

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=Oxb47PZnvvY&t=395s>

**BOARD OF EDUCATION
Bristol, Connecticut
November 6, 2019 – Regular Meeting Board Meeting**

The regular meeting of the Bristol Board of Education was held on Wednesday, November 6, 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: Jennifer Dube, Kristen Giantonio, Joseph Grabowski, Karen Hintz, Thomas O'Brien, Morris Patton, IV, Karen Vibert and Christopher Wilson; Dr. Catherine Carbone, Superintendent, Dr. Michael Dietter, Deputy Superintendent, Dr. Sam Galloway, Director of Human Resources and Peter Kelley, Council Liaison

EXCUSED: Commissioner Jeff Caggiano

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Wilson called the meeting to order at 7:00 p.m. and asked the audience to stand for the National Anthem. The National Anthem was performed by the Bristol Eastern Pep Band. The audience remained standing for the Pledge of Allegiance.

MOMENT OF SILENCE

Chairman Wilson called for a moment of silence for Kenneth Bilodeau a Teacher at Patterson, O'Connell, Stafford and Northeast School from 1953 to 1962; Arlene Groth a Teacher at Stafford School from 1968 to 1971; Ronald Miecznikowski a Science Teacher at BCHS from 1956 to 1992 and Richard Sciarra a Science Teacher at BCHS from 1969 to 1994.

STAFF AND STUDENT RECOGNITION

AVID Mum Parade Float Award – AVID students had the opportunity to participate in this year's Mum parade and won an award for their float. Present this evening AVID teachers Mark Kilray, Carolyn Kilma, Kara Jandreau and Corey Nagle; as well as students Alyssa Gonzalez, Esmeralda Morales, Sabrina Orozco, Pushpita Hossain, Sienna Sampson and Gabrielle Asiedu. Gabrielle shared with the audience the work that went into making the float, participating in the parade and how they were able to spread the word about the AVID program. All those present stood to be recognized.

Academic Journal Submission – Corey Nagle, Bristol Central teacher and AVID elective teacher recently shared that he co-authored a which was published in the electronic journal of Science Educators. He and Professor John L. Pecore studied a veteran science teacher's transition to the Next Generation Science Standards. This evening, Corey was recognized for his contribution to the district and the field of science educators at the national level. Mr. Nagle shared that the article is an open access journal, so you can google it and access it for free.

BCHS Graduate Recognition – Stephen Pittman (Class of 2019) has received a national recognition and scholarship. Stephen won the American Classical League Scholarship. Stephen became eligible for this award as a high school senior because he won a gold medal in his Latin exam under the tutelage of Mrs. Monahan-Dinoia. Stephen continued to pursue his study of Latin by enrolling in two semesters of Latin as a freshman. Stephen was able to attend this evenings meeting, but Mrs. Monahan-Dinoia was present and stood to be recognized for this accomplishment. This is true example of how passion and purpose lead to academic success.

STAFF AND STUDENT RECOGNITION – con't

The Great Debate – Bristol supported the NAACP's request to have students attend The Great Debate between Harvard and Howard University. 160 students from our middle and high schools attended the event held at the XL Center. AVID student Pushpita Hossian shared her experience at The Great Debate.

CT Association for Health, Physical Education, Recreation and Dance Recognition – Dr. Dietter announced that South Side School Physical Education teacher Lisa Galske was being recognized by the CT Association for Health, Physical Education, Recreation and Dance for her leadership efforts in promoting health, well-being and happiness through physical activity. We congratulate and thank Mrs. Galske for her contributions to the district. Mrs. Galske was present in the audience and stood to be recognized.

APPROVAL OF MINUTES – October 2, 2019, Regular Meeting

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

VOTED: That the Board of Education approve the October 2, 2019, Regular Meeting Minutes as written. Commissioner Dube abstained.

