

Board of Education Regular Meeting  
Monday, November 5, 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- 10/22/12
IV.	Treasurer's Report
IV.A.	Bills, 10/31/12- \$112,576.44
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.	Stafford High School Adventure & Ski Club
VII.B.	October 1, 2012 Enrollment Report
VII.C.	Head Start Report through October 2012
VII.D.	Status of RFQ- Best Use of Facilities for Stafford Public Schools
VIII.	Public Forum
IX.	Old Business
X.	New Business
X.A.	Review and Possible Approval of New / Revised Board Policies
X.B.	Review and Possible Approval of 2013 Schedule of Regular Board of Education Meetings
XI.	Personnel Matters
XI.A.	Review and Possible Ratification of the Professional Agreement between the Stafford Board of Education and the Stafford Education Association, July 1, 2013 through June 30, 2016 (Executive Session Anticipated)
XII.	Student Matters
XII.A.	Consideration of Superintendent of Schools' Recommendation to Expunge an Expulsion from the Disciplinary Record of Student F (09-10) (Executive Session Anticipated)

**Regular Meeting  
Stafford Board of Education  
Pinney Administration Building  
October 22, 2012**

**Board Members Present:** Mrs. Sandy Fowler, Chairperson  
Mrs. Tracy Rummel, Secretary  
Mrs. Lisa Finch  
Mr. Stephen Szymanski

**Absent:** Mr. Evan Cummins, Student Representative  
Ms. Beth Ann Morhardt  
Ms. Sonya Shegogue  
Mrs. Kathy Walsh

**Also Present:** Dr. Patricia A. Collin, Superintendent of Schools  
Mr. Jerry Domanico, Business Manager  
Mrs. Peggy Falcetta, Principal, Staffordville School  
Mrs. Brandy Gadoury, Teacher, West Stafford School  
Mr. Neil Hoss, Selectman  
Ms. Shelley Michaud, Principal, West Stafford School  
Mr. Hank Skala, Principal, Stafford Elementary School

**Item I. Call to Order- Establishment of Quorum**

The meeting was called to order at 7:00 p.m. A quorum was established.

**Item II. Pledge of Allegiance**

Mrs. Fowler led the Board in the Pledge of Allegiance.

**Item III. Secretary's Report- Approval of Minutes**

Regular Meeting, 10/01/12

A consensus of the Board approved the Secretary's Report for the regular meeting held on October 1, 2012.

**Item IV. Treasurer's Report**

Bills, 10/01/12- \$62,886.42  
Bills, 10/17/12- \$408,637.09  
Grants, 10/17/12- \$11,500.45  
Bills (Encumbered), 10/18/12- \$3,998.60

A consensus of the Board approved the bills and grants, as presented.

## **Item V. Correspondence**

There was no Correspondence.

## **Item VI. Board Reports**

### **A. Report from Student Representative**

Mr. Cummins was absent, but forwarded a report for the Board members. Dr. Collin read the report in its entirety.

### **B. Budget Committee**

The Budget Committee members are Mr. Szymanski, Mrs. Fowler, and Ms. Morhardt. There wasn't an update from the Budget Committee at this time. However, it was noted that the next Budget Committee meeting will be scheduled once the 2013-2014 budget is available for review.

### **C. Curriculum Committee**

The Curriculum Committee members are Mrs. Rummel, Mrs. Walsh and Ms. Shegogue. There was no update at this time.

### **D. Policy Committee**

The Policy Committee members are Mrs. Fowler, Chairperson, Mrs. Finch, Ms. Morhardt and Mrs. Rummel (alternate). Mrs. Fowler stated that the Policy Committee met and there will be policies presented later on the agenda for approval.

### **E. Negotiation Committee**

The CSEA Negotiation Committee members are Mrs. Rummel, Ms. Morhardt and Mrs. Walsh. Mrs. Rummel stated that after a long process, the CSEA contract is being presented to the Board for approval. Mrs. Rummel stated that the Board is still in the process of negotiating with SEA.

