

The minutes presented within this document are a summary of the discussion that took place at the Board of Education meeting. To view the meeting in its entirety and hear full reports please go to: <https://www.youtube.com/watch?v=fObf41OeF1Q>

**BOARD OF EDUCATION
Bristol, Connecticut
June 5, 2019 – Regular Meeting Minutes**

The regular meeting of the Bristol Board of Education was held on Wednesday, June 5, 2019, at 7:00 p.m., in the auditorium of the Board of Education Administration Building, located at 129 Church Street, Bristol, Connecticut.

PRESENT: Commissioners: Jeff Caggiano, Jennifer Dube, Kristen Gianonio, Joseph Grabowski, Karen Hintz, Thomas O’Brien, Tina Taylor, and Christopher Wilson; Dr. Susan Kalt Moreau Superintendent, Dr. Catherine Carbone, Assistant Superintendent, Dr. Sam Galloway, and Scott Rosado, Council Liaison Proxy

EXCUSED: Commissioner Karen Vibert

CALL TO ORDER/NATIONAL ANTHEM/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Wilson called the meeting to order at 7:01 p.m. and the audience stood for the National Anthem performed by Northeast Middle School band under the direction of Mrs. Sharon Vocke. The audience remained standing for the Pledge of Allegiance.

Chairman Wilson called for a moment of silence for Angela Basile, a Teacher from September 1957 to June 1993 at Bristol Eastern and Northeast; Thomas Doyle Sr. a Teacher from September 1950 to June 1985 at Bristol High School and Bristol Eastern; Marilyn Griffin a Teacher from September 1962 to June 1989 at Stafford School; Donald Mazerolle a Teacher from March 1965 to June 1994 at Bristol Eastern; Richard McHughston, a Teacher from September 1964 to July 1968 at Bristol Eastern and Carl Venditto, from July 1971 to October 1974 at the Board of Education Office.

STAFF AND STUDENT RECOGNITION

2020 Teacher of the Year

Carly Fortin presented the 2020 Teacher of the Year as Marcy Deschaine, a third-grade teacher at Mountain View Elementary School. Mrs. Deschaine shared with the selection committee that she teaches her students to “be kind, work hard, and keep improving”. She said, “even when things are good, they can always be better.” Mrs. Deschaine has worked to enhance the experiences of students by connecting her third-grade classroom with the residents of Meridian Towers. Each year, on the United Way Day of Caring, her students visit the senior citizens, and they spend the day reading and crafting together. They have formed such a bond that the seniors continue to find a way to contribute back to the school community through donations each year. Mrs. Deschaine has worked to enhance the experience of her school by facilitating a schoolwide STEAM day, an idea that began within the walls of her classroom, and has now grown to be an annual schoolwide event based on a 2012 film called Caine’s Arcade. Students in the intermediate grades create arcade games using found materials, engineering principles and their creativity for the students in the primary grades to play. Mrs. Deschaine cares deeply about the Bristol community. She was a Bristol student, beginning her educational career where she now teaches—Mountain View School. She earned degrees in Early Childhood Education and Special Education from Central Connecticut State University and Southern Connecticut State University and has spent seventeen

2020 Teacher of the Year – con't

years teaching in Bristol. For the past five years, she has been teaching at Mountain View and her children now attend the same school. Through her passion, purpose, kindness, and hard work, Mrs. Deschaine has already and will continue to enhance our Bristol community through her profession as an educator.

Staff Achievement Awards

Dr. Moreau presented the 2019 Staff Award Winners. Each year the Board of Education selects staff members who go above and beyond the expectations of their job description to be honored with a Staff Award. A dinner in their honor was held on May 22, 2019. Several recipients were present in the audience and stood to be recognized.