COMMITTEE REPORTS

Finance – Commissioner Vibert reported that we have deployed 1,000 new Chromebooks out to the schools, we are repurposing the End-of-Life Chromebooks that can no longer be used for testing out for use in lower grade classrooms. We have saved money by moving all District computers from the Novell server to Active Directory, resulting in a savings of approximately \$23,000 in fees, the work between the City IT Department and our IT Department has saved \$25,000 in the first quarter. Jill Browne reported that those savings were a result of the BOE joining the City in its OfficeWorks copier agreement. Mrs. Browne presented the full Finance committee report represented by a snapshot of FY20 as of September 30, 2019. At that time, the Board of Education was not running over-budget in any General Fund Budget Character area including Special Education. As of the end of October, we are still looking good. Mrs. Browne thanked the City for their partnership, collaboration, and coordination, it has brought about efficiencies and standardization in all aspects of technology and support for the school district. In regards to Appropriations and Transfers, there were no significant transfers to report for the month of September. In the Cafeteria, districtwide, lunches have increased by an average of 300 per day, no doubt due to Bristol Central coming on to CEP, BC averages 225 meals per day. On average the breakfast count has increased by 15 per day, due in part to Chippens Hills being down about 250 meals per day, but is starting to come back to up. Lunch Cash Sales comparison: Cash sales are \$12,700 less than last September (largely due to BCHS changing over to CEP this year). Reimbursement Comparison: Reimbursements for this September are \$14,200 higher than last September.

Kimberly Culkin presented the Special Education report for September. As reported to the committee the total enrollment for September was 8,302, of that total, 1,669 have been identified as needing Special Education services, that is 20.1% of our enrollment. Last year at this time, we were at 19.5%.

CHAIRMAN REPORT

Chairman Wilson reported to the board on the following items; Spotlight on Special Education meeting and the CAPSS/CABE Executive Meeting. Chairman Wilson, shared a pdf of the handouts from the Executive Meeting with commissioners. Commissioner Giantonio had thoughts about some of the CABE seminar offerings and would contact Chairman Wilson directly since he sits on that board. Chairman Wilson acknowledged and thanked departing Commissioners Caggiano and Grabowski. Chairman Wilson thanked them both for their service to the board and the community. He invited the audience to stay following the meeting as there was cake in the commissioner's honor.

STUDENT REPRESENTATIVE REPORTS

Senior student representative Katie Funk from Bristol Central presented her monthly report highlighting several activities taking place at BC. Some the activities highlighted were Spirit week, Homecoming dance,

STUDENT REPRESENTATIVE REPORTS –con't

college applications, scholarship season, BTEC Open House, FASFA Day, and the administration of the ASVIB test just to name a few. Katie also shared with the board some of the Writing Initiative field trips that she has attended, upcoming sporting, theater and Rambassador events taking place.

Bristol Eastern Junior Student Representative Madison Turner shared several activities occurring at Bristol Eastern. Some the highlighted activities included Volleyball's #1 State ranking, Coach Sweet's 400 wins, student Jake Woznicki breaking a scoring record in soccer, Girl's Cross Country Tournament win over BC. Some of the various community and academic activities included a recent blood drive, Leadership Council shoe drive, Friends of Rachel car wash, the Thirst Project Initiative trip to Bristol's water plant, PSAT testing, Financial Aid and Senior Planning seminars. There are several upcoming events such the citywide luncheon on November 21st, Battle of the Bell and Spirit week.

Chairman Wilson reminded the students that Saturday, November 16th, BOE student representatives can attend Student sessions during the CABE convention.

SUPERINTENDENT REPORT

Dr. Carbone presented a District Priority Update, informed commissioners that the budget process will begin on December 3rd at the building and department levels. Mr. Wilson, BPS Safety & Security Director has observed school based Crisis Teams during a variety of safety drills, and has provided feedback. Vulnerability Assessments have been conducted at BC, BE, Edgewood, SSS and will continue weekly until all schools and programs are complete. Dates of importance include tentative BOE onboarding on November 18th and 19th, BOE Budget Workshops on Tuesday, January 21st from 6:15-8:15 and Wednesday, January 29th from 6:15-8:15. Snow dates are January 23rd and January 30th.

Dr. Carbone acknowledged and thanked the departing Board Commissioners; Commissioner Caggiano and Commissioner Grabowski. Each commissioner will have the book *Oh the Places You Will Go* by: Dr. Seuss donated to the school they represent, a BOE gift and lifetime admission to district sporting and theater events. Dr. Carbone presented Commissioner Grabowski with his gift and Commissioner Dube accepted on behalf of Commissioner Caggiano who was unable to attend this evenings meeting.