## **Item VII. Superintendent's Reports**

### **A. Administrators' Reports on 2011 – 2012 School Goals and Presentation of 2012 – 2013 School Improvement Plans- Stafford Elementary School, Staffordville School and West Stafford School**

Dr. Collin stated that following the release of the 2012 Connecticut Mastery Test (CMT) and Connecticut Academic Performance Test (CAPT) results to districts, Stefan Pryor, Commissioner of Education, forwarded the School District Profiles, which included 2012-2013 differentiated CMT and CAPT performance targets for districts, schools, and subgroups. Based on Connecticut's new accountability system, as described during the September 24<sup>th</sup> Board of Education meeting, prescribed performance targets were based on the School Performance Index (SPI), which ranges from 0 to 100, for schools (Stafford Elementary School, Stafford Middle School, and Stafford High School), subgroups (Students with Disabilities, Eligible for Free or Reduced Price Lunch, Black, Hispanic, English Language Learners) and subject (Reading, Mathematics, Writing and Science).

Mr. Hank Skala, Principal, Stafford Elementary School; Mrs. Peggy Falcetta, Principal, Staffordville School; and Ms. Shelley Michaud, Principal, West Stafford School; highlighted progress on the 2011-2012 School Improvement Plans (SIPs) and provided an overview of the 2012-2013 School Improvement Plans, which were written in S.M.A.R.T. (**S**pecific, **M**easurable, **A**ttainable, **R**ealistic and **T**imely) goal format.

A copy of the PowerPoint presentation that was projected at the meeting is attached to the minutes.

**B. Update on Self-Funded Insurance**

Mr. Jerry Domanico, Business Manager, prepared a memorandum and documentation regarding the status of the district's self-funded health and dental insurance programs, which was provided for Board members via the electronic meeting packet. Dr. Collin stated that according to these documents, the dental fund reflects a positive balance of \$73,965 and growth by \$9,588 since the end of the last fiscal year.

She noted that the health insurance fund also reflects a balance on the report provided. However, the true balance is actually a deficit of \$233,202, a decrease from last month. Unfortunately, the claims continue to exceed deposits. Since the end of last year, the fund balance is overspent by \$250,376.

Mr. Szymanski asked if there was a reasonable estimate that can be made for claims during the school year. Mr. Domanico said that although September's claims were lower, October's claims so far are looking on the high side. Mr. Szymanski asked if it was possible to use some of the dental plan's fund balance to off-set the overage in the health fund. Mr. Domanico stated that he has spoken with Lisa Baxter, Town CFO, regarding combining these accounts in the future.

Mrs. Finch asked when the Board should start thinking about putting more money into this fund. Mr. Domanico stated that the information that he's received is that any deficit in the fund will be covered by the general fund.

Mrs. Rummel asked where Ovation stands regarding our current claim history and when a conversation would take place regarding whether the district should stay self-funded or consider returning to fully funded. Mr. Domanico stated that it would make sense to stay with the self-funded plan for at least three years. Mr. Domanico also stated that Ovation would be working with the town and district regarding preventive care and helping employees to be proactive with their health care.

**C. Tunxis Community College Dental Hygiene Grant**

In September, the Stafford Rotary Club contacted Dr. Collin to inquire regarding the potential for a community service project targeted to meet the needs of the district's young students, which would be funded through a grant provided by the Rotary International. With that charge, Mrs. Amy Stevenson, Director of Pupil Services, appealed to our school nurses to identify an area of need. The nurses collaborated and conducted an informal survey to assess the dental hygiene needs of our students. A memorandum summarizing the results of that survey provided by Mrs. Terry Holybee, Nurse at West Stafford School, was provided for the Board's review.

Subsequently, a group of people met on October 3, 2012, to discuss possibilities to meet the perceived dental hygiene needs of our students. The group was comprised of the following: Mary Bencivengo, Department Chair and Program Coordinator, Dental Hygiene, and Robin Knowles, Assistant Professor of Dental Hygiene, both of whom are from Tunxis Community College; Mary Tautic, Stafford Rotary Club; Dr. Hoss, Selectman and Dentist; and Mrs. Stevenson, Mrs. Holybee, and Dr. Collin.

