

Southington Board of Education Meeting

Thursday, January 10, 2013 7:30 PM
Municipal Center Public Assembly Room 200 North Main Street
Southington, CT 06489
200 North Main Street
Southington, CT 06489



BOARD OF EDUCATION REGULAR MEETING

1. CALL TO ORDER
2. Executive Session for Safety and Student Expulsions ~ 6:30 p.m.
3. Board Recognitions ~ 7:15 p.m.
 - a. Christopher Palmieri ~ Connecticut Assistant Principal of the Year
 - b. CAPSS 2012-2013 Recipients ~ Jonathan La Follette and Catherine Myers
4. Reconvene Meeting ~ Regular Session ~ 7:30 p.m.
5. Pledge of Allegiance
6. Approval of Minutes ~ December 13, 2012
7. Communications
 - a. Communications from Audience
 - b. Communications from Board Members and Administration
 - c. Communications from Student Representatives
8. Report of Superintendent
 - a. Personnel Report
9. Committee Reports
 - a. Policy & Personnel Committee Meeting ~ December 17, 2012
 - b. Curriculum & Instruction Committee Meeting ~ December 19, 2012
10. Old Business
 - a. Town Government Communications
 - b. Construction Update
 - c. All-Day Kindergarten Proposal - Update
 - d. 2013-2014 School Calendar Review ~ Second Reading
11. New Business
 - a. 2013-2014 Teacher Evaluation
 - b. 2012 Annual Update of the Southington Education Foundation
 - c. Mid-Year Report on Superintendent's Objectives
 - d. CAPT/SAT/AP/ College Report
12. Adjournment

Administration: Board of Education Update December 13, 2012

1. **Time Study Committee – SHS** (Attachment #1)
2. **Main Street Community Foundation / FRC** (Attachment #2)
3. **Southington Education Foundation** (Attachment #3)
4. **Veterans' Committee Meeting – December 19th:** **3:00 p.m.**
5. **Staff / Admin: Regional / National Leadership**

Joseph W. Everett
12/13/12

1. Undertake an examination and review of the schedule to ensure it supports the implementation of the curriculum, instruction and assessment practices

In December 2011, the Instructional Time Committee began a series of meetings to discuss the current daily schedule at Southington High School. This committee consisted of teachers from each department, the school principal, the school assistant principal responsible for scheduling, a teacher union representative, a member of the Board of Education, a parent and two students from grades 9 and 10 (chosen specifically because their classes would be most impacted by any instructional changes). The committee met eight times after school from 2:30 – 4:00 between December 2011 and May 2012. In addition, members of the committee made site visits to and conducted phone interviews with several high schools throughout the state with non-traditional schedules.

The first meeting served to orient the group and identify questions, ideas and concerns each member had about both the current and a possible modified schedule at SHS, as well as maintaining the integrity of the existing curricular programs, generating staff buy-in, providing professional development to staff regarding effective use of time, and increasing adult-student contact. The group was also presented with criteria mandated by the state of Connecticut including the increase to 25 credits to graduate from high school, the establishment of an advisory program, the implementation of a capstone project, and the inclusion of Tier 2 and 3 interventions. Also, the principal suggested that the committee review the current amount of passing time given to students during the day, the length of the lunch period offered to all students, and the efficiency and function of homeroom.

At the end of December 2011, several site visits were made to area schools by teams of committee members to examine the effectiveness of both an AB and rotating block schedule. Each team met with individuals responsible for scheduling at the host schools to discuss several topics including how the new schedule affected staffing, steps taken to ensure staff buy-in, and accommodating both intervention and common planning time, as well as any available evidence that the schedule changes resulted in improved instruction and suggestions for a new school considering schedule changes. All of this data was compiled and reviewed over the next two Instructional Time Committee meetings.

The Instructional Time Committee recommended a number of schedules to the School Improvement Team, which then used a decision matrix and multiple meetings to determine the schedule best suited for Southington High School. After all of this work, there was no clear cut winner and the SIT decided to go with the schedule that eliminated homeroom which added multiple minutes to each class throughout the school year. The SIT also agreed to continue to review our use of instructional time at Southington High School so that we can maximize teaching and learning. This decision was brought back to the full faculty on November 20, 2012.

OPTION #5 – ELIMINATE HOMEROOM SCHEDULE

- School Day begins @ 7:35, ends @ 2:15
- No homeroom
- Announcements everyday for 3 minutes at end of Period 1 (students remain in classroom to hear)
- 4 Lunch Waves
- 46 minutes each period
- Advisor Days: 43 minutes each period
- ½ Days: 31 minutes each period (no lunch or advisory)

EACH CLASS

- Approx. 172 min **GAIN** of “contact time” per year (**3.8 days**)112 **GAIN** of min. (**2.5 days**) w/ twice a month advisory days .
- 20 minute “Advisory” period twice a month (does not meet on half days)
- Every student has full lunch period like current schedule (extended by one minute)
- No increase of average credits taken from 6.5 currently unless push made to eliminate study halls
- Health/PE /Lab scheduling issues will still exist
- Could potentially rotate classes from current schedule but lunch waves must remain constant and could be issues w/ double period classes.

TEACHERS

- Teacher day should end at 2:40 instead of 2:42 to make up for earlier (7:25) report time
- No extra collaboration time from current schedule
- 46 min lunch every day
- 20 min advisory twice a month
- 46 min duty every day
- 46 min prep every day

MAIN POINTS

A Newsletter for Friends of the Main Street Community Foundation

Fall 2012

GRANTS IN ACTION

A New Home for the Southington Family Resource Center

"Wow! This is school!" four-year-old Olivia exclaimed as she arrived at the Southington Family Resource Center located in Room 17 at Hatton School. Home daycare provider Sue Cyr recounted Olivia's first impression of the classroom as she explained, "I could take the children in my care to the park to run around, but until this classroom opened I was not able to give them the opportunity to have a school experience." Krista Pringle, the center's director, added, "The work we do here is beneficial to everyone. It doesn't matter what a family's socio-economic background is, because everyone benefits from receiving help with parenting and school readiness skills."

The center had been operated mainly out of a small room at Jerynoski School for the past four years. But the space was suitable only for storage and as an office; staff had to travel from one school to another for classes and other programs. We were working out of the trunk of our

cars," Pringle said. "We spent most of our day traveling, setting up programs, and then breaking down." Pringle lobbied Superintendent Joseph Erardl for more space, and took him on a visit of the family resource center in Plainville.



L - R: Sue Cyr, home day care provider, with Southington Family Resource Center Director Krista Pringle and Olivia, Joey and Evan in the Center's book nook.

Staffing changes in the Southington elementary schools resulted in classroom space becoming available at Hatton School. Pringle said that she realized that many families were willing to travel to

a centralized location and it would not affect the program. Many families were coming to the program based on the days that were best for them, not whether they were at an elementary school close to home or not.

A \$3,655 grant from the Douglas and Noreen Schumann Special Interest Fund at the Main Street Community Foundation provided the funding to furnish the classroom. Child-sized tables and chairs, brightly colored floor mats, bookcases, a cozy reading nook and shelves full of instructional materials adorn the room. A wall of windows and a door that allows participants direct access to the classroom from the parking lot create a welcoming, cheerful environment.

Sue Cyr used to bring the children in her care to the Kelly School Gymnasium to participate in programs. "This feels more like school than the gym did. The programs at the gym were great, but there was a lot we weren't allowed to do - arts and crafts, computer classes, snack time. Also, the children in my daycare do not have access to a

"Grants in Action" continued on page 3

PEOPLE OF VISION

Community Benefits from VISTA Service Learning Projects

Charity and generosity are two of the values that brought together a small team of eight students from Tunxis Community College and the Main Street Community Foundation. The students, participants in VISTA service learning project in their spring 2012 sociology class taught by Professor Marie Clucas, PhD, took on a

project to benefit the immediate response funds at the Foundation.

The students identified that as of the 2010 census data, there is a higher than state average unemployment rate in four of the six towns served by MSCF. This is one of the reasons for the increase in immediate response fund requests from social service agencies looking to assist families and individuals in need with a one-time grant.

VISTA Coordinator Susan Dantino suggested a service learning project to add resources to the immediate response funds at Main Street Community Foundation. After speaking with Foundation staff and learning that one way of disbursing immediate response funds is through gift cards, the students decided to hold several gift card drives around Tunxis Community College and

"People of Vision" continued on page 3

"Grants in Action" continued

computer. I can take them to computer classes here." Little Clickers, one of the programs at the Southington FRC, is specially designed to develop children's comfort and control in using a computer, while building their pre-reading and pre-math skills at the same time.

In addition to Little Clickers, fall programs at the center include: Messy Monsters (an art experience class for children and their favorite adult), Big Cook/Little Cook, Playgroup, Calling All Characters (story time with a related craft) and Raising Readers Parent Club. The programs

are designed to help pre-school age children develop literacy, numeracy, communication and fine motor skills. Children learn how to function successfully within a classroom environment by sharing with others, following directions, cleaning up after themselves and transitioning from one activity to another. Programs also serve to assist adults in the development of parenting skills and to create an awareness of the school readiness skills children are expected to have upon entering a preschool or kindergarten program.

Morning programs at the center are so popular that they fill before the registration deadline and usually have a long waiting list. Pringle shared the results of a recent survey, "We received 187 responses. Families feel that working parents are not provided with enough opportunities to participate in programs with their children based on the current program schedule. In January, we will address that need by offering evening playgroups and Raising Readers workshops." Sue Cyr nodded in agreement, "The program should continue to be expanded."

"People of Vision" continued

the community to not only contribute to the Foundation's immediate response funds but also raise awareness about the effects of the economic downturn on individuals. At the end of the project, over \$600 in gift cards and donations were donated to benefit the immediate response funds at the Foundation during a ceremony at Tunxis.

The collaboration between Tunxis Community College and Main Street Community Foundation did not end at the conclusion of the gift card project. The Fall 2012 sociology class taught by Professor Marie Clucas, PhD, will also be partnering with the Foundation on another VISTA service learning project. The team of three students will interview organizations in the Foundation's service

area that focus on families in crisis, food and nutrition and basic needs. As a result of the interviews, a wish list from each organization will be established and posted on Main Street Community Foundation's website so that it will be available for anyone who is interested in supporting local nonprofit organizations.

Nearly \$100,000 Awarded in Scholarships

MSCF awarded close to \$100,000 in scholarships to 83 area students during the Foundation's annual Scholarship Reception at the Bristol Public Library on June 27. Attended by more than 60 people, the reception celebrated the donors as well as the recipients

well as other communities who are at varying levels of their academic careers.

MSCF Accredited for Another Five Years

MSCF received notification in early October that it has again met the nation's highest philanthropic standards for operational quality, integrity and accountability. The notice comes from the Community Foundations National Standards Board, a national accreditation organization based in Arlington, VA. MSCF received its first National Standards for U.S. Community Foundations accreditation in 2007. Main Street Community Foundation was one of the first community foundations in Connecticut to receive such designation. The accreditation renewal process occurs every five years and requires community foundations to perform a comprehensive evaluation of existing policies, materials and financial changes which may have occurred since the previous accreditation. The program is designed to provide quality assurance to donors and nonprofits, as well as to legal and financial advisors.

Save the Date

January 8, 2013 Women & Girls' Fund Annual Meeting at Thomaston Savings Bank in Bristol at 5:30 p.m.

January 15, 2013 MSCF grant applications and scholarship applications are available online at www.mainstreetfoundation.org

April 22, 2013 Women & Girls' Fund annual Wonder of Women (WOW) event at the Aqua Turf Club in Southington at 5:30 p.m. featuring guest speaker Grace Killelea



1012 scholarship recipients were honored at this year's annual Scholarship Reception.

and featured special guest speaker Nancy Tank, a former scholarship award recipient and current Senior Vice President & Chief Corporate Relations Officer of Heineken USA. Scholarships are available annually to students from the towns of Bristol, Burlington, Plainville, Plymouth, Southington and Wolcott as

Your Gift Makes a Difference!

Kindly consider adding Main Street Community Foundation to your list of supported non-profit organizations this year as you plan your 2012 year-end charitable giving. Send your gift today by mail or give online at www.MainStreetFoundation.org

Thank you!