CONSENT AGENDA

Commissioner Vibert asked that Item 8.1.a – Administrator Retirement and 8.i.c – Administrator Hire, be held out for further discussion. The remaining Consent Agenda items were voted on.

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously

VOTED: That the Board of Education approve the Consent Agenda.

8.1. Personnel

8.1.b. Administrator Resignation

Calvi-Rogers, Marisa - BE - Principal - effective December 31, 2019

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously

VOTED: That the Board of Education approve the Administrator Resignation.

8.1.d. Teacher Retirements

Bonino, Joanne - STAF - Speech Language Pathologist - effective June 30, 2020

Chamberland, Janet - BOE - Special Education Teacher - effective February 4, 2020

Dea, Patricia - WB - Special Education Teacher - effective June 30, 2020

Lapierre, Rhonda - WB - Speech Language Pathologist - June 30, 2020

8.1.d. Teacher Retirements – con't

Martel, Susan - WB - Gr. 8 Math Teacher - effective June 30, 2020
Scalia, Karen - NEMS - Gr. 7 Science Teacher - effective June 30, 2020
Stansel, Martha - CHMS - Special Education Teacher - effective June 30, 2020
St. Pierre, Susan - ID - Physical Education Teacher - effective June 30, 2020
Thaler, Deborah - BEHS - 0.5 Art Teacher - effective November 1, 2019

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously
VOTED: That the Board of Education approve Teacher Retirements.

8.1.e. Teacher Resignations

McLellan, Eve - CHMS - Special Education Teacher - effective September 26, 2019
Perez, Hector - CHMS - Gr 7 Social Studies Teacher - effective October 7, 2019
Prentiss, Melissa - EPH - Gr 5 Teacher - effective October 22, 2019

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously
VOTED: That the Board of Education approve the Teacher Resignations.

8.1.f. New Teacher Hires

Collin, Karen - NEMS - 0.5 Math Instructional Support Teacher - effective October 15, 2019
Palmer, Kim - MTV - Special Education Teacher - effective November 4, 2019

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously
VOTED: That the Board of Education approve the New Teacher Hires.

8.1.g. A-3 Hire

Nadeau, Meghan - BECC - School Readiness

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously
VOTED: That the Board of Education approve the A-3 Hire.

8.1.h. LOA Request

Meusel, Amanda - WB - Kindergarten - effective January 20, 2020 through February 28, 2020

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously
VOTED: That the Board of Education approve the LOA Request.

Tenure Attainment – The following staff received tenure during the period September 1, 2018 through September 1, 2019:

Bristol Central High School

Cote, Michelle - Business
Italia, Romina - Science

Effective Date

6/30/19
6/30/19

Bristol Eastern High School

Jacques, Stephanie - Math
Nocera, Shelly - English

6/30/19
1/31/19

Chippens Hill Middle School

Ryskowski, Paul - Language Arts

6/30/19

Northeast Middle School

Mastrianni, Rosetta - Spanish & TESOL 6/30/19

Greene-Hills School

Bobruff, Erica - Kindergarten 9/30/18
Casasanta, Caitlin - Social Studies 10/31/18

West Bristol K-8 School

Keeley, Karyssa - Grade 1 6/30/19

Edgewood School

Caisse, Miranda - Grade 2 6/30/19

Ivy Drive School

Rodjenski, Karen - Literacy Coach 10/31/18

City Wide

	<u>Effective Date</u>
Dugan, Elizabeth - TESOL	6/30/19
Noyes-Tortora, Daneille - Art - ID & MTV	6/30/19

Special Education

Bartelmo, Anne - CHMS	6/30/19
Carasiti, Katrina - BECC - L/S/H	6/30/19
Deschaine, James - CHMS	6/30/19
Harris, Jessica - GH	12/31/18
Lefkovich, Barbara - BECC	9/30/18
McLaughlin, Mary - EDGE & WB, L/S/H	6/30/19
Redman, Nicole - BECC, L/S/H	2/28/19
Saporito, Angelina - CHMS	6/30/19
Valdesi, Pamela - ID	10/30/18

Bristol Preparatory Academy

Cabral, Daniela- Math 6/30/19

Administrators

Ziegler, Nathaniel - BOE - Supervisor, Special Services 9/30/18

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously ***VOTED: That the Board of Education approve the Tenure Attainments as listed.***

GRANTS

Adult Education Grant

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously ***VOTED: That the Board of Education approve the Adult Education Grant.***

GRANTS - con't

Adult Education PEP Grants - English as a Pathway to a Brighter Future

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously

VOTED: That the Board of Education approve the Adult Education PEP Grants - English as a Pathway to a Brighter Future.