Staff Award Recipients:

Ashley Albert – Administrative Assistant, Office of Teaching and Learning
Marcy Deschaine – Grade 3 Teacher – Mountain View School
Paige Flint – School Psychologist – Mountain View School
Shawn Mirmina – School Counselor – Bristol Central High School
Robin Percival – Literacy Coach – Chippens Hill Middle School
Natalie Torres – Child and Family Advocate – Greene–Hills School – FRC

Youth Recognition Award

Students from the Chippens Hill and West Bristol "Kids in the Middle" (K.I.M.) Programs were recognized by the Board of Education and City of Bristol Youth Commission for their exceptional volunteer service to their school, a service agency, and the community. Councilman Scott Rosado read the proclamation from the City and Officer Matthew Gotowala presented the students with the Youth Recognition Award which is presented to groups whose full membership, collectively and without compensation, have made significant and meaningful contributions; that can be qualified by the number of activities and hours served, and qualified by the effect on the people served. Students from both schools were present and stood to be recognized; each school will receive a Youth Recognition Plaque for their building.

Fox News – News Story Competition

Logan Zdun, Student Representative from Bristol Eastern along with Giovanna Costantiello and Anna Santacroce won the “Best in Student News: Community News” category in the Fox 61 Student News Awards held earlier this evening. Logan shared with the Board how his team made it into the competition and the work that goes into a news story. The prize was \$2,500.00 split between the three teammates.

STUDENT REPRESENTATIVE REPORTS

Katy Funk, Junior Student Representative from Bristol Central acknowledged and thanked the senior representatives for their work this year. Katy shared the numerous activities taking place at Bristol Central as we enter the last month of school.

Lori Chen, Senior Student Representative from Bristol Eastern shared the various senior activities that are taking place at Bristol Eastern, she is excited about graduation. The academic dinner where Lori was a recipient and the AVID dinner which Lori has been a member of for the past four years were recently held. Lori is proud of what she has accomplished, over the past four years and she thanked the people who have helped her academically and financially; she plans to “pay it forward” someday. Lori will be attending Union in the fall majoring in Biology and Logan Zdun will be attending Tunxis in the fall, majoring in Communications.

STUDENT REPRESENTATIVE REPORTS - con't

Dr. Moreau presented Lori and Logan with the BOE Student Representative certificate and the Bristol All Heart Award for their work as Student Representatives for the 2018–2019 School Year.

Chairman Wilson has invited both students to come back to a BOE meeting to share with the board their college experiences.

APPROVAL OF MINUTES – May 1, 2019, Regular Meeting

On a motion by Commissioner Grabowski and seconded by Commissioner Taylor, it was unanimously

VOTED: That the Board of Education approve the May 1, 2019, Regular Meeting minutes as written.

COMMITTEE REPORTS**Finance Committee**

Commissioner Giantonio, gave the Finance report, in Commissioners Vibert's absence. Commissioner Giantonio reported that the committee met on Monday, May 20th. The committee learned that the following areas are still running over budget: Transportation, Magnet Tuition, and Special Education, there is also a minor deficit in the cafeteria budget. There was a slight deficit improvement in Special Education. Mrs. Browne shared the monthly finance report with the board. The April 30th snapshot suggests an operating deficit of \$1.476M. Currently, we are in receipt of \$2,885,943 in revenues from Rentals, Tuition, Medicaid and Displaced Student Relief sources, and Special Education Excess Cost Grant Funding. When we apply these revenues, our current operating budget is –\$1,476,225. For comparison, at this time last year, the operating budget was –\$1,328,685. For the areas that are over budget; Regular Education Transportation is over budget by \$161,562; Magnet Tuitions are over budget by \$257,708, and Special Education is over budget by \$2,182,250; that is an improvement over last month by \$192,000. We continue to forecast that we will have approximately \$1.1M in the teacher salaries line available for transfer and can utilize these monies to mitigate the costs of special education services. At this time, many final invoices have yet to be received from vendors and the Board of Education still has 1,028 open purchase orders. At this time, we will continue our range forecast of an \$800K – \$1.2M deficit to end the year.

Commissioner Caggiano asked about the status of the recertification. Mrs. Browne reported that the State was here on May 31st, they were pleased with what they saw, and we received positive feedback; they will be reinstating the bonus six (.06) cents per meal effective June 1st.