	<u>Checking</u>	<u>STEM</u>	<u>Donations</u>	<u>Donations</u>	<u>Donations</u>	<u>Donations</u>	<u>Spelling</u>	<u>Fan of</u>	<u>Bank Card</u>	<u>Outback</u>	<u>Grants</u>	<u>Miscell</u>
	<u>Account</u>	<u>Project</u>	<u>Public</u>	<u>Business</u>	<u>Civic</u>	<u>Bee</u>	<u>Foundation</u>	<u>Expenses</u>	<u>Steak</u>			
10/13/12 Dep Police Union	500							500				
11/13/12 CK#1176 Chamber Ren	-125											-125
11/2/12 Bank Card Expense	-122.93							-122.93				
11/16/12 Dep Gala Smayda	45							45				
11/21/12 CK#1177 ARC Insurance	-595											-595
11/21/12 CK#1178 D Dickau Stimp	-12.88							-12.88				
11/28/12 Dep Golf Tournament	270		270									
11/28/12 Dep United Health	67.32		67.32									
11/28/12 CK#1179 S Bd Of Ed	-12,643.87										-12,643.87	
12/7/12 CK#1180 YMCA Slopers	-3,165.50											
		<u>-3,165.50</u>										

CHECKING ACCT BALANCE: 69,999.11 6,715.97 4867.04 500 2000 8133.12 25,344.75 196.56 4216 -20780.22 2863.49

2 CDs 12/1/2012 4,102.36
TOTAL ASSETS 74,101.47

Vision 2020

Strategic Planning Process for
Southington Public Schools

Terri Lombardi, Patricia Queen, Perri Murdica
Marisa Calvi-Rogers, Kelly Nichols, Tina Riccio
Holly Boudreau, Jen Discenza, Dan Murdzek
Jess Bruen, Amy Perry, Julie Zellner

Sub-Committee Activities to date

Stakeholders: Chamber
Members/Elected and
Appointed Officials

•Hosted two public forums

•PowerPoint Presentation/
Brainstorming Session

1. Single greatest skill/learning outcome that all graduates must have...
2. Community funding priority over next 10 years should be...
3. The greatest change that must take place from present practice is...

Stakeholders: Parents

•Created Promotional
Brochure *

•Attended PTO Meetings

•Attended Brown Bag
Lunch

•Encouraged parents to
complete on-line survey

Stakeholders:
Students/Teachers

•Created Two Surveys* –
one for adult
stakeholders; another for
students

•Student Forums to be
held in January – at SHS,
JAD, & JFK

*Available on www.southingtonschools.org,
Dr. Erardi's blog under ***Vision 2020***

Single Greatest Skill/Learning Outcome that all Graduates Must Have...

Community Forum

- **Communication**
- **Collaborative** problem solving
- **Critical thinkers**
- Work (think) through a process
- Self motivated: Navigate failures/Initiative/Resiliencies
- Balance technology
- **Ability to figure it out**
- "You are not entitled"

Town Government Forum

- **Communication**
- **Work collaboratively with others**
- Leadership as a mindset/ Team Player
- **Thinkers-critical/Creative**
- **Ability to learn**
- Appreciate diversity
- Go the extra mile-embrace spirit of excellence
- Be prepared to handle life experiences

Community Funding Priority Over the Next 10 Years Should be...

Community Forum

- Get kids out of classroom/ Professionals into the classroom (tradeshows...) Global experience; Tap into the community/seniors; Remote access (virtual)
- Business to fund some of the responsibilities
- Everyone needs to know nothing is more important than education
- Equity among schools- technology parity
- Private sector involved /Real world experience
- **Technology infrastructure**
- Learning languages at early age

Town Government Forum

- Technology as it evolves (short, mid, long term planning)
- **Facilities (infrastructure)**
- Alternative natural resources
- Professional development (strong qualified teachers)
- Text books (paper vs. e-books)
- Teaching profession may change
- Funding curriculum development/ Measure outcomes (postgrad)

The Greatest Change that Must Take Place from Present Practice is...

Community Forum

- Experiential learning
- Assessing capacity of the children and pushing them; Using e-portfolios
- Career exploration (K-12 internships)
- Measuring success (decide career, then college)
- Interactive classroom/ Individualized education
- **Change the school year**
- **Parent involvement/accountability**
- Teacher as facilitator
- **Learning culture to change**

Town Government Forum

- Embrace change and willingness to change/ **Change structure** / Break free of the traditional structure
- Change how to communicate (self-assessment measurements)
- Reevaluate American model- look at foreign models
- Influence state legislators- focus on what is really needed in individual towns
- **Change approach** /Back to basics/ **Motivation for teachers, students, parents**
- Open lines of communication
- Identify where gaps exist

Community Conversation: Follow up

Homework assigned:

- List specific tasks to be done by their organization/group
- Timeline
- People responsible
- Resources and materials needed

Responses

Government:

- Economic Development: key for funding
- More transparency of funds: public needs to know how and why money is being spent
- Look at other models of the school day-across the country and the world: ex. private school model

Civic Organizations:

- Partnerships with civic organizations for service projects
- SPS Planning Committee should consist of school and community members

Responses

Businesses and local colleges:

- Network of business organizations and local universities-serve as mentors (in school and in the field)
- Partnerships with business and community colleges: graduate employable citizens
- Work with community colleges to create e-Portfolios to take with them to universities and employers
- Articulation for courses/credits earned by high school students in Information Technology and BOT Medical Option fields from community colleges and local universities to address national employment trends



DePaolo & Kennedy Middle Schools

[additions and renovate-like-new]

BOE Meeting

December 13, 2012



Design Development Estimate Summary

Southington Middle Schools

December 13, 2012

1	Total Project Costs at Initial Design Development Estimate	99,639,565
2	Value Management Deductions	(9,924,218)
3	Total Project Costs With Value Management	89,715,347
4	Funding (Referendum Value)	85,000,000
5	Amount Over Funding	4,715,347

Values are for both schools.
Exterior walls and vapor barrier to remain.

Project
Estimate
Summary





Major Value Management Items

Southington Middle Schools

December 13, 2012

Total Value Management = \$9,924,218

Site
Reduce paved areas, delete tennis courts, repair fields in lieu of replacing.
Architectural
Eliminate Cafeteria expansion.
Eliminate Satellite Administration Office on second floor.
Reduce Faculty Collaboration Rooms from 9 to 3.
Relocate 2 Art Rooms from the addition to the existing building.
Combine Tech Ed Rooms from 4 to 3.
Eliminate 2 nd Faculty Dining Room Addition
Eliminate Second Computer Lab in first floor addition. Use Mobile technology.
Eliminate climbing wall at Gym.
Minimize Auditorium renovations, refurbish seats, refinish platform.
Mechanical/Electrical/Plumbing
Delete generator, provide wiring and switchgear for portable and future generator.

Value
Engineering
Summary





**Hazardous Materials Abatement Estimate Summary
Southington Middle Schools
December 13, 2012**

Best Case Scenario (Current Plan)*

Excludes Abatement of Exterior Wall Vapor Barrier		
1	Total Hazmat Removal and Disposal Costs	4,689,480
2	Materials Replacement	2,800,000
3	Expedite PCB Abatement (2 Summers)	1,022,283
4	Total Hazmat Abatement Costs	8,511,763 **

Values are for both schools

*Pending Approval by EPA

**Value is Included in Current Estimate

Worst Case Scenario

Abatement of Exterior Wall Vapor Barrier		
1	Total Hazmat Removal and Disposal Costs	8,609,480
2	Materials Replacement	6,650,000
3	Total Hazmat Abatement Costs	15,259,480 *

Values are for both schools

* Does not include soft costs due to increased abatement scope.

HazMat
Costs
Summary



Newfield
CONSTRUCTION
EXPERIENCE. WE BUILD ON IT.





Department Legend

- ADMINISTRATION
- CAFETERIA
- CIRCULATION
- GUIDANCE
- MEDIA CENTER
- PHYSICAL EDUCATION
- SCIENCE
- SPECIALS
- SPECIALTY CLASSROOM
- SPECIAL EDUCATION
- STAGE
- SUPPORT
- TECHNOLOGY
- 8TH - TEAM 1
- 8TH - TEAM 2
- 8TH - TEAM 3



Previous first floor plan





Department Legend

- ADMINISTRATION
- CAFETERIA
- CIRCULATION
- GUIDANCE
- MEDIA CENTER
- PHYSICAL EDUCATION
- SCIENCE
- SPECIALS
- SPECIAL EDUCATION
- STAGE
- SUPPORT
- TECHNOLOGY
- 8TH - TEAM 1
- 8TH - TEAM 2
- 8TH - TEAM 3

Revised first floor plan





Department Legend

- ADMINISTRATION
- CAFETERIA
- CIRCULATION
- GUIDANCE
- PHYSICAL EDUCATION
- SCIENCE
- SPECIALTY CLASSROOM
- SPECIAL EDUCATION
- SUPPORT
- 6TH - TEAM 1
- 6TH - TEAM 2
- 6TH - TEAM 3
- 7TH - TEAM 1
- 7TH - TEAM 2



Previous second floor plan





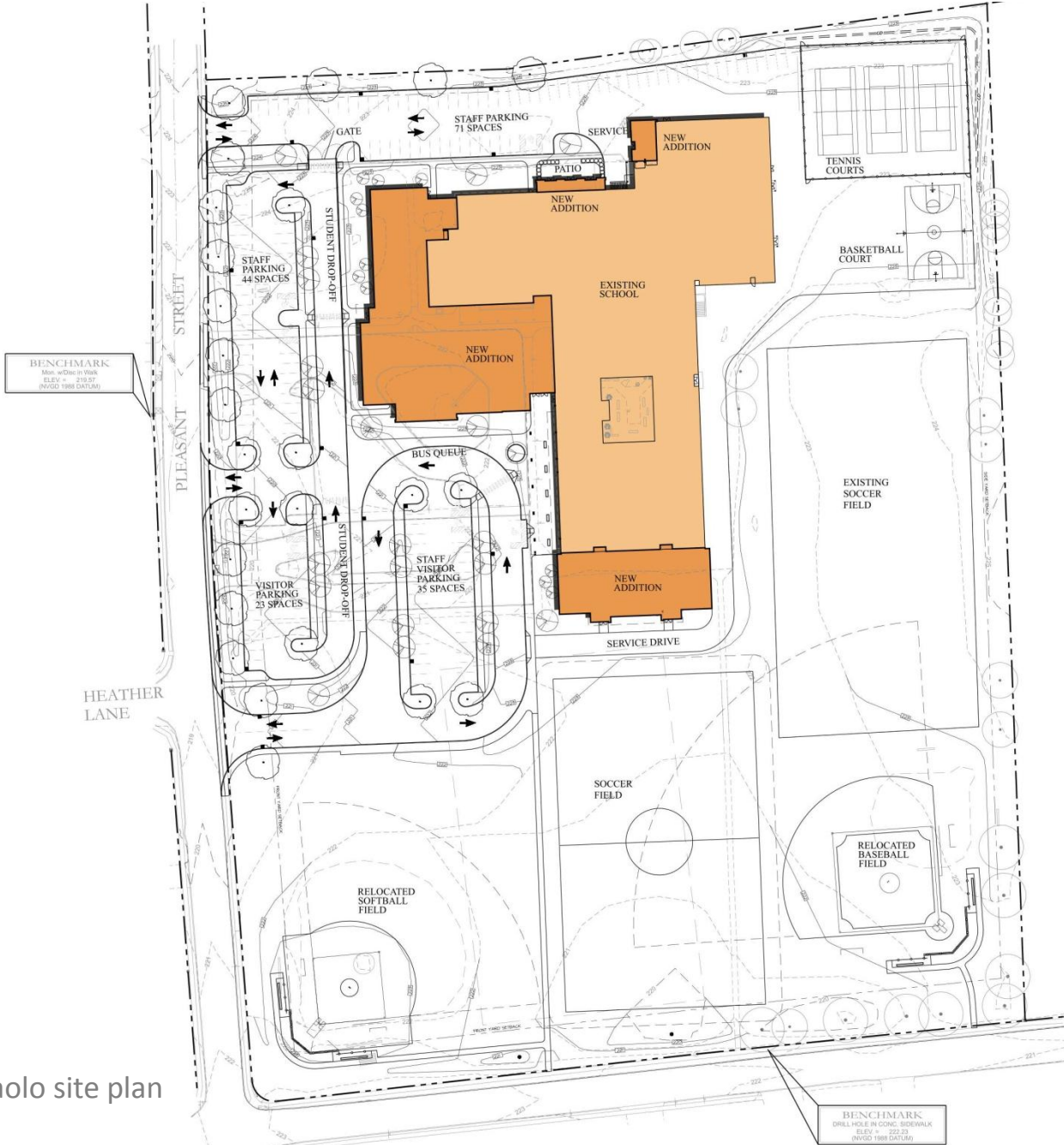
Department Legend

- ADMINISTRATION
- CAFETERIA
- CIRCULATION
- GUIDANCE
- MEDIA CENTER
- PHYSICAL EDUCATION
- SCIENCE
- SPECIALTY CLASSROOM
- SPECIAL EDUCATION
- SUPPORT
- 6TH - TEAM 1
- 6TH - TEAM 2
- 6TH - TEAM 3
- 7TH - TEAM 1
- 7TH - TEAM 2