8.2.c. Adult Education PEP Grants - English as a Pathway to a Brighter Future: Ready, Set Read

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously

VOTED: That the Board of Education approve Adult Education PEP Grants - English as a Pathway to a Brighter Future: Ready, Set Read.

Education of Homeless Children and Youth

On a motion by Karen Vibert and a second by Kristen Giantonio it was unanimously

VOTED: That the Board of Education approve the Education of Homeless Children and Youth.

8.1.a – Administrator Retirement - Dr. Carbone shared that West Bristol Assistant Principal Martha Nowobilski will retire after 27 years of service as a teacher or administrator within the Bristol Public Schools, and a total of 46 years as an educator. Dr. Carbone thanked her for her service to the district and our students. Mrs. Nowobilski was present in the audience and stood to be recognized. Commissioner Giantonio personally thanked Mrs. Nowobilski for the relationship they have established while her daughter has been at West Bristol School.

On a motion by Karen Vibert and a second by Karen Hintz it was unanimously

VOTED: That the Board of Education approve the Administrator Retirement.

8.i.c – Administrator Hire – Dr. Carbone introduced Michael Higgins as the newly appointed Principal of Bristol Eastern High School. Mr. Higgins was present in the audience, and stood to say a few words and thanked the Board of Education for the opportunity to lead Bristol Eastern.

On a motion by Karen Vibert and a second by Karen Hintz it was unanimously

VOTED: That the Board of Education approve the Administrator Hire.

PUBLIC COMMENT

No members of the public wished to address the Board.

DELIBERATED ITEMS/DISTRICT LEADERSHIP TEAM REPORTS

BC/BE Trip to Martinique in February 2020

Leszek Ward presented the BC/BE Trip to Martinique in February 2020. At the December 5, 2018 meeting the Board approved the Study Abroad: Martinique and Guadeloupe in February 2020. Changes to the flights offered by Norwegian airlines necessitate changes to the dates of a previously approved trip to Martinique in February of 2020. The trip was originally planned for 2/14/20-2/20/20. Due to the changes in flight offering, the revised dates are 2/12/20-2/17/20.

On a motion by Karen Hintz and a second by Jennifer Dube it was unanimously

VOTED: That the Board of Education approve the revised travel dates for the BC/BE Trip to Martinique in February 2020.

Bristol Central (Enrolled Students of Latin) Trip to Italy June 2021

Kelley Monahan-Dinoia presented the Bristol Central (Enrolled Students of Latin) Trip to Italy 2021. Mrs. Monahan-Dinoia was seeking the Board of Education's approval to travel to Italy in late June of 2021. The ten-day trip always results in rewarding and memorable cultural experiences for students. Participating in an educational travel program holds a variety of benefits for our students. As part of their curriculum, students academically explore Italy. The trip adds new dimensions to students' formal curriculum, expanding their views of the world and their perspectives of themselves and their own culture. Direct exposure to a foreign culture enhances months of classroom study. Students will develop a stronger appreciation and interest in ancient history, literature, and the arts. Participation in an educational travel program can also improve a student's chances for college admission.

Students Katie Funk and John Lukasiewicz shared their experiences of traveling to Italy with Monahan-Dinoia last summer.

On a motion by Karen Hintz and a second by Jennifer Dube it was unanimously ***VOTED: That the Board of Education approve the Bristol Central (Enrolled Students of Latin) Trip to Italy June 2021.***

Child Nutrition Program Authorized Signatory

Board approval is required when authorized signatory changes are made to the Child Nutrition Program. The Board needs to formally designate Catherine Carbone, Superintendent of Schools, as a signer on monthly Federal Reimbursement claims for Child Nutrition Program.