Operations Committee – Commissioner Hintz reported that the committee met and approved the specifications for the Stafford roof project, the board will be voting on that later this evening. The committee also discussed the potential for solar on some school building roofs; the committee will revisit that topic.

Student Achievement Committee – Commissioner Dube reported that the committee met May 15th and had the first reading of several curricula, there was also a hands-on 6–8 science curriculum reading and the Library Media Science Specialists presented their K–12 curriculum. Information was also shared that the Memorial Boulevard Intradistrict Arts Magnet School programming committee will host an informational meeting tomorrow night at 6:30 p.m. in the Board of Education Auditorium.

Policy Committee – Commissioner Taylor reported that the committee met and discussed revisions to three policies that will be discussed under Deliberated Items.

CHAIRMAN'S REPORT

Chairman Wilson asked Dr. Dietter to give an update about the Memorial Boulevard Intradistrict Arts Magnet School project. Dr. Dietter reported that the committee met once over the past month and previewed proposed interior and exterior designs. These were important because they incorporated feedback from the building committee, programming planning as well as SHPO. Tomorrow night is the first in a series of community informational sessions; it will be held from 6:30 to 7:30 at the Board of Education. The committee has added twitter to their communication platform; they can be followed at @BuildingMbiams. The committee will continue to communicate on all other platforms as well (BOE website, City of Bristol website, and School Messenger). Chairman Wilson asked Dr. Carbone to report on the recently held Community Conversation. Dr. Carbone shared that we continued our conversation; furthering the board goals regarding equity and excellence, some of the positive feedback received the next day highlighted the success of the evening and the need to continue the conversation. Chairman Wilson reported on the information he received while attending the CABA Collective Bargaining and Labor Relations meeting. Commissioners can reach out to him if they would like to receive copies of the extensive information he received. Chairman Wilson, called attention to Dr. Moreau's portrait that is now hung on the wall. This evening is Dr. Moreau's last meeting. At the conclusion of the meeting, we will have a presentation in her honor. The audience was invited to stay after the meeting for cake and recognition of Dr. Moreau's work.

CONSENT AGENDA

On a motion by Commissioner Dube; seconded by Commissioner Giantonio, it was unanimously

VOTED: That the Board of Education approve the following Consent Agenda items:

Administrator Hires – Effective July 1, 2019

Dietter, Michael – BOE – Deputy Superintendent of Schools
 Gomes, Emily – ID – Principal
 Ward, Leszek – BOE – Secondary Supervisor of Humanities

Teacher Retirement – Effective June 14, 2019

Prete, Corinne – NEMS – Language Arts, Grade 8 Teacher
 Welch, Joan – NEMS – Special Education Teacher

Teacher Resignation – Effective June 14, 2019

Biga, Tammy – STAF – Grade 4 Teacher
 Ingvertsen, Ashley – BEHS – Spanish Teacher
 Martin, Jennifer – BCHS – Special Education Teacher

New Teacher Hire

Naples, Jessica – GH – Guidance Counselor – effective August 27, 2019
 Perez, Hector – CHMS – Grade 7 Social Studies Teacher – effective May 6, 2019

A-1 Resignation – June 14, 2019

Greene, Kristine – CHMS – Red Team Leader

A-2 Appointment – August 14, 2019

Aparo, Sara – BEHS – Junior Class Co-Advisor
 Wernicki, Amy – BEHS – Yearbook Advisor, Circulation

CONSENT AGENDA – con't

Grants

BECC – CT State Department of Education Grant
Gear Up" Grant

Dr. Carbone introduced the newly appointed administrators: Mr. Leszek Ward, Mrs. Emily Gomes and Dr. Michael Dietter, all were in the audience, and stood to be recognized and spoke briefly to the board.

PUBLIC COMMENT

No members of the public wished to address the board.

DELIBERATED ITEMS/DISTRICT LEADERSHIP TEAM REPORTS

Request that the BOE approves the Stafford School Roof Replacement Project

Mrs. Browne presented the Request for BOE approval of the Stafford School Roof Replacement Project. Board of Education approval is required before it can be sent to City Council for Approval. Mrs. Browne read the resolution: Resolved, that the Bristol Board of Education approves the project for the Stafford School Roof Replacement located at Stafford School, 212 Louisiana Avenue and to send it to City Council for approval.