Revised second floor plan



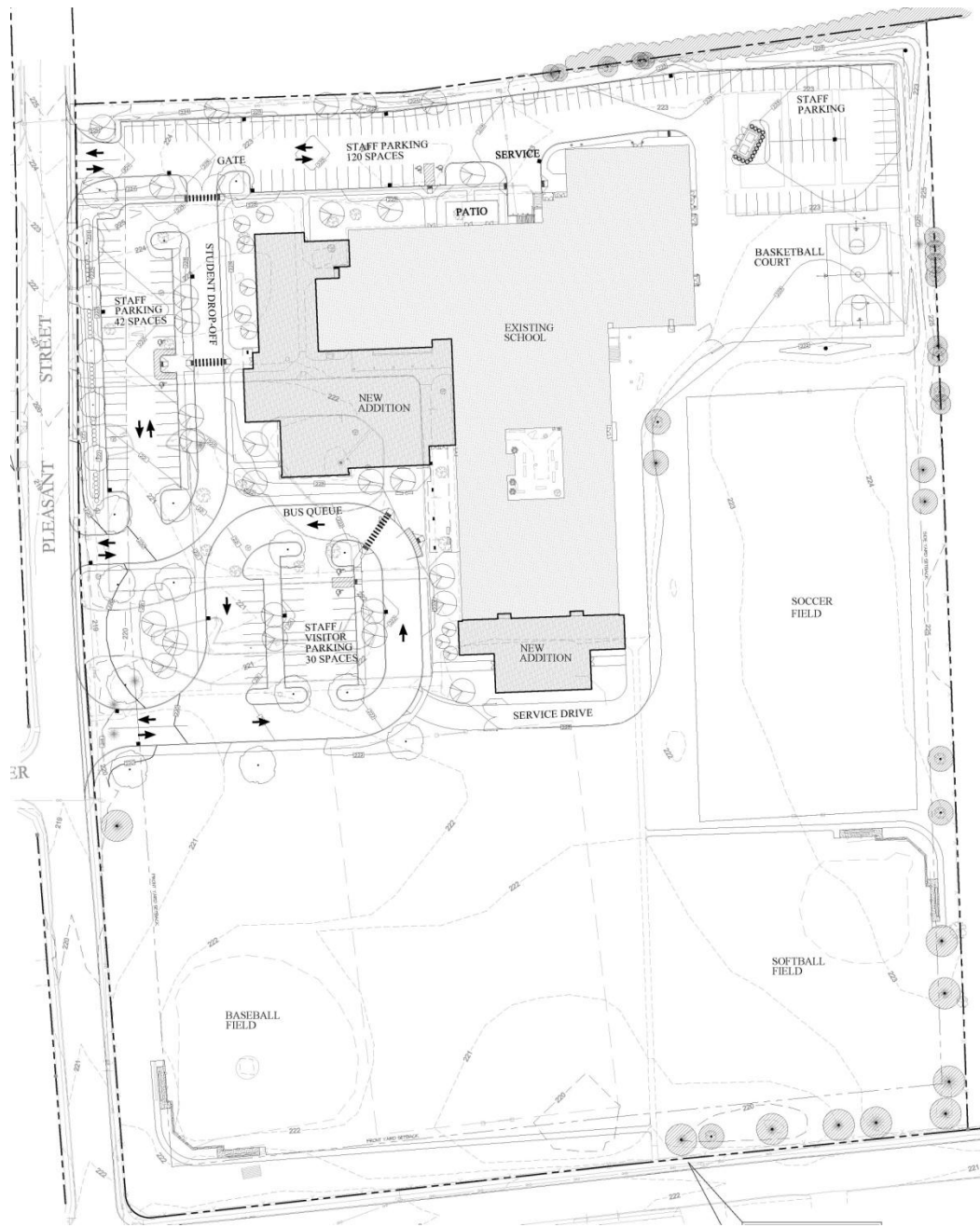


BENCHMARK
MINI-4020711-104K
ELEV. = 219.27
(UNVD 1988 DATUM)

BENCHMARK
DRILL HOLE IN CONC. SIDEWALK
ELEV. = 222.03
(UNVD 1988 DATUM)

Previous DePaolo site plan



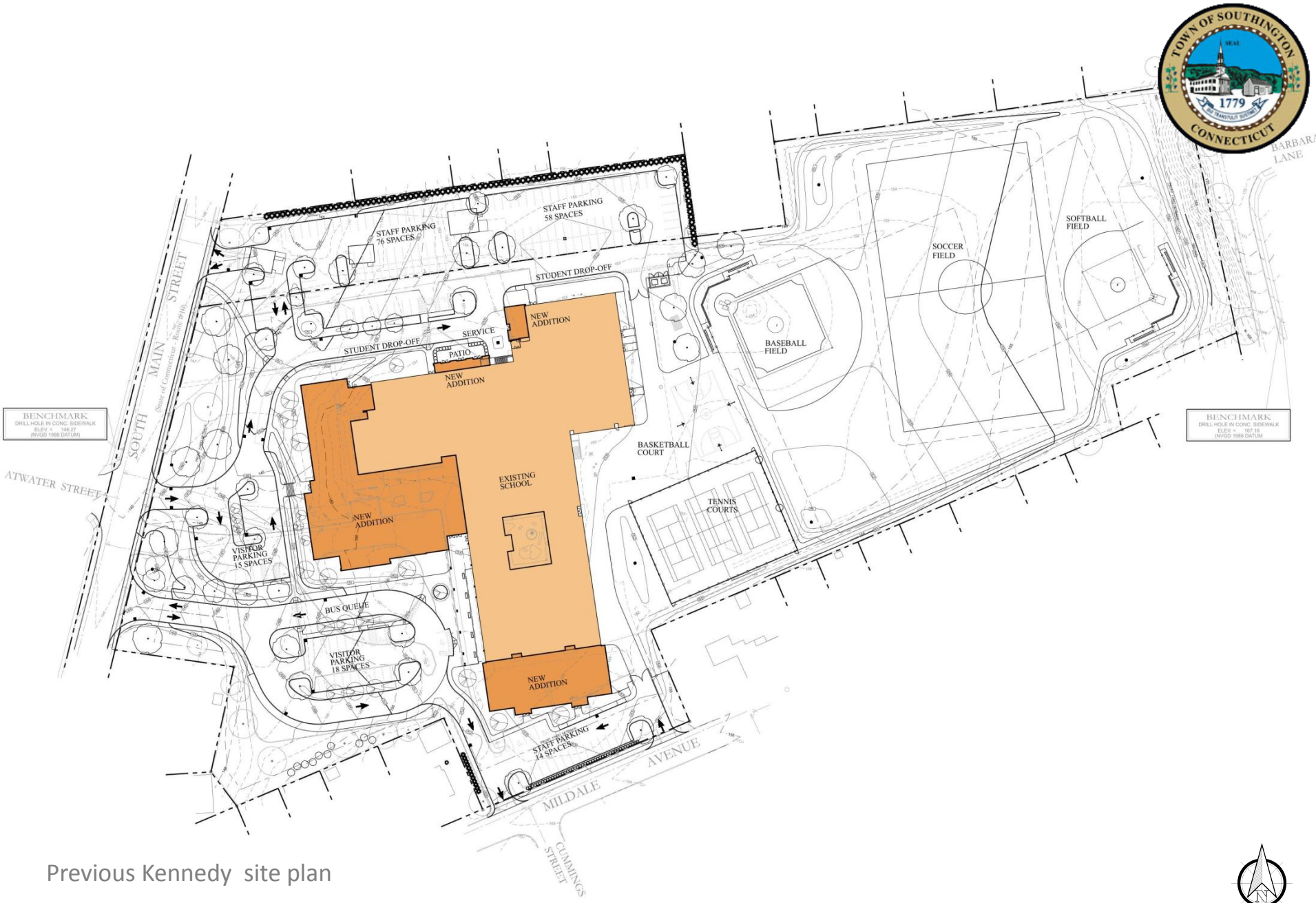


Revised DePaolo site plan



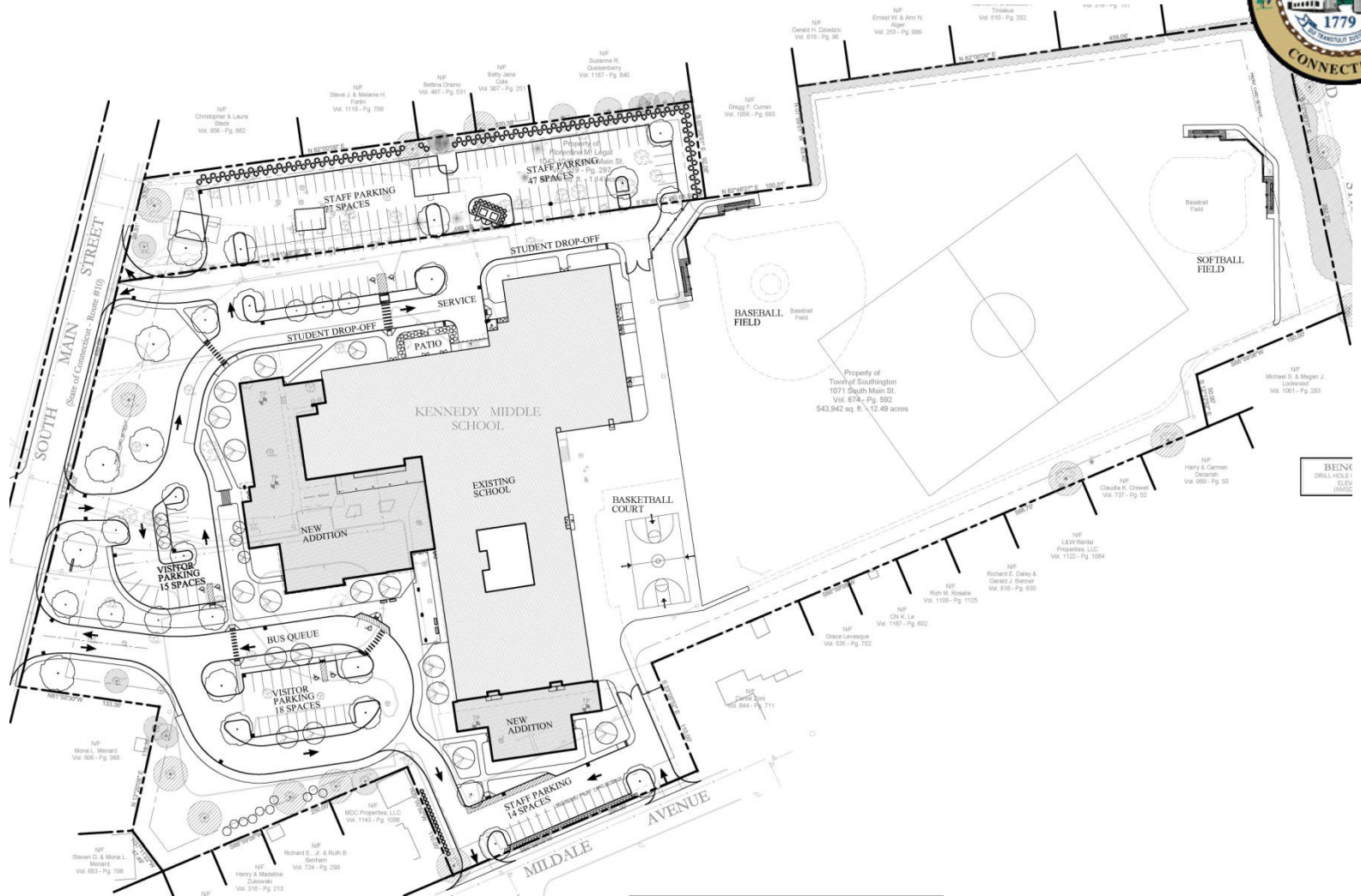


BARBARA LANE



Previous Kennedy site plan





BENCH
DRILL HOLE
ELECTRICAL
HYDRA

Revised Kennedy site plan





north

west

exterior perspective and elevations



PREVIOUS exterior perspective



PREVIOUS exterior perspective



exterior perspective and elevation

south

SOUTHINGTON BOARD OF EDUCATION

SOUTHINGTON, CONNECTICUT

REGULAR MEETING

DECEMBER 13, 2012

The regular meeting of the Southington Board of Education was held on Thursday, December 13, 2012 at 7:30 p.m. in the Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut.