Dr. Collin reported that after review of the data and considerable dialogue, a proposal was generated by Tunxis Community College to assess the oral health status of all preschool students at West Stafford School, Staffordville School and all grade three students at Stafford Elementary School. Thanks to the Stafford Rotary Club, through this collaborative effort and as part of a cooperative dental health program with the College, the

mentioned children “will have an opportunity to receive a dental screening provided by dental hygiene students, with faculty supervision. Each child will receive a new toothbrush and instructions regarding his or her dental health.” Information provided to parents/guardians specifies, “The screening is not intended to replace the regular examination provided by [one’s] dentist,” and allows parents to opt-out if they choose not to participate. She noted that the screenings will be conducted on Monday, November 5, 2012, at Stafford Elementary School, and on Friday, November 9, 2012, at both Staffordville and West Stafford Schools.

Dr. Collin reminded the Board members that this proposal is at no cost to the Board of Education. Rather, the funding will be provided through the Stafford Rotary Club.

Dr. Collin also reviewed the history of the Mobile Dentist program that was used in the past in Stafford.

**D. Financial Report through September 2012**

Dr. Collin presented the financial report of funds budgeted and encumbered/expended from July 1, 2012, through September 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 report and table provided for the Board members indicated that the period to date encumbrances / expenditures total \$9,853,553, leaving a balance of \$16,250,501, or a total of 62.3% of the total budget to be encumbered / expended by June 30, 2013.

Mr. Domanico stated that he’s met with Mrs. Stevenson and feels that the 500 code should be covered with the Excess Cost Grant monies. He stated that he plans to meet with Mrs. Stevenson monthly.

Mr. Domanico stated that he is working on determining why the Workers’ Compensation account is over-expended this year.

Dr. Collin stated that she has been discussing with Mr. Domanico the possibility that the Budget Committee meet ½ hour prior to Board meetings when the Financial Report will appear on the agenda so that they may review the report in greater detail. She asked that the Budget Committee members let her know what they think about that idea.

**E. Cafeteria Profit and Loss Statement through September 2012**

The Cafeteria Profit and Loss report from July through September 2012, as prepared by Mr. Jerry Domanico, Business Manager, was presented for the Board’s review. Dr. Collin noted that the report reflects a loss of \$3,979, whereas last year for the same period, records indicated a profit of \$7,943.

She said that data indicates there were two additional serving days this year and that the average number of lunches served daily decreased by 72 meals. The memorandum from Mr. Domanico noted that this year’s \$0.05 price increase at the high school and middle school may have been a contributing factor. It also indicates a slight increase in the number of breakfasts served daily and in the number of students who are eligible for free meals. Lastly, it indicates a decrease in the number of reduced eligible students as compared to the October 1, 2011, count.

Dr. Collin stated that Mr. Domanico is reviewing all aspects of the Food Service Program with Mrs. LaPane in order to explore areas where the district may improve efficiencies and increase revenue. Plans for the future include a survey to ascertain the needs of students and parents.

Mrs. Fowler stated that the students should be surveyed at least once per year. Mr. Domanico stated that he's discussed with Ms. LaPane creating a committee at the middle and high school levels that includes students to discuss the food service program.

### **Item VIII. Public Forum**

Ms. Michaud stated that Mrs. Gowdy and Ms. Bidwell were named as two of three Connecticut educators receiving the Connecticut Reading Association's Outstanding Reading Educator Award this year.

A member of the audience asked about the health insurance and how the premiums could be increased for employees that are already under contract. Mr. Domanico explained that during the budget process, the premiums would be increased.

A member of the audience asked how the grades were selected for the dental survey. Dr. Collin stated that during the meeting those in attendance felt that preschool students and third grade students would provide a good picture of the dental needs of students in the district.

A member of the audience stated that the children are throwing out the healthy foods that are being served this year. A teacher in the audience stated that she projects the new food items on her mimeo board and that she and the students discuss them during class. She noted that the new food items need to be marketed to students so that they are willing to try new foods. Staff members have mentioned that the food from the cafeteria this year has been very good.

