item X. New Business

A. Review and Possible Approval of Request for Qualifications / Proposals and Invitation for Proposals

Dr. Collin stated that during the Board meeting on September 10, 2012, she informed the Board that because it is anticipated that a study to determine the most effective configuration to promote student achievement would cost more than \$5,000, in accordance with Policy # 3323.1: Business and Non-Instructional Operations: Soliciting Prices (Bids and Quotations), Estimated Price Over \$5,000, the district must obtain bids for this service.

The Board was sent two draft documents for its consideration, as follows:

- Request for Qualifications/Proposals for Consultative Services for Best Use of Our Educational Facilities, which provides an introduction, scope of services, qualifications, format required for statement of qualifications/proposals, and method of selection; and
- Invitation for Proposal form.

Dr. Collin read the introduction of the RFQ for the audience.

Ms. Morhardt suggested that the Scope of Services be revised to clarify that the firm selected would be the one that would “illicit and consider” the perspective of representative stakeholder groups. Board members agreed.

Board members established a three-week deadline for the RFQ.

Mrs. Finch made a motion, seconded by Ms. Morhardt, that the Board approve of the Request for Qualifications/Proposals for Consultative Services for the Best Use of Our Educational Facilities and Invitation for Proposal, as revised. Mrs. Finch, Ms. Morhardt, Mrs. Rummel and Ms. Shegogue voted for the motion, which carried.

Item XI. Personnel Matters

There were no Personnel Matters.

Item XII. Student Matters

There were no Student Matters.

Item XIII. Adjournment

Mrs. Finch made a motion, seconded by Ms. Morhardt, to adjourn. Mrs. Finch, Ms. Morhardt, Mrs. Rummel, and Ms. Shegogue voted for the motion, which carried. The meeting adjourned at 9:10 p.m.

Respectfully submitted,

Christine C. Marinelli, Recording Secretary

Sandra Fowler, Chairperson

Tracy Rummel, Secretary