1. HOLIDAY CELEBRATION ~ 7:15 P.M.

The Board of Education and audience were treated to a holiday festival of songs from the eighth grade chorus at J. F. Kennedy Middle School, accompanied by music teacher Vera Roberts on the piano keyboard. They sang The Snow Carol, Riu Riu Chiu, and White Christmas. Refreshments followed.

2. CALL TO ORDER

The meeting was called to order at 7:40 p.m. by Chairperson, Mr. Brian Goralski. Board members present were Mrs. Terri Carmody, Mrs. Colleen Clark, Mrs. Patricia Johnson (arrived at 8:22 p.m.), Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, and Mrs. Patricia Queen. Absent were Mr. David Derynoski and Mr. Zaya Oshana.

Present from the administration were Dr. Joseph Erardi, Jr., Superintendent of Schools; Mrs. Karen Smith, Assistant Superintendent; Mrs. Sherri DiNello, Director of Business and Finance; Mr. Frederick Cox, Director of Operations and Dr. Perri Murdica, Senior Special Education Coordinator.

Student Representatives present were Whitney DiMeo and Abigail Harris.

There were approximately 22 individuals in the audience.

PLEDGE OF ALLEGIANCE

The student representatives led the reciting of the Pledge of Allegiance.

3. APPROVAL OF MINUTES

MOTION: by Mrs. Notar-Francesco, seconded by Mrs. Carmody:

“Move to approve the minutes of the regular Board of Education meeting of November 15, 2012.”

Motion carried unanimously by voice vote.

4. COMMUNICATIONS

a. Communications from Audience

Charity Baker, Grade 1 teacher at Plantsville Elementary School: She supported Full-Day Kindergarten and spoke to the academic, social and emotional benefits of providing a full-day education program for Kindergarteners. She felt that a successful program could actually improve the current levels of student readiness and student interest.

Mary Potter, 184 Marion Avenue: She is a retired Southington teacher and had seven grandchildren in the Southington school system. She stated that she was neutral on the Full-Day Kindergarten program; however, her concern was the gift of time and how the teachers were going to use time with the students. She felt that the Full-Day Kindergarteners should be given no homework. She was concerned that the expanded school day would also turn into expanded curriculum. She wanted parents to make sure they know and understand all of their options because the state allows four-year-olds as late as December 30th into the Kindergarten Program and that they do not have to send their children.

Arthur Cyr, 103 Berlin Avenue: Mr. Cyr was concerned about cost of the All-Day Kindergarten Program. He reminded the Board that a couple of years ago the budget mantra was “level services” and he thought that the Board needed go back to level services instead of expanding services every year because he said that “the checkbook was empty.” He felt that everybody in town needed to know that this was a \$1 million expansion. He requested that the Board take a hard look because they can’t keep taking over parents responsibilities all the time. He felt that, if students need more socialization and more work, they need to get it at home. He was against the proposed All-Day Kindergarten program.

Paula Gorham, 49 Thunderbird Drive: She is the Extended-Day Kindergarten program teacher at South End Elementary School. She knows that the program that she teaches with her colleagues makes a difference for every single student that they work with. She has 30 students this year and was pleased to see the progress that they were making. She hoped that the Board continues to do the excellent job that they are doing in looking at all the information before them and for the Board to know that there is a chance that this could make a positive difference for every single incoming Kindergarten student.

Anthony Casale, Jr., 360 Stonegate Road: He is a member of the Southington Board of Finance and is a Board of Education employee in the Maintenance Department. He was not speaking on behalf of the Board of Finance, but on his own behalf. He was not opposed to anything that the Board of Education proposed for All-Day Kindergarten. However, he encouraged the Board to try to find a way to subsidize it without burdening the taxpayers. Regarding the middle schools, he commended the committee for their efforts and supported the re-referendum going forward. He wanted his comments on the record.

b. Communications from Board Members and Administration

Communication from the Board Members:

MOTION: by Mrs. Carmody, seconded by Mrs. Notar-Francesco:

“Move Agenda Item 8.a, ‘Approval of Out of State Overnight Field Trips,’ to Agenda Item 4.d and move Agenda Item 7.d, ‘2020 Vision: Long Term Planning Update,’ to Agenda Items 4.e.”

Motion carried unanimously by voice vote.

Mrs. Notar-Francesco reported that she attended the CABE Convention with Mrs. Queen and Mrs. Johnson on November 16. She shared that one of the sessions was with the State Board of Education and Commissioner Stefan Pryor, which she thought was disappointing because she felt the comments from many of the school superintendents in attendance regarding the Common Core State Standards, Teacher Evaluation program, etc., fell on deaf ears. She stated that Commissioner Pryor noted that there was a collaboration of work for the Common Core and he hoped that districts were not doing this by themselves. The State Board of Education would try to set-up the ability to help districts in any way that they can. They would also like to develop a statewide, nationwide mechanism for sharing curriculum and lessons. She noted that Commissioner Pryor was emphatic that the State Board of Education was there to help in any way, shape or form that Boards of Education needed.

Mrs. Notar-Francesco reported that she attended a session with Diane Ullman on Education, Evaluation and Support. She shared an article with the Board members from the CABE Journal, which identified many things that were discussed in that session, such as what effective practice looks like; providing feedback for improvement; providing opportunities for growth and development; allowing teachers to lead from the classroom and providing a system for meaningful recognition.

Mrs. Queen reported that she attended a session on teacher tenure, which was tied into evaluation and the history of teacher tenure around the nation. To achieve tenure under the new law, effective July 1, 2014, the superintendent must offer a teacher a contract for the following year on the basis of effective practice as documented in what would be the new Performance Evaluation System. The two major changes are that the superintendent has to offer tenure in a contract and the concept of effective practice is still yet to be determined. By January 15, 2013, each district must adopt the State Board of Education Evaluation Plan or create their own plan that complies with the principles of the state plan. This is called the SEED Plan, which is currently being piloted in 10 districts. The piloted districts noted the challenge of the difficulty in the number of evaluations that are expected in a school year. Mrs. Queen also attended a Sample Board of Education Workshop and noted that Mr. Goralski was doing a good job as chairman because he had the rules down. She learned that at the end of a budget cycle, if there are unspent funds, a Board of Education could put up to one percent (1%) of their budgeted funds into a separate account for use. She noted that this is not a practice of the Southington Board of Education. Mrs. DiNello pointed out that this was an agenda item of the Finance Committee and would be reported on later in tonight’s agenda.

Mrs. Queen shared information that she received from the National School Board Affiliate (NSBA) regarding Southington joining their organization. They do a lot of work in Washington, D.C. presenting their ideas to Congress.

Mr. Goralski announced that the Legislative Breakfast with the Connecticut delegation will be held on January 8, 2013 from 8:00-9:30 a.m. in the Municipal Center Assembly Room. He thanked the central office staff for their planning the move to the Municipal Center, and the

grand opening celebration held on December 2, 2012. Mr. Goralski announced that the Polar Plunge will be held on January 19, 2013 and expected Mrs. Queen to join him again. On behalf of the Board, he wished everyone a Merry Christmas, Happy Hanukkah, and Happy Kwanza.

Communication from Administration:

Dr. Erardi discussed the following (*Attachment #1*):

1. Time Study Committee SHS: Dr. Erardi reported that the net change from the Time Study Committee was marginal. He thanked Mrs. Carmody, Mrs. Queen, Dr. Semmel, Mrs. Crowley, Mr. Lasbury and Mr. Mirante who led the Time Study Committee that has been in place for almost one year doing due diligence regarding an external scan and internal conversations. The committee is not disbanding; however, the recommended change was to embed homeroom into an existing period, move forward in 2013-2014 and continue to explore.
2. Main Street Community Foundation / FRC: Dr. Erardi thanked the Main Street Community Foundation who opened up their checkbook to our Family Resource Center.
3. Southington Education Foundation: Dr. Erardi reported that the Southington Education Foundation Chair, Dawn Miceli, will present an annual report to the Board on January 10, 2013 regarding things that have taken place with the Foundation with our staff and students.
4. Veterans Committee Meeting: Dr. Erardi invited the Board to attend the Veterans Committee meeting on December 19, 2013 at 3:00 p.m.
5. Staff/Administration Regional/National Leadership: Dr. Erardi shared two national publications with the Board. One was from the DECA International group that featured Emily Socha and the other was the CREC 2011-2012 Report that highlights Jill Notar-Francesco as their incoming Chairperson.

c. Communications from Student Board Representatives

Miss DiMeo reported on the following:

- She recognized Corinne Horanzy who was honored as the Connecticut High School Coaches Association Player of the Year and committed to the University of Hartford next year for Division I.
- On Saturday, the Drama Club presented the play "Lonely Hearts," which was student directed.
- The Advisory Period, which is new this year, will be held next Thursday. The idea is to create a relationship with a teacher in the building from freshman year through senior year.
- The Student Handbooks are now online, which saves the district money, and students are able to access it from anywhere.

Miss Harris reported on the following:

- She added that the online Student Handbook was fantastic and she was one of the first people to access it because she likes to plan ahead.
- The Freshman Course Fair was held on December 10, 2012.
- The PSAT results will be coming up for the sophomore and junior classes. She stated that in a meeting with Dr. Semmel he noted that the preliminary results were looking really good.
- Winter sports have started and she thought the Blue Knights will do really well.

Mrs. Johnson arrived at 8:22 p.m.

d. Approval of Out of State Overnight Field Trips (formerly Agenda Item 8.a)

Mrs. Marisa Calvi-Rogers reported that there were two field trips that have been taken in previous years. The Wrestling Field Trip is a regional tournament in New Hampshire in January and involves schools from Connecticut, Massachusetts and New Hampshire. The DECA field trip is the international competition in April.

Mrs. Queen noted that the week before they leave is a vacation week and then the students will be leaving the following week. They recommend that the students communicate with their teachers before their leave. Mrs. Notar-Francesco questioned the 2,000 round-trip miles to California and thought the miles one-way were about 2,900 and noted that needed to be fixed. She also noted that they were flying, not taking a bus, which needed to be corrected on the form. Mr. Goralski added that, if a student should struggle financially, there was financial assistance available.

Ms. Kasia Kalinowski reported that the Robotics Team will be going to Virginia this year because RTI and WPI were already full when they went to book the trip. They will be going before their Hartford competition and then, hopefully, to St. Louis, Missouri if they win. They have the opportunity for a lot of businesses to sponsor the students. Mrs. Johnson noted on the application it stated one bus and questioned if that was correct. Ms. Kalinowski replied that they would be taking the bus to Virginia, but not to St. Louis.

MOTION: by Mrs. Carmody, seconded by Mrs. Notar-Francesco:

“Move to approve all the field trips for the SHS Wrestling Team, Robotics Team and DECA members, as presented.”

Motion carried unanimously by voice vote.

e. 2020 Vision: Long Term Planning – Update (formerly Agenda Item 7.d)

Mrs. Calvi-Rogers distributed a handout (*Attachment #2*). The three presenters (Marisa Calvi-Rogers, Kelly Nichols, Tina Riccio) are part of nine committee members including Board members Mrs. Lombardi and Mrs. Queen who have been working since the start of the school year. It is informational with the proposal coming before the Board in February or March.

Ms. Calvi-Rogers stated that change was inevitable and they were looking at what the right change for Southington students would be to prepare them for the future. The committee identified the stakeholders who they felt should be part of the process, which were Chambers

members, elected and appointed officials, parents, students and teachers. She discussed the sub-committee activities to date which included community forums, PowerPoint presentations, promotional brochure, attending PTO meetings, Brown Bag Lunch, and online surveys for parents and students. They will be presenting student forums starting January 8 at the high school and January 9 at Alta. Strong, Flanders and middle school student forums are also planned.

Ms. Nichols reported that two Forums were held in November. There were several common themes between the Community Forum with Civic groups and business owners and the Town Government Forum. The common themes to the question of what the single greatest skill and learning outcome that all graduates should have in the year 2020 were: communication, working collaboratively, critical thinking, ability to learn and figure something out independently. From the Community Forum it was brought up that students should be able to navigate through failures. For the question of what should the community funding priority be over the next 10 years, there was one commonality between the two groups which was technology infrastructure. The final question was, "What was the greatest change that must take place from present practice?" The Community Forum talked about possibly changing the school year, parent involvement / accountability and the learning culture.

