

**BOARD OF EDUCATION
Bristol, Connecticut
July 10, 2019 – Regular Meeting Minutes**

The regular meeting of the Bristol Board of Education was held on Wednesday, July 10, 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 (arrived 7:08p.m.), Karen Hintz, Thomas O'Brien, Morris Patton, IV, Karen Vibert and Christopher Wilson; Dr. Catherine Carbone, Superintendent, Dr. Michael Dietter, Deputy Superintendent, and Scott Rosado, Council Liaison Proxy

EXCUSED: Commissioner Jeff Caggiano and Dr. Sam Galloway

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Wilson called the meeting to order at 7:00 p.m. and introduced Dr. Catherine Carbone as the Superintendent of Schools and introduced and welcomed Dr. Michael Dietter, as the Deputy Superintendent of Schools and a new member to the table. Chairman Wilson announced that resignation of Commissioner Taylor and thanked her for her service to the Board of Education and welcomed her replacement, Morris "Rippy" Patton, IV was sworn in this afternoon as a member of the Board of Education.

The audience stood for the Pledge of Allegiance.

Chairman Wilson announced that Councilman Scott Rosado, was sitting in this evening for Council Liaison Peter Kelley.

MOMENT OF SILENCE

Chairman Wilson called for a moment of silence for Chester Kozikowski a Bristol Central Custodian from November 1967 to May 1991, Ann Norton a Bristol Central English Teacher from September 1969 to June 2003, and Fleurette Shingler a Bristol Eastern Foreign Language Teacher from September 1952 to June 1991.

APPROVAL OF MINUTES – June 5, 2019, Regular Meeting

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

VOTED: That the Board of Education approve the June 5, 2019, Regular Meeting minutes as written.
Commissioner Vibert Abstained.

COMMITTEE REPORTS

Student Achievement Committee

Commissioner Dube reported that the committee met on Wednesday, June 19th and discussed the updated high school science curriculum and discussed the community services requirements for our graduating seniors.

Finance Committee

Commissioner Vibert reported that the committee did not meet last month, but as we are nearing the end of the fiscal year, she thought we should get a detailed report from Mrs. Browne. Commissioners were provided the June financial report; the information is the district snapshot of May 31st. It had previously been reported that we intended to end the year with a deficit between \$800,000 and \$1.2M. We are currently analyzing the end of June, as the end year closing continues through July and August. As of the end of May, we received \$4,298,000 in revenues from Rentals, Tuition, Medicaid and Displaced Student Relief, and Special Education Excess Cost Grant Funding. As of May 31st, we had an operating budget of \$-1.458 million; we are continuing to receive revenues from various sources and continue to close purchase orders. We do not expect that to be our final number; we expect to improve on that number. As reported throughout the year, the areas in which we are over budget are Transportation, Magnet Tuitions, Special Education, and Regular Education Transportation and we went over just slightly in Operation of Plant. We do continue to forecast that we have approximately \$1.3M in the teacher salaries line available for transfer; we will utilize those monies to mitigate the special education deficit. At the time of the reports we still had about 800 purchase orders open, as of today, there are 279 purchase orders still open, remaining on those purchase orders is approximately \$776,000, those funds have been encumbered not all those monies will be spent. Mrs. Browne still believes that we will fall between the \$800,000 and \$1.2M deficit, but closer to the \$800,000. No big news in appropriations and transfers. In the cafeteria report, we are now showing a deficit of \$92,844 of that current deficit \$21,673 can be attributed to the six cents (.06) per meal penalty applied following our triennial administrative review. We received the reduction for February, March, April, and May, it was reinstated for June 1st. The reason for this change is that we had an increase in purchase orders of food supplies and paper products to get us through the year, that increase in the purchase order did not happen until late April, so that is why it is appearing on this report. Going forward we looked at several items that had not gone out to bid for several years, our milk vendor, paper supply vendor and our food supply vendor have since gone out to bid; we will do better in those areas moving forward. Also, we are reapplying to the Community Eligibility Program with our most updated student percentage numbers which will give us a larger reimbursement. Mrs. Browne shared the most recent information from the tri-annual review. The review took place from January 15th-17th. We received a closeout letter from the State dated June 12, 2019 (a copy of the letter was in the packet commissioners received this evening). The letter acknowledged the receipt of our corrective action plans and approved the corrections that were made. However, the errors that were identified require fiscal action and they pertain to meal counting and claiming and meal components and quantities; the fiscal action charges totaled \$106,468.28. The letter states that this will be recovered in a future monthly claim. However, when she went into the website earlier this month, she can see that there were several adjustments made on June 12th for September 2018 through February 2019; all the adjustments total that amount of \$106,468.28. This will mean that the \$92,000 cafeteria deficit is going to grow. The CT State Department of Education is required to report the results of the administrative review; therefore, a summary of the review will be posted on their website until another tri-annual review is conducted. We asked via email for a breakdown of the charge, because we were unable to recreate it, and we did not hear back from them. In a letter dated June 28, 2019, we filed a formal request for review or appeal to the results. We received a letter today dated July 10, 2019, informing us that the Division of Legal and Government Affairs has appointed a review official to conduct the appeal proceedings. We now must submit documentation of our position within 30 days, once submitted, 60 days from submission; they will inform us of their determination. Mrs. Browne is hopeful there will be some change in that number.