On a motion by Commissioner Giantonio; seconded by Commissioner Caggiano, it was unanimously

VOTED: That the Board of Education resolves to approve the project for the Stafford School Roof Replacement located at Stafford School, 212 Louisiana and to send it to City Council for approval.

Following a Roll Call Vote, the motion was APPROVED with eight (8) commissioners in favor of the vote.

Request that the BOE approve the Education Specifications for the Stafford School Roof

Mrs. Browne presented the Request for BOE approval of the Education Specifications for the Stafford School Roof. Replacement of the Stafford School Roof requires the Education Specifications to be approved by the Board of Education and then reviewed and approved by City Council. This is a state requirement. Mrs. Browne read the resolution: Resolved, that the Bristol Board of Education approves the Education Specifications for the Stafford School Roof Replacement Project located at Stafford School, 212 Louisiana Avenue and send to City Council for approval.

On a motion by Commissioner Hintz, seconded by Commissioner Giantonio, it was unanimously

VOTED: That the Board of Education resolves to approve the Education Specifications for the Stafford School Roof Replacement Project located at Stafford School, 212 Louisiana Avenue and send to City Council for approval.

Following a Roll Call Vote, the motion was APPROVED with eight (8) commissioners in favor of the vote.

Request that the BOE approve the application to the state for the Stafford Roof Replacement

Mrs. Browne presented the Request for the BOE to approve the application to the state for the Stafford Roof Replacement. To receive funding from the state, the Board of Education and City Council must authorize the Board of Education to apply for the grant. Mrs. Browne read the resolution: Resolved that the Board of Education apply to the Commissioner of Education and to accept a grant for the Stafford

School Roof Replacement at Stafford School located at 212 Louisiana Avenue in Bristol, CT and to send to City Council for approval.

Request that the BOE approve the application to the state for the Stafford Roof Replacement – con't

On a motion by Commissioner Hintz; seconded by Commissioner Giantonio, it was unanimously

VOTED: That the Board of Education resolves to approve the application to the Commissioner of Education and to accept the grant for the Stafford School Roof Replacement at Stafford School located at 212 Louisiana Avenue in Bristol, CT and to send to City Council for approval.

Following a Roll Call Vote, the motion was APPROVED with eight (8) commissioners in favor of the vote.

Healthy Food Certification

Mrs. Browne presented the Healthy Food Certification. The Board of Education has previously voted to participate in the Healthy Food Certification Compliance Act. Each year the district must certify full compliance with the program which means that the Board of Education “will exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store. This year, we will receive approximately \$75,000 in reimbursements from the State of Connecticut as a result of our participation in this program. Requested approval by the Board of Education is for the 2019–2020 school year.

On a motion by Commissioner Hintz; seconded by Commissioner Caggiano it was unanimously

VOTED: That the Board of Education certifies Bristol Public School’s participation in the Healthy Food Certification Compliance Act for the 2019–2020 school year. The Board of Education “will exclude from certification food items that do not meet the CNS, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store”.

Field Trip Request for Travel Outside of the Continental United States: Italy, February 2020

Bristol Central High School is requesting permission to travel to Italy and host Italian exchange students during the 2019–2020 school year. We have asked BEHS to participate as well, so we hope to offer this as a combined opportunity. Bristol students and staff would like to maintain our 12–year partnership with the G. Nolfi classical language school in Fano, Italy. This proposal requests that we host our sister school during the fall of 2019 and travel during the February break of 2020. This time has been chosen to miss minimal instructional/learning time in the US and maximize learning while abroad.

We are requesting permission to offer this exchange one year in advance to ensure that students and parents have enough time to prepare for the trip. We would like to give families sufficient time both to save for travel costs as well as to help plan this educational experience. We will take the proper travel precautions when planning this trip and will follow all Board of Education policies. We will purchase additional travel insurance to ensure the maximum safety coverage as well. This exchange is a once in a lifetime opportunity; with your support and approval, we can facilitate interest in and an understanding of this great culture among our students.