Mrs. Riccio reported that at the end of the Forums they told participants that they would e-mail them a summary of the discussion and highlights. The homework assignments to the Community and Town Government Forums were to define their role moving forward, such as specific tasks to be done by their organization, timelines, people responsible and resources and materials needed. The responses from the government officials were that funding was key and also the reallocation of resources. The responses from the businesses and local colleges were partnerships and more opportunities for students in high school to earn college credits. She noted that at times the participants were almost evangelical in their passion for this topic.

Ms. Calvi-Rogers summarized that the committee has a lot of information to assimilate and analyze. They will have a series of meetings to start to frame out the work and get a feel for what this means for Southington.

Mr. Goralski thanked them for leading the public Forums and representing their colleagues and the Board of Education. Their work is shaping the future and something that the district could not do without them.

5. REPORT OF SUPERINTENDENT

a. Personnel Report

MOTION: by Mrs. Notar-Francesco, seconded by Mrs. Clark:

"Move to approve the Personnel Report, as submitted."

Motion carried unanimously by voice vote.

6. COMMITTEE REPORTS

a. Curriculum & Instruction Committee Meeting ~ November 15, 2012

Mrs. Carmody reported that Connecticut adopted a plan entitled, “Academic and Personal Success for Every Middle and High School Student.” She noted that the high school and middle schools gave a presentation to the committee on the Student Success Plans and the Advisor-Advisee program at both levels. This is where each student meets in small groups with a teacher and peers to develop relationships to promote academic and social success through their secondary years. She thought that it was wonderful that the Board recognizes that there is more to school than just academics. She asked Mrs. Calvi-Rogers, who serves on that committee, to give an update to the Board of Education in March or April on this program.

b. Policy & Personnel Committee Meeting ~ November 26, 2012

Mrs. Queen reported that the committee reviewed the faculty manager job description. She noted that the process of changing job descriptions begins with a review by the Personnel Manager after which the Policy and Personnel Committee receives recommendations from central office and then, after subsequent review, it goes to the full Board of Education. The committee also discussed stipend positions and she noted that, with the new Teacher Evaluation Plan that is coming, there would be some correlated changes in how the evaluation works for stipend positions. This would apply to faculty managers, coaches, club advisors, etc. A question that arose was if these positions were advertised annually for interested candidates to apply. The committee also reviewed the organizational chart.

Mrs. Queen reported that, at the last Board of Education meeting, the committee was asked to begin writing policy regarding the new turf field. The discussion produced a lot of questions and whether a Turf Advisory Committee was still in existence. Mr. Goralski replied that it was formally named by the Town Council and the Chairs of all the elected boards serve on it, along with two representatives from the high school, and Mr. Eric Swallow [Athletic Director] and Mr. David Lapreay [Director of Recreation]. He noted that the policies need to reflect its intent because it is a municipal field with shared use so that is where the policies need to be revised.

Mrs. Carmody asked who had control of the field. Mr. Goralski replied the Town of Southington, which the Board of Education is part of. Dr. Erardi noted that the present practice in place was that the school athletic events trumped any town event. Mr. Goralski pointed out that Mr. Swallow and Mr. Lapreay put together an online scheduling program and that the school has first use. Eventually, people will apply for rental of the fields and it will always clear through Mr. Swallow and Mr. Lapreay before it is scheduled. Mrs. Queen noted that www.southingtonsports.org offers information about town-wide sports, as well as a link for the turf field, other fields and different gymnasiums for rental.

Mrs. Lombardi asked how the turf field differs from the Parks and Recreation fields. Mrs. DiNello replied that the true parks in town are under the control of the Parks and Recreation Department. The fields within the schools are public property and get public use outside of the school day; however, the high school field is used year-round by our athletes and has not been available for public use unless they went through the Athletic Director and applied for a Use of Facility form. Now, we will be working directly with the Parks and Recreation Department in the use of the turf field so that, beyond the high school use, it will also be available for community use. Mrs. Lombardi pointed out that there would be two governance groups working

together to manage the community fields. Mr. Goralski stated that this is why the policy needed to be improved to address the current intent of the turf field.

Mrs. Johnson suggested that when the school board has a policy meeting regarding this that they invite Mr. DeFeo to attend as a guest so they will not be reinventing the wheel and they would have their questions answered. Mr. Goralski asked that it would be coordinated also with Mr. Lapreay and Mr. Swallow as well.

c. Finance Committee Meeting ~ November 27, 2012

a. Transfer of Funds

MOTION: by Mrs. Notar-Francesco, seconded by Mrs. Carmody:

“Move to approve the Transfer of Funds, as submitted.”

Move carried unanimously by voice vote.

b. Athletic Training Contract Extension

MOTION: by Mrs. Notar-Francesco, seconded by Mrs. Clark:

“Move to approve a three-year contract extension with a 3% increase per year with Select Physical Therapy.”

Mrs. Notar-Francesco reported that the Finance Committee could not come to consensus on moving forward with the recommendation. Mrs. Carmody asked why there was not a consensus on this. Mrs. Notar-Francesco replied that one member believed that it should not be increased at all and another member believed that the increase should be less than three percent (3%). Mrs. Notar-Francesco felt that this was a very modest increase per year, which was reasonable and fair. In 2010-2011, the Board paid Select Physical Therapy zero dollars for their contract and in 2011-2012 and 2012-2013 they were paid \$14,900 for each year. There has been consistency in the athletic trainers, both parents and staff speak highly of them and express great confidence in their services. She supported a three percent increase for each year going forward. Mrs. Clark and Mrs. Queen agreed with Mrs. Notar-Francesco in terms of the excellent service that Select Physical Therapy provides. Mrs. Queen asked for clarification on the financial piece going back to 2008-2009 when Select Physical Therapy was paid \$30,000. Mrs. DiNello replied that in 2010-2011 the service went out to bid and Select Physical Therapy wanted to maintain their account in Southington so, when they bid on a three-year contract, they reduced their fee to zero dollars in year one and \$14,900 in the past two years. She acknowledged that administration recommended the contract extension at the three percent increase.

Mrs. Johnson asked if anyone heard from Mr. Derynoski for his position on this. Mr. Goralski replied that he asked him for his thoughts, but he did not respond with a formal comment; however, Mr. Goralski believed Mr. Derynoski had concerns about the ability to go out to bid.

ROLL CALL VOTE: YES – Mrs. Lombardi, Mrs. Notar-Francesco, Mrs. Queen, Mrs. Carmody, Mrs. Clark, Mrs. Johnson, Mr. Goralski. **Move carried unanimously.**

c. Copiers – Network Imaging Proposal

MOTION: by Mrs. Notar-Francesco, seconded by Mrs. Carmody:

“Move to waive the bidding process and enter into a five-year lease with Network Imaging to upgrade copiers.”

Mrs. Notar-Francesco reported that the school system is currently in year four of a five-year lease of Kyocera copiers. There were concerns about the number of service calls for the current copiers and the increase in copy counts within the schools. This new five-year lease would continue at the same price per month and the service agreement would remain at the same cost per month and would include all parts, labor, and supplies with the exception of paper. For the same cost, the plan includes upgrading copiers with Sharp brand high performance copiers and to continue utilizing some existing copiers with low copy count, and, therefore, overall increasing the total numbers of copiers within the district.

Mrs. Carmody asked if Network Imaging guaranteed that the new Sharp copiers were going to be able to handle the amount of usage better than in the past. Mrs. Notar-Francesco replied that they were high performance workhorse copiers than what we have. Mrs. DiNello replied that Mr. Goodwin worked very hard with Todd Fitzsimons from Network Imaging along with attending meetings and teacher forums and surveying teachers and principals in every school building to make sure that the replacement copiers will meet the demands of the school district.

Mrs. Lombardi noted that, as part of the implementation, Network Imaging was providing additional training on how to transfer data through technology and not through a piece of paper. Mr. Goralski understood that these copiers would be web connected so teachers would be able to print from classrooms and USB ports.

Mrs. Johnson thought that Southington was moving toward a paperless school system. She was somewhat distressed that it was not being more embraced with teachers. Dr. Erardi replied that administration was looking at the way they are taking the stand -alone printer offline. It is slowly taking place. He was somewhat distressed in the amount of money the school system is still spending on ink cartridges. They have been talking paperless environment for four years and the School Board had tried to lead that by demonstration; yet, the paper and the volume and expense is extraordinary. He noted that the administrative team was not pleased. Mrs. Carmody thought that it would be wonderful to have a paperless world; but, they need to recognize that in a classroom there are many things that they need to have in their hands on paper. She thought that it was virtually impossible to be completely paperless. Mrs. Lombardi thought that with BYOT (Bring Your Own Technology) into the classroom, she hoped there would be less paper. Mrs. Johnson did not feel that the students were as dependent on paper as the older generation.

Move carried unanimously by voice vote.

d. Proposed Capital Plan 2013-2014 / 2017-2018

Mrs. Notar-Francesco reported that the committee endorsed the proposed Five-Year Capital Plan and the 2013-2014 projects and priorities and recommends endorsement from the full Board. She asked Mr. Cox to share the importance of the Energy Management System

upgrade needed at Southington High School along with the exterior masonry repointing at Derynoski School.

Mr. Cox reported that the highest priority was the replacement of the existing Energy Management System. It is an Andover DOS System installed 25 years ago. Replacement parts cannot be bought out of catalogs and they have to search for rebuilt or used boards to do the repairs. The parts are very difficult to find and the systems go down for days. For the repointing at Derynoski Elementary School, the masonry work dates back to the 1950s and 1960s. It is important to keep moisture out of the building and keep the structure functional. He noted that the third highest priority was the bleacher painting.

MOTION: by Mrs. Notar-Francesco, second by Mrs. Lombardi:

“Move to approve the proposed Five-Year Capital Plan, as submitted.”

Mrs. Clark asked if the dollars were updated on an annual basis because some of these projects were requested a few years ago. Mr. Cox replied that they were. Mr. Goralski explained that the Five-Year Capital Plan would be shared with the town after Board action and that they were in the second year of a joint Capital list with the town. Mrs. DiNello noted that all the items in 2013-2014 were priorities; however, the items that Mr. Cox spoke to are the administration's most pressing items and she thought Dr. Erardi would be sharing that with Mr. Brumback in conversations for the overall prioritization with the town plan.

Motion carried unanimously by voice vote.

Mrs. Notar-Francesco reported that the committee discussed the standard bid language. They recently added language to the snow bid that the Board of Education reserved the right to request information from bidders around legal claims, Workers' Compensation, history, and other claims for personal and property damage. She stated that administration was asking for direction on how they should handle this information and what influence that information would have on the bid award. She stated that the Finance Committee recommended that the Policy and Personnel Committee look at the bid language and assist the Finance Committee in giving some direction to administration.

Mr. Goralski explained that Mr. Oshana, who was absent, asked him to speak to this on his behalf because he serves on both committees. Mr. Oshana looked forward to speak to it as it moves forward to the Policy and Personnel Committee. Mrs. Notar-Francesco explained that the Finance Committee is requesting that the Policy and Personnel Committee review the language and give some direction to administration on how to move forward; i.e., how many Workers' Compensation claims are significant. Administration needs some guidelines. Mr. Goralski stated that if the Policy and Personnel Committee struggles with that, then they were to bring it back to the Board for discussion to move forward. Mrs. Notar-Francesco suggested that the Policy and Personnel Committee should perhaps invite legal counsel to provide an opinion on this matter.

Mrs. Notar-Francesco stated that Mrs. Queen raised a question regarding the unexpended Education Funds Account. Mrs. DiNello explained that there was a Connecticut General Statute 10-248a regarding unexpended education fund accounts, which means that the Board of Finance could have the authority to make appropriations for the school district by depositing into a non-

lapsing account any unexpended funds from the prior fiscal year for the budget appropriation, not to exceed one percent. If the Board of Education was interested in asking the town to establish such an account, we could ask for a Charter or statute change to establish an account that unexpended monies from the Board of Education Budget annually could be deposited into this non-lapsing account to be used for future needs. There are six districts that requested their towns to move in this direction. She noted that this could potentially be a dangerous practice because the perception could be that the Board of Education did not need the amount of money that was budgeted. She pointed out that administration did not recommend to the Finance Committee to request that the town establish such an account at this time.