Questions followed regarding disciplinary actions for those responsible and an explanation of meal counting and claiming.

CHAIRMAN'S REPORT

Chairman Wilson updated the Board on the following topics: Graduation at Bristol Prep Academy and Adult Education; the Business Education Foundation Trivia Night (October 18, 2019), and highlights of the Legislative Session. Chairman Wilson asked Dr. Dietter to give an update about the Memorial Boulevard Intradistrict Arts Magnet School.

Dr. Dietter reported that committee continues to meet and move forward at a pace that will ensure timely construction and work moving forward. Current work has focused on interior and exterior design features. In the interior they are focusing on a gymnasium and making it accessible to the entire community and will allow the community to utilize the space for multiple reasons as well as have areas for participants and viewing. There are a lot of restrictions, so they have been working to clear up those issues; the issues are primarily with maintaining the historical features on the exterior of the building and ensuring that any additions that are made maintain the historic and architectural features. That work has now engaged the Office of School Grants and Construction Review as well as the State Historic Preservation Office. We are awaiting an update which will happen at the next meeting which is tomorrow July 11th at 6:30 p.m. in Room 36. Dr. Dietter shared that they have expanded their lines of communication with Associated Spring (their neighbors across the street) they now have regularly scheduled phone conferences to update them on vehicles entering or exiting the site as the work begins to ramp up we want to ensure them that any intrusion will be minimal, and there will be time to plan.

SUPERINTENDENT'S REPORT

Dr. Carbone provided a welcome greeting to the board where she reiterated her commitment to working for the District and making the district a great place for all students.

Dr. Carbone updated the board on the following topics: Board of Education – July 17, 2019, the Administrative Council meeting that was held after school closed, the upcoming BAPS retreat on July 16th, 17th and 18th where Central Office and the Office of Teaching and Learning will be presenting and the Climate and Culture Workshop.

CONSENT AGENDA

Commissioner O'Brien asked about the New Hire Resumes; they were not attached to the agenda item. Going forward they should be attached to the agenda.

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

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

Teacher Retirement – Effective June 30, 2019

Hyde, Mary – BEHS – Science Teacher

Teacher Resignations

Bovin, Amy – BEHS – Music Teacher – effective June 27, 2019

Hussein, Katie – EDGE – Grade 3 Teacher – effective June 14, 2019

Kaminski, Barbara – BEHS – Social Studies Teacher – effective June 18, 2019

Shook, Nicole – BCHS – Science Teacher – effective June 14, 2019

New Teacher Hire – Effective August 27, 2019

Rice, Rebecca – STAF – Grade 4 Teacher

Santopietro, Jenna – CHMS – Grades 6-8 Language Arts Teacher

New Teacher Hire – Effective August 27, 2019 – continued

Tierney, Shannon – SSS – Grade 5 Teacher
 Webster, Amanda – SSS – Grade 5 Teacher
 Wester, Meredith – NEMS – 0.5 Math Intervention Teacher

A-1 Resignation – Effective June 14, 2019

Reichler, Jason – BCHS – Science Team Leader

Teacher Requests for unpaid Leave of Absence

Baron, Leah – GH – Grade 3 – effective November 25, 2019 through March 1, 2020
 Heyl, Cindy – ID – Grade 2 – effective August 27, 2019 through November 30, 2019

Grants

Greene-Hills School FRC Grant
 West Bristol Scholl FRC Grant

PUBLIC COMMENT

No members of the public wished to address the board.

