

**BOARD OF EDUCATION**  
**Bristol, Connecticut**  
**November 4, 2020 – Regular Meeting Minutes**

The regular meeting of the Bristol Board of Education was held on Wednesday, October 7, 2020, at 7:00 p.m., in-person at the Board of Education auditorium located at 129 Church Street, Bristol, Connecticut, and via the Cisco WebEx Meeting Platform.

**PRESENT:** Commissioners: Eric Carlson, Jennifer Dube, Kristen Giantonio (Virtual), Thomas O'Brien, John Sklenka, Allison Wadowski (virtual) and Christopher Wilson(virtual); Dr. Catherine Carbone, Superintendent, Dr. Michael Dietter, Deputy Superintendent (virtual), Dr. Sam Galloway, Director of Talent Management, Jill Browne, Business Director, Carly Fortin, Director of Teaching and Learning, and Peter Kelley, Council Liaison

**EXCUSED:** Commissioners Shelby Pons and Karen Vibert

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

Chair Jennifer Dube called the meeting to order at 7:02 p.m. and asked the attendees to stand for the Pledge of Allegiance.

**MEETING NORMS**

Commissioner Dube read the meeting norms

**STAFF & STUDENT RECOGNITION**

**Student Representatives to the Board of Education**

Dr. Carbone introduced the newly appointed Student Representatives to the Board of Education. Sydney Rodriquez a Junior from Bristol Central and Trisha Mohan a Junior from Bristol Eastern. Sydney and Trisha addressed the Board briefly to share why they had applied to be Student Representatives to the Board.

**SEBI/SELC Recognition**

Dr. Dietter presented the recognition of our Social Emotional Learning (SEL) support staff; specifically, this is our Social Emotional Behavioral Interventionist (SEBI), Social Emotional Learning Coordinator (SELC), and Behavior Intervention Specialist (BIS). These staff members have bridged the challenges associated with providing much needed emotional support in-person and to our CVL learners. Their efforts include developing a virtual clearinghouse of resources on topics with a specific focus on the obstacles and stressors associated with the pandemic. They are transitioning seamlessly between in-person support, CVL support, and community-based support including support of identifying students at-risk for low engagement, problem-solving real and perceived obstacles, food and housing insecurities, etc. These staff collectively have formed a much-needed safety net for the students and families within our community.

**APPROVAL OF MINUTES**

**October 7, 2020, Regular Meeting Minutes**

On a motion by Thomas O'Brien and a second by Eric Carlson

Approval of the **October 7, 2020 – Regular Meeting Minutes PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) in favor of the motion.

**October 21, 2020 - Special Meeting**

On a motion by Thomas O'Brien and a second by John Sklenka

Approval of the **October 21, 2020 – Regular Meeting Minutes PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) in favor of the motion.

## COMMITTEE REPORTS

**Finance** - Commissioner Wadowski, stepped in for Commissioner Vibert to give the Finance Committee Report. Commissioner Wadowski asked that Mrs. Browne give this month's report. Mrs. Browne reported that this month's report is taken from a September 30<sup>th</sup> snapshot of the 2020-21 fiscal year. The report is showing an operational budget of \$32,021,378. All regular salaries have now been encumbered for the year, which accounts for the large shift in available balance from last month's report. The next large shift will occur when the encumbrance of health insurance takes place for approximately \$16.2M. There will be movement across various characters of the general fund as we encumber and purchase throughout the school year. In the Special Education Character, it is evident that most outplacement tuitions have been encumbered for the school year. We will continue to meet regularly with the Director of Student Services and her staff to monitor our special education tuition costs. The budget development process for the 2021-22 school year has officially begun. Principals and Department Heads received their budgeting instructions last week. The administration will build the budget over the next three months with school leaders, community partners, and department heads. Please mark your calendars with the following tentative dates for Budget Workshops:

Budget Workshop #1, Tuesday, January 19th, (Snow date Thursday, January 21st);

Budget Workshop #2, Tuesday, January 26<sup>th</sup>, (Snow date Thursday, January 28th).