7. OLD BUSINESS

a. Town Government Communications

Mr. Goralski reported that the Board of Finance meeting to discuss the Board of Education budget has been tentatively scheduled for February 13, 2013 at their regular meeting. On January 14 at 5:00 p.m. at DePaolo Middle School, there will be a special meeting where the Board of Education and the Public Building Committee have to approve the final documents for the middle schools that will go before the state.

Mrs. Notar-Francesco reported that the Self Insurance Committee met on Wednesday and discussed the estimate for next year's funding level. The committee looked at many data components that included past and present claims, the potential impact of National Healthcare Reform, trends, impact of wellness initiatives, Anthem's and Ovation's recommendations. Factoring all of these together, the committee approved a \$22.4 million budget for 2013-2014, which represents an overall increase of 9.19%. The committee decided not to use the fund's reserves to offset the impact of this increase. The reserves currently stand at \$2.9 million, which equals one and one-half months' worth of claims. The committee thought that there was a possibility they may be tapping into the reserves for the end of this year, and did not want to jeopardize the size of the fund reserve. The Town Council will approve this within the Town's and the Board of Education's budget process in May. Mrs. DiNello explained that Southington has been fortunate over the past two years and had minimal increases when the Self Insurance Fund has been setting the rate based on the Board of Education's trend. It has been very good in comparison to state and national trends over the past two years. She noted that last spring's claims were much higher than anticipated.

b. Construction Update

Mr. Cox reported that he has been receiving information from the state on very old change orders and they are getting closer to closing out the elementary projects. Mr. Goralski thought that it would be good to get some money from the state for the Open Choice students because South End and Plantsville Schools are where a significant number of Choice children attend. Dr. Erardi stated that it was requested by administration about one week ago.

c. All-Day Kindergarten Proposal – Update

Mrs. Smith shared with the Board what a more detailed schedule would look like of a Full-Day Kindergarten program that had a morning special and one that had an afternoon special, and what currently a Half-Day Kindergarten program looked like and the major differences

between them. The Board agreed to have Mrs. Smith put this information on her blog for the community to see what is proposed. In January, Mrs. Smith will teach a Kindergarten class in two half-day sessions to get a first-hand experience of the Kindergarten classroom. Mrs. Queen questioned the lunch, recess component. Mrs. Lombardi questioned the thinking behind the Writers' Workshop at the end of the day prior to dismissal because the students would be tired. Mrs. Smith replied that it was a broad definition, but the assumption is that the children would not just be sitting and expected to do work that a first grader is expected to do.

Mrs. Notar-Francesco questioned if the facilities would be able to accommodate adding a classroom because of class size growth along with the Full-Day Kindergarten classroom. She understood that it could be done in all of the buildings except in Hatton and Thalberg Schools and they would probably end up putting art-on-a-cart or music-on-a-cart if there was one additional classroom that was needed. Mrs. Smith stated that was correct from the information gathered at this time. Mrs. Notar-Francesco stated that she believed that putting either on a cart would diminish those programs. Mrs. Notar-Francesco asked if the space constraints were looked at in relation to the opportunity to bring back some of the special education students who are currently outplaced. Dr. Erardi replied it would depend on how many of the schools would have vacant classrooms for a district program. Mrs. Notar-Francesco questioned if the Board would keep Grade 6 at the elementary level as opposed to moving them so the middle schools would be able to have construction go on with less students in the building. Dr. Erardi responded that if the Board supported the All-Day Kindergarten proposal that would be something that the Board would take off the table and commit to a renovate-to-new with all three grade levels present at the middle school. Mrs. Notar-Francesco noted that Mr. Casale raised the question about some other subsidy for funding this program and asked if other models were looked at that have done exactly that, such as tuition. Mr. Goralski replied that it would no longer be public education. Mrs. Notar-Francesco pointed out that Kindergarten is not mandated. She noted that this program had some significant financial impact. Mrs. Smith replied that it was addressed in the committee and that the committee made the recommendation not to go that route for the pay.

Mrs. Lombardi asked if they were going to discuss the information that Mrs. Smith gave the Board in terms of Extended-Day Kindergarten numbers. She asked if this would be available to the public. Mrs. Smith replied that she was asked to provide confidential data relative to students who were being carefully watched as far as achievement last year in Extended Kindergarten and are now in first grade. She would like to have a discussion with the Board before she does that because just looking at numbers alone does not tell the story. The Extended Kindergarten program, which is in existence this year, is an intervention level program whereas administration is proposing a Full-Day Kindergarten program for all children who are eligible to enter Kindergarten next year. Mr. Goralski would like to discuss it as a Board before that becomes a public entity. Mrs. Smith added that the Extended Kindergarten program was not a controlled study for the purpose of gathering data from an experimental pilot group; it was simply a program for a different purpose because we had some resources with Open Choice and there was clearly a need developmentally, emotionally and behaviorally. Mrs. Lombardi thought if they shared some generalities it would support what the teachers are saying about the Extended Day Kindergarten because she thought it was a good experience.

d. 2020 Vision: Long Term Planning – Update *(moved to Agenda Item 4.e)*

8. NEW BUSINESS

- a. **Approval of Out of State Overnight Field Trips** (*moved to Agenda Item 4.d*)
- b. **2012-2013 End of the Year Make-up Days**

Dr. Erardi explained that administration continues to endorse the only break that will take place in the second semester, the April break. At the time, the Executive Board of the Southington Education Association (SEA) was advocating for the Board of Education to commit to the first four weather days. The last day of school was scheduled for June 10 and is presently scheduled for Thursday, June 13. He stated that administration strongly encourages and endorses support of the Executive Board of the SEA on this proposal.

MOTION: by Mrs. Carmody, seconded by Mrs. Lombardi:

“Move to accept the administration’s support of the SEA proposal concerning April vacation.”

AMENDED MOTION: by Mrs. Carmody, seconded by Mrs. Lombardi:

“Move to keep the April vacation as planned; however, if the winter weather should become severe and we do not have enough days in June, we would have to look at the April vacation.”

Mr. Goralski explained that the concern was that state statute does not allow school after July 1st.

Mrs. Johnson noted that this was the first year in many years that there will not be a February vacation. She asked if there would be an assessment at the end of the school year as to how this worked out. Dr. Erardi replied that he would survey through the PTOs, Parent Council and the staff.

ROLL CALL VOTE: YES – Mrs. Clark, Mrs. Johnson, Mrs. Lombardi, Mrs. Notar-Francesco, Mrs. Queen, Mrs. Carmody, Mr. Goralski. **Motion carried unanimously.**

- c. **2013-2014 School Calendar Review ~ First Reading**

Dr. Erardi noted that the only point of information that administration would like to share at this time is that Veteran’s Day is on Monday, November 11, which is proposed to the Board as a day off from school. Mr. Goralski told the Board members that, if they had questions, comments or input regarding the calendar to contact the administration prior to the next Board meeting.

Mrs. Queen pointed out that there was a typo in January and that January 21 appeared twice and it should be Monday, January 20.

- d. **Update Long Range Planning ~ Technology**

Dr. Erardi reported that Mrs. Karen Veilleux [Director of Technology] was ill this evening. He stated that the Phase I study has been completed and will be brought to the Board through the budget process. Phase I consists of two parts for the Board to consider. In January,

Part I is a staffing request that will be taking place district-wide and the second part is to bring all the buildings up to speed with Wi-Fi for the start of the next school year.

e. Update from Newfield Construction and Fletcher Thompson ~ Middle Schools

Ms. Angela Cahill from Fletcher Thompson and Mr. Tom DiMauro from Newfield Construction gave a combined report and gave an update on the financials of the project, a brief value-engineering summary, and an update on the hazardous material survey and projected cost and timeline for the construction of the additions and renovate-to-new middle school projects. Ms. Cahill gave a PowerPoint presentation (*Attachment #3*).

Ms. Cahill reported that three weeks ago Fletcher Thompson was released to complete the construction documents for the state review process and the footprints of the schools were finalized. Mr. DiMauro reported that the initial design and development estimate came in at \$99.6 million and through a significant value management process they were able to deduct \$9.9 million out of the project to a total project cost with value management to \$89.7 million. The referendum was passed for \$85 million, resulting in the amount of \$4.7 million in over funding. He spoke to the value-engineering process and the 60 items that were considered.

Ms. Cahill explained that the process was a very collaborative effort with the Building Committee, administrators from both schools, State Facilities Department, Fletcher Thompson and Newfield Construction. She noted that besides the 60 items there were several minor items not on the list that were material types, minor architectural features such as skylights, etc. She presented some renderings that showed the design impact. The attached PowerPoint presentation indicates the site and architectural reductions and eliminations that Ms. Cahill explained.

Mr. DiMauro explained the hazardous materials abatement costs including the best case scenario and the worst case scenario. The best case scenario plan was pending approval from the Federal Environmental Protection Agency with regard to leaving the vapor barrier in the exterior walls. He pointed out that the vapor barrier was adhered to the inside of the block which was between the block and the brick and that it was impossible to remove it without taking the wall out. It is completely encapsulated. As of December 1, the actual plan to leave it in place has been submitted. He noted that the abatement of the PCBs was driving the cost up, are at significant high levels and they have leached into the block walls. The total hazmat abatement costs included in the estimate of the best case scenario is \$8.5 million. In the worst case scenario, the total hazmat abatement cost is \$15.2 million. When Newfield received word of where the PCBs were and what the work was to remediate them, they told the Building Committee that it would turn into a three-year project because they would need three summers to perform that abatement. They were able to cutback the project to the original two-year schedule, but there were some caveats to that.

Ms. Cahill showed some renderings that illustrated some of the value engineering items and showed the Board where they are with the current plans.

Mr. Goralski pointed out that he sent the Board the presentation that Mr. Christopher Palmieri had presented to the Town Council, which unanimously approved the \$4.7 million referendum so that process has begun and the Board of Finance has made some inquiries to prepare for their meeting to discuss this. He noted that Planning and Zoning has been involved

with all the changes and approved the site plan development. Mr. Goralski pointed out that during the process he voted to keep some of the value engineering cuts; however, he supported the action of the Building Committee. Mr. Goralski noted that Mr. Pepe, Mr. Palmieri and the Kennedy Middle School administration have done an excellent job and noted there was no educational impact of the reductions.

Mrs. Carmody noted that the Building Committee has done an excellent job in keeping the Board informed; however, she was disappointed and failed to understand how she was sold a rendering of a building that now is missing so many of those parts. She asked how the estimate of the cost could be so off. She asked for an explanation of what happened. Ms. Cahill replied that there were a variety of different factors. She explained the estimating process and stated that the Board was given renderings during the study phase and it is not typical to perform detailed site surveys and hazardous material surveys and testing because those costs are quite high. The assumptions made during the study phase were on limited information. Post referendum, during the design, there are three different phase components (schematic design, design development and construction documents). At each of those three phases, they run estimates, which is typical of the process. When the schematic design package was delivered to the estimators, it did not include any site design because of the accelerated schedule. The estimators had to guess on what the site costs would be. When they delivered the design development package, they were not nearly completed with the civil engineering design because of the delay in the start. Therefore, assumptions were made in the civil engineering drawings because they wanted to make sure that they captured everything possible into those drawings that would need to go into the storm drainage design. They put in quite a lot of storm retention after meeting with town staff as to what the standards would need to be. Very soon after they delivered the design development drawings and the estimate was coming out, they were fortunate to be able to realize that they could pare back that storm drainage system. Some of this was the factor of the project moving very fast and to gather data as they moved forward. Ms. Cahill explained that, when they were working with the committee and started to get some of the testing results back, they offered (because of the accelerated schedule and as a preemptive action) that there really was not time in the schedule to go through a significant value management process, and the committee knew that. They had a timetable with the design development estimate due at a certain time and that they needed to move forward straight into construction documents. When they saw that red flag come up, they offered to the committee to start doing value engineering right away, coinciding with that estimate and, ultimately, saving three or four weeks of time of that work. She noted that there was a very collaborative effort with the committee members and educators when they normally would not even touch that until they saw the design development estimate. They did that proactively. She noted that to achieve \$10 million of savings in a value management effort was great. Mrs. Carmody agreed that the committee has done a superb job; however, it was the initial estimate that was so off that really bothered her.