A member of the audience stated that they were very happy with the work that was done during the professional development during the storm last year.

A member of the audience stated that the Energy Committee is working really hard and the Board of Education will benefit most from their work. Perhaps the Board could recognize them at some point.

A member of the audience stated that they have been working with town businesses regarding supporting the district with things such as donations of kindles, etc. Mrs. Fowler stated that these items should be discussed with Dr. Collin and / or Mr. Bednarz.

A member of the audience mentioned that there is a \$12,000 deficit in the basketball budget and they may need to do some fundraising if the custodial costs are not lowered.

A member of the audience asked if there was an update regarding full-day kindergarten. The audience member stated that it was mentioned last year that there might be a pilot program. Mrs. Fowler stated that the Board will be waiting to see what the administrators present in their 2013-2014 budgets. Mrs. Fowler noted that the district has wanted to move toward full-day kindergarten for a while now.

A member of the audience asked if the facility studies would be discussed this evening. Mrs. Fowler said that they would not be discussed. The audience member said that she wants it to be clear to the person doing the study that the district wants to move in the direction of full-day kindergarten.

A member of the audience asked a question regarding the status of the portable classroom. Dr. Collin stated that there has been a meeting with town officials and that the portable classroom should be turned over to the

Board within the next month or so. Dr. Collin stated that she would be giving the Board an update regarding the use of the building at that time.

### **Item IX. Old Business**

There was no Old Business.

### **Item X. New Business**

#### **A. Review and Possible Approval of Revised Board Policies**

Dr. Collin stated that on September 24, 2012, current policies were initially discussed, reviewed and recommended by the Administrative Policy Committee (APC), which is comprised of Dr. Collin, Mr. Michael Bednarz, Mr. Gregory Buonome, Mrs. Peggy Falcetta, Mr. Marco Pelliccia, and Mrs. Amy Stevenson. Subsequently, on October 5, 2012, the same policies were then reviewed by the Board Policy Committee (BPC), comprised of Mrs. Sandra Fowler (Chairperson), Ms. Beth Ann Morhardt, and Mrs. Lisa Finch.

The following policy revisions are a result of legislative changes and updates as suggested by CABE:

- **Policy 2400 Administration: Evaluation of Teachers and Administrators** (Existing policy with suggested revision to reflect PA 12-116);
- **Policy 2141 Administration: Recruitment and Appointment of Superintendent** (Existing policy with suggested revision to reflect PA 12-116 in addition to suggestions of the Committees);
- **Policy 4112.2 Personnel—Certified: Certification** (Existing policy with suggested revision to reflect PA 12-116); and
- **Policy 4115 Personnel—Certified: Evaluation and Support Program** (Existing policy last revised 5/9/11, with suggested revision based upon PA 12-116).

The following policies were reviewed by the Committees to assure alignment with our document entitled, *Stafford Public Schools Policies, Regulations and Forms Governing the Use of Technology (August 2012)*, which contains all relative policies and forms and was disseminated to staff, students, parents and guardians at the start of the school year. The review resulted in revisions to only the first policy listed below.

- **Policy 5131.81 Students—Electronic Devices: use of Laser Pointers, Beepers, Paging Devices/Cellular Telephones; and**
- **Policy 5131.82 Students—Use of Electronic Devices: Restrictions on Publications and Written or Electronic Material**

Dr. Collin stated that a review of the following policy resulted in a minor change. As discussed during one of its retreats with Nick Caruso, Connecticut Association of Boards of Education (CABE), it is not within the roles and responsibilities of a Board of Education to approve of field trips. The Board is, however, responsible for establishing policy.

- **Policy 6153 Instruction: Field Trips/Foreign Trips**

The last policy reviewed during the month of September was related to fundraising. While the Administrative Policy Committee did not recommend changes, the Board Policy Committee suggested a couple of minor revisions.