Regarding the cafeteria, the Food Service Program continues to operate successfully in all schools while providing take-home meals to students in attendance on a hybrid schedule. Breakfast and lunch are available daily at no cost to all students through the Community Eligibility Provision (CEP). Meals are served both in school on attendance days and prepared for students to take home on remote learning days. In addition, meals are available for pick up for our Cooperative Virtual Learners on Mondays and Wednesdays. The September 30<sup>th</sup> snapshot indicates a fund balance of \$136,485. The summer food service program has helped to run a positive balance for the first full month. This will fluctuate as we progress through the year, and if we continue to operate on a hybrid and/or remote platform, we do expect changes in the outlook. Questions followed regarding what kind of changes we might see going forward.

**Operations** - Commissioner Carlson reported that the committee met on October 28th they were given an update on the ceiling tile and gym floor projects. The tile project is complete and came in under budget by approximately \$10,000. The gym floor project is complete and came in under budget by approximately \$13,000. There will be a full board Feasibility Plan workshop, which will be held on Tuesday, December 1st.

**Personnel** - Commissioner O'Brien reported that the committee met to discuss preparations for the ongoing negotiations with most of our unions. We have identified areas we are hoping to make progress on. These will continue until a date is decided between Talent Management and Council 4. negotiations.

**Policy** - Commissioner Giantonio reported that the committee met on October 28th and approved the September committee meeting minutes. The committee discussed Policy 5132 – Dress Code to address questions from commissioners around face masks. Following a review of the existing policy, no further action needed to be taken.

**Student Achievement** - Commissioner Wilson reported that the committee met on October 21st they were apprised by Dr. Carbone of the distance learning and hybrid model decision-making process. The committee reviewed the Grade 9 Health Curriculum, it is on tonight's agenda for a second reading. They also reviewed several new curricula that will come to the board as a first reading this evening: BPA Math, BPA Science, and ECE Medical Terminology. The committee also received an update from Kim Culkin regarding IEP's and an update from Mrs. Fortin regarding magnet school programming.

## STUDENT REPRESENTATIVE REPORTS

**BCHS Report** - Madison Laprise – Senior representative from Bristol Central – Shared what has been happening the last two months, there is a plan to merge the two hybrid cohorts on November 12<sup>th</sup> which is the start of quarter two, most activities have been on hold, however, sports have been active. Opening day was October 31<sup>st</sup> and several competitions have taken place this season. Madison gave a big thanks to Mr. Horan (CTE Teacher) for making it possible for students and families to stream most home events. Some clubs have been able to run virtually; such as Interact

Club and Student Council. Other activities that happened in October: SAT and PSAT were administered on October 14th and 29th; Parent-Teacher conferences were held virtually the week of October 19<sup>th</sup>; students and staff have been following the CDC guidelines regarding masks and social distancing; paraeducators and administrators have visited homes of students struggling with distance learning.

**BEHS Report** – Madison Turner – The senior representative from Bristol Eastern, was not present to give her report.

## **CHAIR REPORT**

### **Community Mitigation Strategies**

Chair Jennifer Dube discussed Mitigation Strategies. We (the State) have moved back to Phase II which puts limits on activities. We will keep students in the classroom for as long as we can and as long as we can do it safely. With cases rising, it is important to keep up with proper hand hygiene techniques; handwashing is the single most effective strategy to prevent the virus from spreading. Close contact is a cumulative 15 minutes around a COVID positive person; close enough is 6 ft. If gathering, and you are nearer than 6ft for 15 minutes total you are putting yourself at risk of getting the virus. We are currently fighting the virus and flu season. With all of that being said, and in consultation with Dr. Carbone, we are leaning towards having all BOE meetings and sub-committee meetings to meet virtually in the future to prevent any contact with others and prevent the virus from spreading.