On a motion by Thomas O'Brien and a second by Morris Patton it was unanimously ***VOTED: That the Board of Education approve Catherine Carbone, Superintendent of Schools, as an authorized signatory for monthly Federal Reimbursement claims for Child Nutrition Program.***

October 1 Enrollment Report

Dr. Galloway presented the October 1 Enrollment figures for the Board. Commissioners were provided the enrollment spreadsheet to follow along. Questions followed regarding West Bristol enrollment total requirements, redistricting, enrollment projections and the need for an enrollment study.

Schedule of Board of Education Meetings for the 2020 Calendar Year

In accordance with Section 1-21 of the Connecticut General Statutes and in keeping with Board of Education policy, a schedule of Board of Education meeting dates for the 2020 calendar year is required by the Town and City Clerk. Board of Education meetings will be held the first Wednesday of every month* at 7:00 p.m. in the Auditorium of the Board of Education Administration Building, located 129 Church Street Bristol, Connecticut. (*except July, August and September)

On a motion by Karen Hintz and a second by Kristen Giantonio it was unanimously ***VOTED: That the Board of Education approve the Schedule of Board of Education Meetings for the 2020 Calendar Year.***

Secondary Summer School Report

Larry Covino presented the 2019 Secondary Summer School Report. Some highlights of the report include a .6 drop in enrollment at the high school level, continued expansion of online learning opportunities, the addition of a special education teacher to work with students on language arts and math and students taking their social studies and science courses online with the guidance of a teacher.

NEW BUSINESS

There was no New Business to come before the Board.

BUILDING REPORTS

MBIAMS Update – Dr. Michael Dietter presented a MBIAMS update. The next committee meeting will be tomorrow November 7th at 6:30 in Room 36 of the Board of Education. A Community Forum will be held on November 21st at 6:30 p.m. in the Board of Education auditorium. There will presentation by the architects, updates from stake holders, as well as slide show presenting the current status and conditions of the building.

Mountain View Playground Installation – Dr. Michael Dietter shared that the Mountain View playground installation is complete. He recently attended the ribbon cutting ceremony. This evening he thanked several people who were involved in making this project.

Stafford School Roof Project – Mrs. Jill Browne presented the status of the Stafford School roof project. The next committee meeting is November 21st at the Board of Education.

South Side HVAC Project – Mrs. Jill Browne presented the status of the South Side HVAC project. The next committee meeting is November 21st at the Board of Education immediately following the Stafford Roof Committee meeting. Questions followed regarding use of energy efficient materials and any potential reimbursement from Eversource. Mrs. Browne will get back to commissioners via email with these answers.

LIAISON/INFORMATION REPORTS

Commissioners Grabowski delivered a farewell message and advice to the sitting and newly elected Board Members. Mr. Grabowski thanked everyone for all the support they have given him as a young Board Commissioner.

Commissioner Giantonio shared information regarding Bristol SEPTO.

Commissioner Hintz spoke about the pending recount and what her tenure on the Board of Education has meant to her. She thanked the professional staff and teachers for all that they do and their support of the Board of Education Commissioners.

Chairman Wilson acknowledged two former Board members sitting in the audience; Orlando Calfe and Amy Coan.

VOTE TO RECESS

Chairman Wilson called for a twenty-minute recess to allow Board members and the audience a chance to partake in cake in honor of departing Commissioners. (8:30 p.m.)

On a motion by Karen Vibert and a second by Jennifer Dube it was unanimously

VOTED: That the Board of Education take a twenty-minute recess.

CONVENE INTO EXECUTIVE SESSION

The Board of Education convened into Executive Session for the purpose of discussing the Superintendent's Evaluation.

EXECUTIVE SESSION

PRESENT: Commissioners: Jennifer Dube, Kristen Giantonio, Joseph Grabowski, Karen Hintz, Thomas O'Brien, Karen Vibert and Christopher Wilson; Dr. Catherine Carbone, Superintendent,

EXCUSED: Commissioner Jeff Caggiano, Morris Patton, IV

EXECUTIVE SESSION – con't

SUPERINTENDENT EVALUATION

Commissioners were presented with the Superintendent Goals and assessment tools for evaluation.

RECONVENE INTO PUBLIC SESSION to take any votes on items discussed in Executive Session

16. ADJOURNMENT

There being no other business to come before the Board of Education the meeting should adjourn. (9:12 p.m.)

Respectfully Submitted

Susan P. Everett

Susan P. Everett

Executive Secretary to Board of Education

DRAFT