- **Policy 1324 Community Relations: Solicitation of Funds**

Dr. Collin noted that although the Board typically presents policies for two meetings, because these changes are either suggested revisions to current policies in accordance with legislative updates, alignment with other policies, or clarification of the Board's roles and responsibilities, the Board may consider approving the aforementioned policies, as presented.

Mrs. Finch made a motion, seconded by Mrs. Rummel, that the Board of Education approve the following policies as presented: Policy 2400 Administration: Evaluation of Teachers and Administrators; Policy 2141 Administration: Recruitment and Appointment of Superintendent; Policy 4112.2 Personnel—Certified: Certification; Policy 4115 Personnel—Certified: Evaluation and Support Program; Policy 5131.81 Students—Electronic Devices: use of Laser Pointers, Beepers, Paging Devices/Cellular Telephones; Policy 5131.82 Students—Use of Electronic Devices: Restrictions on Publications and Written or Electronic Material; Policy 6153 Instruction: Field Trips/Foreign Trips; and Policy 1324 Community Relations: Solicitation of Funds. Mrs. Finch, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

**B. Review and Possible Approval of Temporary, Part-time Computer Technician**

Dr. Collin stated that the Board was informed of Administration's elimination of a 1.0 Full-Time Equivalent (FTE) computer technician due to the improved skill set of our IT department, which resulted in an increase in efficiency. The position, which was paid at \$47,791, had become vacant in June and simply was not filled.

She reported that through our own professional development coupled with consultation with other districts who currently use PowerSchool and recommendations from Pearson, the vendor, it has become apparent that it would be in the district's best interests to assign one or two staff to the responsibility of becoming in-house PowerSchool experts. This person(s) should not only have knowledge of the PowerSchool applications, but must also be proficient in his/her understanding of our current programs such as Edline, Administrator Plus, and Grade Quick. In addition, this person must have an acute understanding of and the ability to establish parameters for importing and exporting data efficiently. Of particular importance is the time commitment to "touching" each grade during the grade migration process to ensure that GPAs are calculated and successfully transferred from Admin Plus to PowerSchool. This person(s) would also be expected to become well-versed in all aspects of PowerSchool in order to support the needs of teachers, school counselors, secretaries, administrators, and support staff who will need to access PowerSchool for State reporting purposes.

Dr. Collin stated that she is confident that the efficiency as reported in June persists as Mr. Dean Fortin, Instructional Technology and Network Coordinator reported that compared to this date last year, the IT department has addressed 134 more School Dude requisitions. However, if Dean were to be identified as one of our in-house PowerSchool experts and provide some cross-training to one of his technical support staff (i.e. computer technician), we may not only jeopardize the smooth transition to PowerSchool, which begins with our "kick-off" conference the week of November 12<sup>th</sup> with the plan to "go live" at the end of semester one in January 2013, but we may also no longer have the capacity to address the district's current IT needs.

Dr. Collin said that she is proposing at this time that the Board approve a temporary, part-time computer technician, the position of which would be posted immediately and be eliminated at the end of the current school year. This position would minimize the stress on the IT department as we embark on not only the PowerSchool initiative, but also our new financial software. She expects the prospective candidate to work

during the school day, for a total of 19.75 hours/week at an hourly rate of \$18.20 so as to have the ability to be responsive to staff's needs. A job description was provided for the Board's review.

Mr. Szymanski stated that he doesn't like adding a new position at this time in the school year, since it makes it look like we didn't plan well enough during the budget process and didn't know what was involved with the implementation of PowerSchool. He said that he thinks that this is a bad practice since the money that will be used to create this position will now not be spent on the things originally budgeted for. While he feels that we probably need this person, he doesn't agree with the way it was handled. Dr. Collin explained that the absence of key staff from January through June 2013, who was to be instrumental in the migration of grades and implementation of this major component of PowerSchool was unanticipated last June. Mr. Szymanski stated that this information is important and helps explain the request being made now, but should have been presented earlier.

Mrs. Finch made a motion, seconded by Mrs. Rummel, that the Board of Education approve of a temporary, part-time computer technician through the end of the current school year, as presented. Mrs. Finch, Mrs. Fowler, and Mrs. Rummel voted for the motion. Mr. Szymanski abstained. The motion carried by majority vote.