## **SUPERINTENDENT REPORT**

Dr. Carbone reported on two of the four 2019-2024 District Priorities: Organizational Effectiveness and Learner Focused. She provided an update regarding our opening of schools in a hybrid model and the plans to return all grades into in-person instruction through the month of October and early November. Currently the percentage and number of students attending in-person instruction or virtually across the district. The lowest percentage of students attending school is at Hubbell Elementary with 126 students attending school virtually and 233 students attending in person; both high schools have approximately 33-32 percent of their students attending remotely. Conversely, one of our larger schools Greene Hills has a high percentage of students attending school at 82 percent with 154 students participating remotely.

Due to the rollback to Phase 2, All BPS athletic fields and facilities are currently closed to public access without prior permission. As of Friday, November 6, 2020, spectators at all BPS venues will be limited to 25 indoors and 50 outdoors. There is no change to the process for requesting/securing access. There will be COVID -19 Pop-up Testing Sites at Bristol Central High School on 11/4/2020 and 11/18/20 and Bristol Eastern High School on 11/11/20 and 11/25/20 from 10 am-2 pm. Dr. Carbone also gave an overview of the PTA/PTO meetings that she and Dr. Dietter have conducted across the district. The following topics were discussed: Transition to full-in person/Communication, wonderings about learning during a pandemic, and the District's Feasibility Study 2019 and School Configurations.

## **CONSENT AGENDA**

### **Personnel**

#### **Teacher Retirements**

Dubay, Lisa – EPH – Special Education Teacher – Effective June 11, 2021  
Lavoie, Laurie – BCHS – Special Education Teacher - Effective June 30, 2021  
McCormick, Joan – WB - Grade 3 Teacher - Effective August 1, 2021  
McIntosh, Judy – ID – Special Education Teacher – Effective June 11, 2021  
Palmer, Kim – MTV – Special Education Teacher – Effective November 30, 2020  
Raspanti, Tami – EPH – Grade 2 Teacher – Effective June 11, 2021  
Smialowski, Susan – BEHS – Special Education Teacher – Effective June 11, 2021

Following a motion by Thomas O'Brien and a second by Eric Carlson a roll call vote was called.

Approval of **Teacher Retirements PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) voting YES.

## **Teacher Resignation**

Estela, Kevin – BCHS – Social Studies Teacher - Effective October 31, 2020

Following a motion by Thomas O'Brien and a second by Eric Carlson a roll call vote was called.

Approval of the **Teacher Resignation PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) voting YES.

## **New Hires - Effective November 2, 2020**

Burke, Brian – BOE – Executive Director of Community Engagement, Partnerships, and Strategic Planning

Following a motion by Thomas O'Brien and a second by Eric Carlson a roll call vote was called.

Approval of **New Hires PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) voting YES.

## **New Teacher Hires**

Massicot, Emily – WB – Grade 1 Teacher – Effective October 26, 2020

Sayour, Kevin – EPH – .5 Music Teacher – Effective October 28, 2020

Following a motion by Thomas O'Brien and a second by Eric Carlson a roll call vote was called.

Approval of **New Teacher Hires PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) voting YES.

**Certified Personnel Who Have Attained Tenure** - List of certified professional personnel who have reached continuing contract status (tenure) during the period September 1, 2019 - September 1, 2020.

Following a motion by Thomas O'Brien and a second by Eric Carlson a roll call vote was called.

Approval of **Certified Personnel Who Have Attained Tenure PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) voting YES.

## **A-2 Hires - Effective August 25, 2020**

Machol, Keri – BCHS – National Honor Society

Reichler, Elizabeth – BCHS – National Honor Society

Following a motion by Thomas O'Brien and a second by Eric Carlson a roll call vote was called.

Approval of **A-2 Hires PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) voting YES.

## **A-3 Hire**

Baral, Rachael – WB – Building Substitute - Effective October 19, 2020

Following a motion by Thomas O'Brien and a second by Eric Carlson a roll call vote was called.