Mrs. Johnson noted that this was a fairly new law regarding PCBs in window caulking; however, she thought a professional firm would have anticipated the cost involved in that law. This was not the only school system in the state of Connecticut with buildings that were constructed in the 1960s. She asked how Meriden was able to put in contingency amounts for remediation and Southington did not. Ms. Cahill replied that her first experience with PCBs was in 2009-2010 in the Bolton school district. At that time, she was told to watch out, the PCB thing was new and was going to hit like a ton of bricks. They had a typical hazmat removal budget in that project and, when they went to the EPA with the plan, the EPA did not have any guidelines for remediation and Fletcher Thompson had to submit something in the hope that the

EPA accepted it as a plan because they had no framework, no examples and no precedent. She noted that Bolton had to deal with testing during construction because the testing was not required in 2010 prior to going for approvals. Bolton had to pay for their PCB remediation costs out of change orders because people were not doing testing at that time. The second experience that Fletcher Thompson had recently with PCBs was in Meriden, which is a project Ms. Cahill was personally working on. She noted Meriden had the same amount percentage-wise of square foot costs for remediation as they did when they started Southington. As soon as the initial test results rolled around in Meriden they started to increase the costs because they started to see the PCB costs come back. In Meriden, in the phases of schematic design, design development, construction costs and construction documents, they would get updated estimates from the Environmental Engineers. In Meriden, the building was the same age, 260,000 square feet, and they had no PCBs over 50 parts per million. They do not have to go to the EPA. In the case of Southington, they did the same thing as soon as they got the testing results back; they upped the budget for the hazmat removal using the costs calculated by the Environmental Engineers. Fletcher Thompson has to rely on the Environmental Engineers' estimates.

Mrs. Johnson asked if there was any way to anticipate that this rule was coming along. Ms. Cahill replied that they could not because the EPA does not have set standards and there are only two years of precedent to refer to. She pointed out that she felt very confident in the Southington's Environmental Engineer consultants' work.

Mrs. Queen thought that the Board felt disconcerted because, at the point when they were presented the rendering and the study, there was never a discussion that the hazardous material abatement numbers could potentially go up. When the discussion about the accelerated schedule came up, it was all about how this would save the Board money in the long run and there was never discussion about the potential negative consequences to accelerating the schedule. She thought the lesson to be learned is that at the front end, when a study is being done, there needs to be more of a range of what could happen. She stated that the Board took those numbers much more verbatim than what they ended up being, and went out into the community and sold a project that ended up changing dramatically. She appreciated the work of the Building Committee. She noted that when Ms. Cahill said that it was our administrators' idea to eliminate certain things, she was sure if the administrators' had the option, they would not have eliminated them.

Mrs. Queen and Mr. Goralski asked that the PowerPoint presentation be given to Mrs. Blanchard to send electronically to the Board members.

Mrs. Lombardi stated that the community was very appreciative and proud of the work the Building Committee has done. She felt that they have been the problem-solvers and have come up with the alternatives. She wished that she could say that the community felt the same way about the two organizations the Board has been working with. As project managers, as professional consultants to our town and professionals in communicating with clients, she thought that Fletcher Thompson and Newfield Construction have failed. She stated the Board hopes that a recovery process takes place immediately regarding that. The Board cannot afford the continuous miscommunication and last minute communication. She stated the Board hired them for their professional expertise and noted that they have done a great job in the past. She stated that the Board hopes to recover from this and move forward, but they cannot wait to the last minute. She has heard from so many people that they are going to go to the referendum, but

they question if it really is \$4.7 million. She asked Ms. Cahill and Mr. DiMauro how they evaluate their own performance in this project.

Ms. Cahill replied that they will not know what the actual cost of the project is not even at bid day. They will not know until close-out because they do not get the bids until bid day and they don't get the final reimbursement percentage until the project is closed out. The estimating process is very detailed and that is why they have the different estimates along the way. There is an estimate in the study phase, an estimate in schematic design, an estimate in design development and the final estimate in construction documents, and then you manage the budget all along during construction. This estimate should be more accurate than what the Board had previously because it is being worked off of more detailed information. However, it is not the final estimate that they are going to have. Ms. Cahill explained that they were asked by the Building Committee and by town administration to deliver a number at this point in time so that it could be brought before the town for consideration. They have been asked dozens of times if it was the best number and the best they could deliver and the answer was yes, it was. Mr. DiMauro added that from the information that they currently have, this is a good number.

Mrs. Lombardi asked, at this point in this project, what percentage they are looking at that they could either go above or below. Mr. DiMauro replied that they cannot go above it. Ms. Cahill stated that part of the float that they use is the estimate contingency and the escalation factor. Mrs. Lombardi shared that the community was not confident of the \$4.7 million, given the history of the project. Mr. DiMauro stated that they felt they had identified all the hazardous materials; from what they know right now, this is a good number, and they know a lot more now than they did in the beginning.

Mr. Goralski pointed out that right now the Building Committee is at a point where they are communicating very well with Fletcher Thompson and Newfield Construction and that he was confident with the \$4.7 million referendum. He felt that the big elephant in the room was the EPA. If the EPA says that wall has to come down, then this whole thing is going to stop and everything will have to be reassessed.

Mrs. Johnson asked what the timeline was for the EPA rendering their decision and the proposed referendum for March 19. Mr. Goralski replied that the public referendum, as proposed by Attorney Sciota, will be in March and the six-month window that the EPA typically has, will be before we need to go out to bid in April. All the behind the scenes work to make this happen is in place; however, the EPA answer could be after the referendum.

Mr. DiMauro noted that they asked the EPA months before they submitted the plan about leaving the vapor barrier in place. Encapsulation is not something they normally approve; however, they said that they would look at it. They went ahead and submitted the plan as if they were going to leave the vapor barrier in place. Mrs. Johnson asked if the vapor barrier was part of the new EPA regulations that took place two years ago. Mr. DiMauro replied that the regulations have been in place for years and they only started enforcing it a few years ago.

Mrs. Clark thought what was confusing was the fact that they have two buildings built at the same time. One building is loaded with PCBs and one building has none because they used two different brands of caulk in each building; you have no way of knowing which brand you have until the testing is done. Ms. Cahill noted that the town's consultant came up with two separate plans, one for each building, because the test results were different.

Mrs. Lombardi acknowledged Dr. Erardi and the central office staff for also being very proactive pursuing additional dollars through the Choice Program that is bringing savings over \$2 million.

9. EXECUTIVE SESSION FOR STUDENT DISCIPLINE AND SAFETY DISCUSSION

MOTION: by Mrs. Carmody, seconded by Mrs. Clark:

“Move that the Board go into Executive Session, excluding the public and the press, for the purpose of discussing Student Discipline and Safety, and upon conclusion reconvene to public session.”

Motion carried unanimously by voice vote.

The meeting adjourned at 10:42 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Linda C. Blaylock".

Recording Secretary
Southington Board of Education

**SOUTHINGTON BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

EXECUTIVE SESSION
DECEMBER 13, 2012

Mr. Brian Goralski, Board Chairperson, called the Executive Session to order at 10:52 p.m.

Board Members Present: Mrs. Terri Carmody, Mrs. Colleen Clark, Mrs. Patricia Johnson, Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mrs. Patricia Queen, and Mr. Brian Goralski.

Board Members Absent: Mr. David Derynoski and Mr. Zaya Oshana

Administration Present: Dr. Joseph V. Erardi, Jr., Superintendent of Schools, and Mrs. Karen Smith, Assistant Superintendent.

MOTION: by Mrs. Carmody, seconded by Mrs. Clark:

“Move that the Board go into Executive Session, excluding the public and the press, for the purpose of discussing Student Discipline and Safety, and upon conclusion reconvene to public session.”

Motion carried unanimously by voice vote.

MOTION: by Mrs. Carmody, seconded by Mrs. Clark:

“Move to reconvene into public session.”

Motion carried unanimously by voice vote.

The Board went into Public Session at 11:00 p.m.

MOTION: by Mrs. Lombardi, seconded by Mrs. Carmody:

“Move to add Student Expulsion 2012-2013-03 to the agenda.”

Motion carried unanimously by voice vote.

MOTION: by Mrs. Lombardi, seconded by Mrs. Carmody:

“Move to expel student 2012-2013-03 as stipulated by the Superintendent of Schools.”

Motion carried unanimously by voice vote.

MOTION: by Mrs. Carmody, seconded by Mrs. Clark:

“Move to adjourn.”

Motion carried unanimously by voice vote.

The Board adjourned at 11:01 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jill Notar-Francesco". The signature is written in a cursive, flowing style.

Jill Notar-Francesco, Secretary
Southington Board of Education

Administration: Board of Education Update January 10, 2013

1. SPS – Certification Compliance 2012-2013 (Attachment #1)

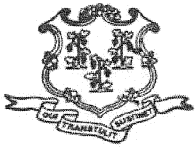
2. Annual Retreat

3. School Safety (Attachment #2)

- **December 16 and 19 Forum**
- **January 7, 2013 CT Security Symposium**
- **January 9 Regional Police / Superintendents' Meeting**
- **January 9 Parent Forum**
- **January 9 Community Update – All Call**
- **January 29 Community Forum: DES / 7PM**

- **Three Phase Approach**

Joseph V. Egan
2/10/13



STATE OF CONNECTICUT
STATE DEPARTMENT OF EDUCATION



January 2, 2013

Dr. Joseph V. Erardi, Superintendent
Southington Public Schools (131)
200 North Main Street
Southington, CT 06489

Dear Dr. Erardi:

I am writing in regards to the 2012-2013 school year Educator Certification Compliance Report.

We have received your compliance report. Based on the corrections noted, I am pleased to inform you that your school district is in full compliance with Connecticut General Statutes, Sec. 10-145 (a) (*p. 176, Connecticut Education Laws as of January 1, 2009*):

No teacher, supervisor, administrator, special service staff member or school superintendent shall be employed in any of the schools of any local or regional board of education unless such person possesses an appropriate state certificate, nor shall any such person be entitled to any salary unless such person can produce such certificate dated previous to or the first day of employment...

If you have any questions regarding the Educator Certification Compliance Report, please contact Helen Jabs, Education Consultant at (860) 713-6770 or email helen.jabs@ct.gov.

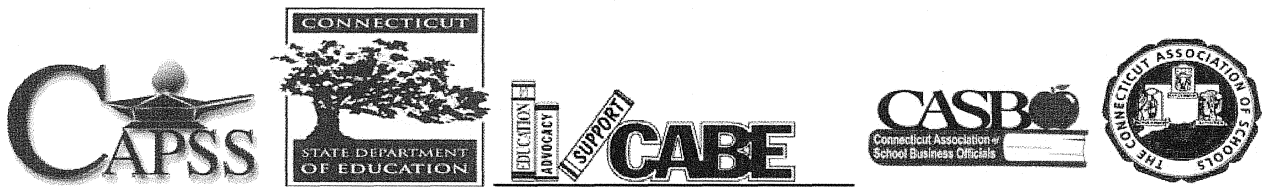
Thank you for your continued cooperation with providing high quality teachers for all children in the state.

Sincerely,

A handwritten signature in black ink that reads "Nancy L. Pugliese".

Nancy L. Pugliese, J.D. Chief
Bureau of Educator Standards and Certification

NLP:hj



CONNECTICUT SCHOOL SECURITY SYMPOSIUM

January 7, 2013

- 7:45 – 8:30 a.m. Registration and Continental Breakfast**
- 8:30 – 9:00 a.m. Welcoming Remarks**
- Joseph Cirsuolo, Executive Director,
Connecticut Association of Public School Superintendents
 - Stefan Pryor, Commissioner of Education,
Connecticut State Department of Education
 - Joseph Cirsuolo introduces Deb Delisle, Assistant Secretary,
Office of Elementary and Secondary Education, U.S. Department of Education
 - Deb introduces video of Arne Duncan, Secretary, U.S. Department of Education
 - Deb Delisle
 - David Esquith, Director, Office of Safe and Healthy Students,
U.S. Department of Education: Introductions of Speakers
- 9:00 – 10:00 a.m. Phase I: Prevention-Mitigation:**
Jon Akers, Executive Director, Kentucky Safe School Center
- 10:00 – 10:15 a.m. BREAK**
- 10:15 – 11:45 a.m. Phase II: Preparedness**
Sue Graves, Safety Coordinator, Lincoln County School District, Oregon
- Phase III: Response**
Major Ian Moffett, Miami Police Department/Miami Police Training Center
- 11:45 – 12:30 p.m. Phase IV: Recovery**
Marleen Wong, Assistant Dean and Clinical Professor, University of Southern California
- 12:30 – 1:15 p.m. LUNCH**
- 1:15 – 2:15 p.m. Building Design Strategies for Securing School Buildings:**
Robert Ducibella, Founding Principal, DVS Security Consulting and Engineering and
Gregory J. Smolley, AIA, AICP, LEED AP, Principal/Director, JCJ Architecture
- 2:15 – 3:15 p.m. Legal and Policy Implications for Boards of Education:**
Shamus O'Meara, Esq., O'Meara, Leer, Wagner, & Kohl
- 3:15 – 3:30 p.m. Survey – Issues for Further Consideration**

Good Evening,

This is Dr. Erardi, Superintendent of Schools, with a message to all parents and staff regarding an update pertaining to school safety. Over the past three weeks, parents, staff, safety officials, and town government have worked in partnership to review every aspect of school safety.