Mrs. Finch made a motion, seconded by Mrs. Rummel, to place Items XI.A. **Review and Possible Ratification of CSEA Contract, 7/1/12 – 6/30/15 (Executive Session Anticipated)** and XII.A. **Consideration of the Superintendent of Schools' Recommendation to Expunge an Expulsion from the Disciplinary Record of Student H (09-10) (Executive Session Anticipated)**, into executive session. Mrs. Finch, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

The Board took a brief recess at 9:34 p.m.

#### **Item XI. Personnel Matters**

##### **A. Review and Possible Ratification of CSEA Contract, 7/1/12 – 6/30/15 (Executive Session Anticipated)**

This item was discussed following the Student Matter. No action was taken on this item.

#### **Item XII. Student Matters**

##### **A. Consideration of the Superintendent of Schools' Recommendation to Expunge an Expulsion from the Disciplinary Record of Student H (09-10) (Executive Session Anticipated)**

Mrs. Finch made a motion, seconded by Mrs. Rummel, to enter executive session. Mrs. Finch, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The Board entered executive session at 9:36 p.m. The Board invited Student H (09-10), the mother and father of Student H, Dr. Collin and Mrs. Marinelli into executive session.

Mrs. Rummel made a motion, seconded by Mrs. Finch, to return to regular session. Mrs. Finch, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The Board returned to regular session at 9:44 p.m.

Mrs. Rummel made a motion, seconded by Mrs. Finch, that the Board of Education approve the Superintendent of Schools' recommendation to expunge an expulsion from the disciplinary record of Student

H (09-10), effective immediately. Mrs. Finch, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried.

**Item XIII. Adjournment**

Mrs. Finch made a motion, seconded by Mrs. Rummel, to adjourn. Mrs. Finch, Mrs. Rummel and Mr. Szymanski voted for the motion, which carried. The meeting adjourned at 10:16 p.m.

**Respectfully submitted,**

**Christine C. Marinelli, Recording Secretary**

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**Sandra Fowler, Chairperson**

\_\_\_\_\_  
**Tracy Rummel, Secretary**

DRAFT

**Stafford Public Schools**  
School & District Improvement Plans  
2012-2013 SY

**Stafford Elementary School**  
**School Goals 2012-2013**

- Goal A: By June of 2013, Stafford Elementary School will meet the following School Performance Indexes (SPIs) as determined by the Connecticut State Department of Education (CSDE) relative to the Connecticut Mastery Test (CMT):
  - Reading- 77.4
  - Mathematics- 85.6
  - Writing- 81.9
  - Science- 86.3
  - Students with disabilities- 56.1
  - Students eligible for free or reduced lunch price- 75.7
  - Students who are Hispanic- 73.8

**Stafford Elementary School**  
**School Goals 2012-2013 (Cont.)**

- Goal B: By June of 2013, Stafford Elementary School will have fully implemented an effective, positive behavior support system (SRBI), to include Tier 2 and Tier 3 components.

**Key Action Steps**

- Goal A:
  - Professional Learning Communities
  - Administration of Universal Assessments
  - Tiered Instructional Model (LA and Mathematics)
  - Differentiated Instruction
  - Promotion & Support of Reading Beyond Classroom
- Goal B:
  - Initiatives Support Positive Student Interaction & School Climate

## Progress Indicators

- Goal A:
  - Agenda Items
  - Benchmark Data
  - Assessment Copies
  - Lesson Plans
  - Pacing Guides & Assessments
  - Implementation of Established Protocols
  - Reference Library

## Progress Indicators

- Goal A (Continued):
  - Assessment/Progress Monitoring Data Informs Instruction
  - SES Master Schedules (LA and Mathematics)
  - Individual Teacher Schedules
  - Differentiated Lesson Plans
  - Teacher Observations
  - Formative Assessments
  - Each Student's Individual Record of Minutes Read
  - *Wild About Reading* Data Collection Bulletin Board