Approval of the **A-3 Hire PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) voting YES.

## **Grants**

### **McKinney-Vento Homeless Grant**

Following a motion by Thomas O'Brien and a second by Eric Carlson a roll call vote was called.

## **McKinney-Vento Homeless Grant- con't**

Approval of the **McKinney-Vento Homeless Grant PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) voting YES.

### **New Hire Introduction**

Dr. Carbone introduced Brian Burke as the newly appointed Executive Director of Community Engagement, Partnerships, and Strategic Planning. Mr. Burke addressed the board briefly regarding his plans going forward and sharing a brief introduction of himself.

### **PUBLIC COMMENT**

No members of the public wished to address the Board.

## **DELIBERATED ITEMS/DISTRICT LEADERSHIP TEAM REPORTS**

### **October 1 Enrollment Count for the 2020-2021 School Year**

Dr. Galloway presented the **October 1 Enrollment Count for the 2020-2021 School Year**. Questions followed regarding BPA numbers; district numbers once we move to full in-person learning; CVL versus in-person affecting the ability to have in-person learning; number required to say that we cannot accommodate all students; date for CVL students returning to in-person learning, reports to track disengaged vs. disconnected students and disconnected students, what is our recourse for getting them to work.

### **Request for specific exemptions from District Performance Standard Requirement for Graduation**

Mrs. Fortin presented the Request for specific exemptions from District Performance Standard Requirement for Graduation. Bristol Board of Education Policy 6146: Graduation Requirements for Bristol Public Schools include district performance standards for literacy and math for students graduating in 2021 and 2022. The Class of 2023 and classes thereafter must earn a mastery-based credit in lieu of meeting a performance standard based on standardized assessments. Currently, students demonstrate they have met the performance standard when they have reached set scores on the PSAT, SAT, and/or district common assessments. Due to COVID-19, students within the Class of 2021 missed several opportunities to meet the district performance standard, including the spring SAT and common assessments that are normally administered in students' junior year. We propose that students who have not yet met the district performance standards for literacy and math be exempted from the district performance standards outlined in policy 6146.

Following a motion by Kristen Giantonio and a second by John Sklenka a roll call vote was called.

Approval of the **Request for specific exemptions from District Performance Standard Requirement for Graduation PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) voting YES.

## **CURRICULUM REVISIONS**

### **BPA Math - First Reading**

Dr. Rechenberg presented the First Reading of BPA Math. BPA has a compilation of 20 mathematics courses anchored in real world contexts. Each hexamester course provides students with access to Common Core Standards for high school math through 6 week mini courses that provide learning in a context, so students can see the relevance of the mathematics. Each course has a problem-based learning (PBL) approach and is fitted with performance tasks to see student application of the content in the real world content as posed by the PBL. The Mathematics content falls into 6 categories: 1-topics in geometry, 2-topics in statistics, 3-consumer math, 4-math test preparation, 5-topics in algebra, and 6-applied math.

### **BPA Science - First Reading**

Dr. Rechenberg presented the First Reading of BPA Science. BPA has a compilation of 16 science courses anchored in real-world contexts. Each hexamester course provides students with access to Next Generation Science Standards (NGSS) through 6-week mini-courses that provide learning in a context, so students can see the relevance of science. Each course has problem-based learning (PBL) approach and is fitted with performance tasks to see student application of the content in the real world content as posed by the PBL. The science content falls into 4 categories: 1-Consumer Chemistry, 2-Earth and Space Science, 3-Life Science, 4-Energy.

### **ECE Medical Terminology - First Reading**

Dr. Rechenberg will be presenting the First Reading of ECE Medical Terminology. ECE Medical Terminology is a full year UConn course designed to develop language that will support students as they pursue a career or major in the health sciences. This course showcases medical language through the lens of each body system. As students navigate each body system, they build an understanding of the prefix, suffix, and combine forms related to the system, as well as the terms associated with common pathologies and diagnostics for that system. This course embeds multiple hands-on and virtual lab experiences to enhance their knowledge and class experience. Students will be expected to research and share their findings through case studies, projects, models, written and/or oral reports and presentations. Students will be awarded 2.0 UConn credits for the successful completion of the requirements for this course.