DELIBERATED ITEMS/DISTRICT LEADERSHIP TEAM REPORTS**Report on Dress Down Days for 2018-2019 School Year**

Dr. Carbone reported on the Dress Down Days for the 2018-2019 School Year. The Board of Education agreed to waive the staff dress code for monthly dress down days that would benefit students and/or staff. This year, staff donated a total of \$23,804.25. Below are this year's list of charities and the monthly amount raised.

<u>DATE</u>	<u>CHARITY</u>	<u>AMOUNT</u>
9/28/18	Henry Barnard Fund	\$2,487.00
10/26/18	Bristol Bd. Of Ed. Immediate Response Funds	\$2,440.00
11/30/18	Bristol Business Education Foundation	\$2,450.00
12/14/18	Bristol Food Pantry/Soup Kitchens	\$2,315.75
1/25/19	Friday Backpack Meals Program	\$2,640.00
2/22/19	Bristol Adult Resource Center	\$2,487.00
3/29/19	My Cousins Closet	\$2,386.00
4/12/19	Parent and Child Center	\$2,323.00
5/17/19	United Way Day of Caring	\$2,278.00
6/7/19	Summer Camp Scholarships	\$1,997.50

Summer Programs

Carly Fortin, Director of the Office of Teaching and Learning and Dr. Michael Dietter shared an update with the board regarding the summer programs we have running in the district at this time; Extended School Year, Summer Enrichment Program, and Summer School.

Questions followed regarding making summer enrichment available to all students. The extended school year program runs the same time as summer enrichment, making students unable to participate in the enrichment programs.

Consideration of the Approval to address Healthy Foods Act requirements for the sale of beverages to students in Bristol Public Schools

Jill Browne, Director of Business reported on the Approval to address Healthy Foods Act requirements for the sale of beverages to students in Bristol Public Schools. Last month the Board approved the Healthy Food Certification. The specific beverage wording was missing from the motion. Mrs. Browne is seeking approval for the beverage exemptions. Mrs. Browne read the motion for the Board.

“The Bristol Board of Education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food sales.”

On a motion by Commissioner Vibert; seconded by Commissioner O’Brien it was unanimously

VOTED: That the Board of Education approve the beverage exemption for the Healthy Foods Act requirements for the sale of beverages to students in the Bristol Public Schools as read by Mrs. Browne.

CURRICULUM REVISION**Academic Science Curriculum, Grades 9-11 and Accelerated Science Curriculum, Grades 9-11**

Carly Fortin presented the Academic Science Curriculum, Grades 9-11 and Accelerated Science Curriculum, Grades 9-11. 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 high school science curriculum. Bristol’s high school curriculum encapsulates three-dimensional learning that will allow students to actively engage with scientific practices and apply crosscutting concepts in order to deepen their understanding of Core Ideas in order to explain phenomena and solve problems. Units of instruction include such relevant and interesting topics such as the reintroduction of the Yellowstone wolves, impending Apophis asteroid, and the perils of the Radium Girls. 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. Accelerated courses offer a deeper conceptual understanding of the topics found in the academic course and require students to make deeper connections by use of the science and engineering practices.

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

VOTED: That the Board of Education approve the Academic Science Curriculum, Grades 9-11 and Accelerated Science Curriculum, Grades 9-11.

Commissioner Patton Abstained.

NEW BUSINESS

There was no New Business to come before the board.

INFORMATION

Commissioners did not have Information to share with the board.

LIAISON REPORTS

Commissioner Vibert commended Bristol Eastern for allowing city officials/commissioners the opportunity to give family members their diplomas during graduation. It was so nice to see Councilman Mills give his granddaughter her diploma and the Mayor give her son his diploma.

ADJOURNMENT

There being no other business to come before the board, the meeting was adjourned. (7:45 p.m.)

Respectfully Submitted

Susan P. Everett

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Executive Secretary to the Board of Education