Two scholarship winners Gabriella Calfe and Joshua Perkins spoke to their experience with studying abroad and the exchange. Commissioner Giantonio thanked Mrs. Gallo for establishing scholarship opportunities and continuing to lead the study abroad program for students; she and other teachers

involved should be commended for giving their time for this student experience. Commissioners will have the student-created video sent to them.

Field Trip Request for Travel Outside of the Continental United States: Italy, February 2020 – con't

On a motion by Commissioner Giantonio; seconded by Commissioner Dube, it was unanimously

VOTED: That the Board of Education approve the Field Trip Request for Travel Outside of the Continental United States: Italy, February 2020.

Field Trip Request for Travel Outside of the Continental United States: Italy, February 2021

The incredible city of Taormina is located in southern Italy, an area known for its beautiful beaches, fantastic food, and enchanting ambiance. In February 2021, Bristol students and staff would like to travel to Italy, where they will be housed by local families and attend an accredited language school to study art, history, language, and communication. From there, students and staff will have the opportunity to learn about and visit some of the most stunning and historically rich cities in the world. Aside from language immersion, the secondary goal of this opportunity is to continue to maintain a cross-discipline collaboration with the art program to help infuse art history into the language study program. Travel will take place during the February break; therefore, students and teachers will miss minimal school hours in CT while maximizing learning abroad. The lead chaperone of this trip has previously attended classes at this academy and has a working relationship with the staff and the host families to ensure the integrity and quality of instruction. We are requesting permission to offer this exchange almost one year in advance to ensure that students and parents have enough time to prepare for the trip. We would like to give families sufficient time to both save for travel costs as well as help plan this educational experience. We will take the proper travel precautions when planning this trip and have inquired about travel insurance as well as travel rules and regulations. This exchange is a once in a lifetime opportunity; with your support and approval we can facilitate an interest in, and an understanding of, this great culture among our students.

On a motion by Commissioner Giantonio; seconded by Commissioner Caggiano, it was unanimously

VOTED: That the Board of Education approve the Field Trip Request for Travel Outside of the Continental United States: Italy, February 2021.

Adoption of the 2019–2020 Board of Education Budget

The Board of Finance approved the Education Department budget on April 23, 2019. The Joint Boards adopted a City budget on May 20, 2019. This amount is significantly lower than the requested budget. Therefore, the Board of Education must vote on the new amount.

On a motion by Commissioner Hintz; seconded by Commissioner O'Brien, it was unanimously

VOTED: That the Board of Education adopt a budget for the 2019–2020 fiscal year in the amount of \$115,040,860.

Commissioner Giantonio commented on the need to address the Special Education deficit and hopefully see improvement on how it is managed. She also spoke to the hopes of getting someone in Dr. Dietter's position that continues to engage the special education families currently in Bristol and those that may enter the district; and that we continue to do the things that we are good at.

Commissioner Caggiano commented on the board being underfunded and overspent over the last four years; going forward he would like to see a more inclusive opportunity for all board members to work closely with the budget. He did not vote for the initial budget, but he thanked Mrs. Browne for making the

budget understandable; it is a complicated budget, but we need to do better. With the rising cost of Special Education, it has cost us things such as math coaches and other programs, we need to be adding things in

Adoption of the 2019–2020 Board of Education Budget – con’t

that will help all our students. He hopes for inclusiveness and innovation with the board and for the board to look at offering services that we currently send students out for.

Chairman Wilson commented that the processes and presentation well were received by the Board of Finance; he applauded the administration on the delivery and execution of the budget process.

CURRICULUM REVISION

K–12 Library Media Curriculum – Second Reading

The K–12 Library Media curriculum was last revised in 20012. The Connecticut Core Standards (CCSS), International Society for Technology in Education (ISTE) and American Association and School Librarians (AASL) have been updated, leading to a need to revise the K–12 Library Media curriculum. The K–5 curriculum was last revised in 2004. In addition, the inclusion of the Google Suite App was infused into the curriculum. The school library media programs of Bristol Public Schools facilitate opportunities for students and faculty to become lifelong learners who thrive in complex learning environments. Through instructional strategies designed to infuse inquiry and technology as tools for learning, students will develop skills to interpret and develop new understandings, seek diverse perspectives, create new knowledge, and grow as ethical, digital citizens. Through equitable access to reading and information resources, the library media programs promote lifelong reading in a safe environment conducive to learning.