This is the first reading of the three curriculums. They will appear on next month's agenda for a vote. Commissioners may reach out to Dr. Rechenberg in the Office of Teaching and Learning if they have any questions in the intervening month.

### **Grade 9 Health Curriculum - Second Reading**

The health curriculum is based on the Connecticut Health and Balanced Living Curriculum Framework. This course utilizes a proactive approach that serves as a catalyst for young people to analyze and evaluate their own lifestyle habits and then synthesize and apply strategies towards achieving an optimal level of physical, social, mental, and emotional health. Students receive instruction in mental and emotional health, nutrition, alcohol and other drug prevention, human sexuality, and disease prevention as part of a Health Education program at the high school level. Two components of the health curriculum are the content strands of Human Growth and Development and HIV/AIDS education. In these lessons, the teacher helps students develop an understanding of the human body and positive health decision making. An outline of the objectives to be covered in ninth grade is printed below. The major topics of study include: Mental Health, Healthy Eating, and Physical Activity, Alcohol and Other Drugs, Healthy Relationships/Violence Prevention, Sexual Health/HIV, and Safety/Injury Prevention.

Following a motion by John Sklenka and a second by Eric Carlson a roll call vote was called.

Approval of the **Grade 9 Health Curriculum PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) voting YES.

### **NEW BUSINESS**

There was no New Business to come before the Board.

### **BUILDING REPORTS**

**MBIAMS Update** – Dr. Dietter presented the Memorial Boulevard Intradistrict Arts Magnet School Update. The October 8th meeting was to review proposals and authorize moving forward on the selection of vendors/contractors. The Building Committee forwarded recommendations to City hall for issuance of Letters of Authorization.

On October 22nd, the building committee met and reviewed construction documents, specifically the determination of the guaranteed maximum price of \$53,025,387; add to that figure owner soft costs which include consultation fees, fees associated with fixtures and equipment, and contingencies for a grand total of \$61,315,587. At this time, all alternates have been included and an expanded window package has been authorized for exploration. We are on time and currently under our budget threshold of \$63 million.

**Stafford School - Roof Project** – Tim Callahan presented the Stafford School Roof Project. Mr. Callahan reported that the project is going well; roof work is complete, finishing metal flashing, significantly under budget, they will be closing out the project soon.

**South Side - HVAC Project** - Tim Callahan presented the South Side HVAC Project. Mr. Callahan reported that they are running ERV's; running boiler, they are \$150,000 under budget, project moving along well.

### **INFORMATION/LIAISON REPORTS**

There were no information or liaison reports given this evening.

**VOTE TO CONVENE INTO EXECUTIVE SESSION** *for the purpose of discussing the Superintendent's Evaluation.*

Following a motion by John Sklenka and a second by Thomas O'Brien.

Approval of the **VOTE TO CONVENE INTO EXECUTIVE SESSION** *for the purpose of discussing the Superintendent's Evaluation* **PASSED** with seven (7) Commissioners (Carlson, Giantonio, O'Brien, Sklenka, Wadowski, Wilson, and Dube) in favor of the motion. (8:17 p.m.)

**EXECUTIVE SESSION**

Executive Session was called to order at 8:22 p.m.

Commissioners discussed the Superintendent's Evaluation.

**RECONVENE INTO PUBLIC SESSION** *to take any votes on matters discussed in Executive Session.*

No matters discussed in Executive Session required a vote.

**ADJOURNMENT**

There being no other business to come before the Board of Education the meeting should adjourn. (9:00 p.m.)

Respectfully Submitted

*Susan P. Everett*

Susan P. Everett

Executive Secretary to the Board of Education