## Progress Indicators

- Goal B:
  - Posted Rules in Hallways
  - Individual Classroom Constitutions
  - Posted Hopes & Dreams
  - Hall of Fame
  - Student Advisory Events & Community Projects
  - Updated School Website
  - Principal's Weekly Communication to Parents
  - Curriculum Night
  - PowerPoint Presentation & Brochures

## Staffordville School

### School Goals 2012-2013

- Academic School Goals:
  1. To implement tiered interventions to improve instruction and student achievement in **literacy** as demonstrated by individual vertical scale growth
  2. To implement tiered interventions to improve instruction and student achievement in **mathematics** as demonstrated by individual vertical scale growth
- Behavioral School Goal: To implement tiered interventions and student recognition programs to enhance the positive school culture and climate

## Key Action Steps

### Academic School Goals:

- Review/revise and implement developmentally appropriate literacy and math lessons, activities, interventions, and assessments resulting in increased student achievement
- Implement flexible reading and math groups to enhance learning opportunities for all students
- Integrate the CT Common Core Standards for English Language Arts and Mathematics into daily lesson plans
- Implement weekly PLC Meetings (SRBI, Data Team, Grade Level) to increase collaboration and improve instruction and student achievement
- Implement technology resources to enhance instruction

## Key Action Steps

### Behavioral School Goal:

- Develop and reinforce a school pledge
- Provide weekly opportunities for staff to collaborate to meet students' academic, behavioral, and social-emotional needs
- Implement the *Second Step* social-emotional learning program
- Provide frequent opportunities for student recognition and participation in school-wide activities
- Provide opportunities for family and community involvement at Staffordville School

## Progress Indicators

- Data analysis will indicate individual vertical scale growth for all students.
- SRBI documentation will indicate the implementation of effective interventions, modifications, and instructional strategies which promote growth for every student.
- Technology based resource data will demonstrate improved student outcomes.
- The implementation of tiered interventions, recognition programs, and village meetings will result in minimal behavior referrals and a more positive school climate.

## West Stafford School School Goals 2012-2013

### A. Academic School Goal:

- 1) To implement tiered interventions resulting in increased student achievement in literacy and numeracy demonstrated by individual vertical scale growth.
- 2) To obtain re-accreditation from the National Association for the Education of Young Children (NAEYC).

### B. Behavioral School Goal:

- 1) To implement tiered interventions, resulting in positive school culture and climate, demonstrated by a 50% reduction in office behavior referrals.

## Key Action Steps

- Goal A1:
  - Administration of a variety of both formative and summative literacy and numeracy assessments to chart individual student growth.
  - Weekly *Professional Learning Community* (PLC) meetings to review units of study, student performance and assessment data, curricular goals, and SRBI strategies used to modify/differentiate instruction.
  - Integration of CT Common Core Standards for mathematics and English and language arts into daily lesson plans.
  - Implementation of available technology resources to enhance instruction (i.e. Lexia, Study Island, Think Central, Fast Math, Mimio, web based numeracy and literacy tools, etc...).

## Key Action Steps

- Goal A2:
  - Examination of our practices, processes, and procedures to ensure compliance with NAEYC standards.
  - Update classroom and program binders to reflect current sources of evidence for compliance.
- Goal B:
  - Implementation of the *Second Step* (social-emotional learning program) to promote positive school culture and climate.
  - Pupil services staff will collaborate with classroom teachers to develop, foster, and support effective, age-appropriate behavior intervention strategies.
  - Regular use of pre-corrective and active supervision strategies.

## Progress Indicators

- Data team analysis reflecting vertical scale improvement for individual students.
- SRBI documents demonstrating the implementation of effective interventions, modifications, and strategies for differentiation of instruction which promote vertical growth.
- Lesson plans indicating specific modifications, interventions, and differentiated strategies to promote individual student success.
- Technology based resource data showing improved student performance.
- Documentation from NAEYC that West Stafford has maintained NAEYC accreditation.
- The implementation of tiered behavior interventions results in a decrease in the number of occurrences of misconduct and promotes positive school climate/culture.