On a motion by Commissioner Dube; seconded by Commissioner Taylor, it was unanimously

VOTED: That the Board of Education approve the K–12 Library Media Curriculum for a Second Reading.

Science Curriculum, Grades 6–8 – Second Reading

The Connecticut adoption of the Next Generation Science Standards, along with the requirement of administration of the Connecticut Next Generation Science Assessment, necessitated a revision to our middle school science curriculum. Bristol's middle school curriculum encapsulates three-dimensional learning that will allow students to actively engage with scientific practices and apply crosscutting concepts to deepen their understanding of Core Ideas to explain phenomena and solve problems. Units of instruction include such relevant and interesting topics such as knowing how energy drinks impact your body's chemistry, learning how body systems work together to heal after a sports injury, and questioning whether the woolly mammoth should be reverse bioengineered. Each unit has a storyline structure that is anchored with a phenomenon or design problem. Each learning sequence attends to science content, provides access to student use of the science and engineering practices and crosscutting concepts, and applies directly to the phenomenon or design task.

On a motion by Commissioner Dube; seconded by Commissioner Taylor, it was unanimously

VOTED: That the Board of Education approve the Science Curriculum, Grades 6–8 for a Second Reading.

POLICY REVISIONS

Policy 2141 – Recruitment and Appointment of Superintendent – Revised

On a motion by Commissioner Taylor; seconded by Commissioner Hintz, it was unanimously

POLICY REVISIONS - con't

VOTED: That the Board of Education approve Revised Policy 2141 – Recruitment and Appointment of Superintendent.

Commissioner Caggiano asked for specific changes made; Dr. Moreau shared that one of the changes was that an outside firm is no longer required to conduct the Superintendent Search; as the process is quite expensive.

Policy & Regulation 5114 – Suspension and Expulsion – Revised

On a motion by Commissioner Taylor; seconded by Commissioner Giantonio, it was unanimously

VOTED: That the Board of Education approve Revised Policy & Regulation 5114 – Suspension and Expulsion.

Policy & Regulation 3280 – Gifts, Donations, and Bequests – Revised

On a motion by Commissioner Taylor; seconded by Commissioner Hintz, it was unanimously

VOTED: That the Board of Education approve the Revised Policy & Regulation 3280 – Gifts, Donations, and Bequests.

Policy Manual Affirmation for 2019–2020

Each year, the Bristol Board of Education will affirm that the documents included in its Manuals and online are its policies.

On a motion by Commissioner Taylor; seconded by Commissioner Dube, it was unanimously

VOTED: That the Board of Education affirm the Policy Manual for 2019–2020 school year.

Commissioner Taylor thanked Dr. Moreau for all of her hard work on the policies for the last four years.

OLD BUSINESS

There was no Old Business to come before the board.

NEW BUSINESS

There was no New Business to come before the board.

INFORMATION

Commissioner Caggiano shared information regarding the community conversation and what he took away from the meeting.

Commissioner O'Brien congratulated Commissioner Grabowski on graduating from CCSU and for securing a job in a neighboring community.

LIAISON REPORTS

Commissioner Dube shared activities from West Bristol School such as a combined band and chorus performance with Greene–Hills at the Music in Our Parks festival at Six Flags; the group won performance-based awards as well as the Esprit De Corps award that was presented to one school for performing proper social behavior as well as musical behavior and encouragement; the 8th grade collected a total of 12,106 bottles and cans and raised a total of \$605.30 for the Wounded Warrior Project.

ADJOURNMENT

There being no other business to come before the board, the meeting was adjourned. (8:37 p.m.)

Respectfully Submitted

Susan P. Everett

Susan P. Everett

Executive Secretary to the Board of Education

DRAFT