Our approach is in three-phases: What can we do immediately? What can be researched and completed by the close of the year? What long-term plans need to be implemented?

On Thursday evening, January 10, this detailed and extensive plan will be shared with the Board of Education in executive session. Because of the nature of the topic, finite details will remain confidential; however, I plan to share a safety community update within the regular session of our meeting.

I can assure all parents and staff that the school board holds safety at its absolute highest priority and that every safety upgrade brought forward will be long-term and meaningful.

A safety forum will be held for all parents, staff, and community members on **Tuesday, January 29th, at 7:00 p.m.** in the Derynoski Elementary School auditorium. The agenda for the forum will be to update all those in attendance on the measures that have been taken pertaining to enhanced school security.

I would encourage any parent or staff member in need of additional information to call my office at 860-628-3202 or my home phone at 860-417-3679.

Thank you.

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____

Board Meeting Date January 10, 2013

Decision Requested X

Agenda Code 8.a

AGENDA REPORTING FORM

Agenda Topic: Personnel Report

Summary of Issue: This Personnel Report includes appointments, resignations, retirements, and transfers for certified and classified personnel for 2012 – 2013.

Background: The attached report lists personnel activity from December 1, 2012 through December 31, 2012.

Alternative Strategies: _____

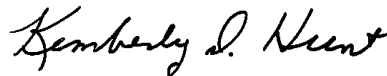
Cost (if applicable): N/A

Funding Source: Board of Education

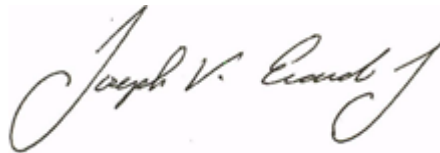
Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Recommend that the Personnel Report be approved as submitted.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Titles of Attachments:

1. Personnel Report

PERSONNEL ACTIVITY REPORT

FOR: January 2013

APPOINTMENTS

Certified

Name	Position	School	FTE If Less Than 1.0	Effective Date	Highest Degree	University / School	Salary
No certified appointments in month of December							

Classified

Name	Position	School	Hours Per Week	Effective Date	Salary / Hourly Rate
Norton, Marie	Sp Ed Paraprofessional, Self-Contained Class Room	Hatton	19.50	To be determined	\$13.60
St. Amand, Nicole	Hall Monitor	Derynoski	19.25	To be determined	\$10.20
Angliss, Laura	Reading Tutor	JAD	30.00	To be determined	\$12.91
Pienkowski, Kimberly	Special Education Paraprofessional	JAD	15.75	To be determined	\$13.60
Holbrook, Lydia	Special Education Paraprofessional	JAD	31.25	December 17, 2012	\$13.60
Sirois, SheriLynn	Special Education Paraprofessional	Derynoski	15.75	December 18, 2012	\$13.60
Giasullo, Joseph	Special Education Paraprofessional	JFK	31.25	January 2, 2013	\$13.60
Lippincott, Ann	Special Education Paraprofessional	JAD	31.25	January 2, 2013	\$13.60
Lubrico, Cindy	Sp Ed Paraprofessional, Self-Contained Class Room	Hatton	19.50	January 2, 2013	\$13.60
Pollicita, Gina	Reading Tutor	JFK	30.0	January 7, 2013	\$12.91

RESIGNATIONS

Certified

Name	Position	School	Effective Date	Years of Service	Retire
Leahy, Doreen	Physical Education Teacher	SHS	January 1, 2013	37 years	Yes
Konfala, Maureen	Language Arts Teacher	JAD	July 1, 2013	18 years	Yes
Andres, Karen	Speech / Language Pathologist	Hatton	July 1, 2013	16 years	Yes
Smith, Lynne	World Language Teacher	JFK	July 1, 2013	35 years	Yes
Lemay, Madonna	Art Teacher	KES,PES,SES,TES	July 1, 2013	37 years	Yes
Truncali, Richard	Computer Teacher	JAD	July 1, 2013	39 years	Yes
Pedrolini, Aurora	Business Teacher	SHS	July 1, 2013	35 years	Yes
Lord, Carmen	English Teacher	SHS	July 1, 2013	33 years	Yes
Royko, Rudolph	Science Teacher	SHS	July 1, 2013	35 years	Yes
Sullivan, Janice	Family and Consumer Science Teacher	SHS	July 1, 2013	30 years	Yes
Russo, James	Elementary Teacher	Kelley	July 1, 2013	35 years	Yes
Doerfler, Gail	Social Studies Teacher	SHS	July 1, 2013	28 years	Yes

Classified

Name	Position	School	Effective Date	Years of Service	Retire
Nocera, Michon	Part-Time Special Ed Paraprofessional	Thalberg	December 6, 2012	1 year	No
LaPorte, Gina	Full-Time Special Ed Paraprofessional	JAD	December 11, 2012	13 years	No
Holbrook, Lydia	Part-Time Special Ed Paraprofessional	JAD	December 15, 2012	4 months	No
Potter, Christine	Part-Time Special Ed Paraprofessional	JAD	December 22, 2012	3 years	No
Wesley, Jenna	Part-Time Special Ed Paraprofessional	Flanders	December 22, 2012	3 months	No
Giasullo, Joseph	Part-Time Special Ed Paraprofessional	JFK	January 1, 2013	3 months	No
Lippincott, Anne	Part-Time Special Ed Paraprofessional	JAD	January 1, 2013	1 year	No
LaPointe, Maureen	Part-Time Special Ed Paraprofessional	South End	January 1, 2013	1 month	No
Formeister, John	Head Custodian	JAD	January 5, 2013	23 years	Yes
Pollicita, Gina	Part-Time Special Ed Paraprofessional	JFK	January 5, 2013	1 month	No
Hinckley, Charlotte	Full-Time Special Ed Paraprofessional	South End	July 1, 2013	29 years	Yes

TRANSFERS

Certified

Name	From Position	From School	To Position	To School	Effective Date
No certified transfers in the month of December					

Classified

Name	From Position	From School	To Position	To School	Effective Date
Olsen, Lisa	Secretary, Class II	Math/Science Coord. & Sp Ed	Secretary, Class II	ALTA	January 7, 2013

UNPAID LEAVES OF ABSENCE

Name	Position	School	Start Date	End Date	Reason
No unpaid leaves of absence in month of December					

COACHING / STIPENDS

Appointments

Name	To Position	School	Effective Date	Stipend
Hinman, Thomas	Honor Society Advisor	JFK	December 10, 2012	\$864.00

Resignations

Name	From Position	School	Effective Date
Smedley, Robert	Head Coach, Girls Soccer	JFK	December 6, 2012
Pedrolini, Aurora	Department Head, Business	SHS	July 1, 2013
Smith, Lynne	Curriculum Specialist, World Language	JFK	July 1, 2013



SOUTHINGTON PUBLIC SCHOOLS

Southington, Connecticut Policy and Personnel Committee Meeting December 17, 2012

The meeting was called to order by Mrs. Colleen Clark at 5:35 p.m.

Committee Members Present: Mrs. Colleen Clark, Mrs. Patricia Johnson, Mrs. Patricia Queen

Committee Members Absent: Mr. Zaya Oshana

Administration Present: Mrs. Karen Smith, Assistant Superintendent of Schools

Faculty Manager Job Description ~ Follow-up

The Faculty Manager Job description is on hold until the Board of Education has an opportunity to discuss the proposed budget for athletics for 2013-2014.

Organizational Chart ~ Continued Review

The committee made minor changes to the Southington Public School System's Organization Chart. It will be reviewed at the next meeting.

Turf Policy ~ Follow-up

At the previous meeting, several questions regarding the new turf field at Southington High School were raised. Responses are included below:

1. The Turf Advisory Committee is meeting once per month. Board Chairman, Mr. Goralski, is a member of this committee and Mr. DeFeo is continuing as chairperson. The Policy Committee needs to work with the Turf Advisory Committee to establish the responsibilities of each group relative to establishing a fee schedule for field maintenance. Personnel and Policy will not develop any new policies until roles are defined.
2. No tents will be allowed on the turf but there is space available on the surrounding fields.
3. Information from other towns with artificial turf includes:
 - Cheshire – additional fee for all adult tickets to home events (\$1.00). Separate account for field maintenance and to replace it. Fee structure for all outside groups has been developed.
 - Meriden/Falcon Field – Friends of Falcon Field is a volunteer organization that manages the facility. There is a charge for all outside groups. Funds collected go toward field maintenance and management.
 - West Hartford – No policy in place. Parks and Recreation responsible for all oversight.
 - Simsbury – No policy in place. Outside groups are charged with funds allocated to a Board of Education fund.
 - Glastonbury – Turf field is run by Parks and Recreation. All maintenance and replacement costs go directly through town generated funds.
4. The committee had a question regarding the role of Booster Clubs and paying for wear and tear of the fields. Mrs. Smith will report back to the committee following some research.

JOSEPH V. ERARDI, JR., Ed.D.
SUPERINTENDENT OF SCHOOLS

KAREN L. SMITH
ASSISTANT SUPERINTENDENT
FOR INSTRUCTION AND LEARNING

BOARD OF EDUCATION

BRIAN S. GORALSKI
BOARD CHAIRPERSON

TERRI C. CARMODY
VICE CHAIRPERSON

JILL NOTAR-FRANCESCO
SECRETARY

COLLEEN W. CLARK

DAVID J. DERYNOSKI

PATRICIA P. JOHNSON

TERRY G. LOMBARDI

ZAYA G. OSHANA

PATRICIA A. QUEEN

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SOUTHINGTON, CT
06489

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(860) 628-3202

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(860) 628-3205

Continued Review of the 2000 Series

The committee continued with the review of the 2000 Series. Recommendations were made for the below policies and suggestions were made for the below regulations.

- Policy #2231 and Regulation #2231(1) and #2231 (2) ~ Policy and Regulation Systems
- Regulation #2250 ~ Procedures for Monitoring the Progress of the Schools in Achieving Stated Goals ~ The language of this regulation will be changed to meet the new State of Connecticut assessments that will go into effect during the 2014-15 school year.

Begin Review of 3000 Series

The committee reviewed and made suggestions to Regulation # 3541(2) – Procedures for Responding to Bus Accidents. It was recommended to change: *parents/guardians will be notified by phone to parent/guardian contact will be made.* This recommendation allows for a variety of communication methods to be used in contacting parents/guardians in cases of serious bus accidents.

The next meeting of the Personnel and Policy Committee is scheduled for Wednesday, January 16, 2013 at 5:30 p.m.

Motion

By Mrs. Johnson, seconded by Mrs. Queen

“Move that the Policy and Personnel Committee be adjourned.”

Motion carried by voice vote.

The meeting was adjourned at 7:30 p.m.

Respectfully,



Karen L. Smith



SOUTHINGTON PUBLIC SCHOOLS

Southington, Connecticut Curriculum and Instruction Committee Meeting December 19, 2012

Committee chairperson, Mrs. Terri Carmody, called the Curriculum and Instruction Committee meeting to order at 10:03 a.m.

Members Present: Mrs. Terri Carmody, Mrs. Patricia Johnson, Mrs. Jill Notar-Francesco, Mrs. Patricia Queen

Present from the Administration: Mrs. Karen Smith, Assistant Superintendent of Schools; Mrs. Betty Lutz, Principal, Kelley Elementary School; Faculty Present: Josie Ragala (KES), Tina Riccio (SHS), Bethany Rosin (JAD), and James Russo (KES)

Elementary World Language Program

Tina Riccio and Bethany Rosin represented the Grades 7-12 World Language Department and shared a presentation entitled, "Foreign Language for Every Student." Included in their presentation was information surrounding a 10-week program that was held at Kelley Elementary School during the 2011-2012 school year. The program integrated science and Spanish and was offered to Grade 3 students. There was no cost to the Board of Education associated with this program, as it was implemented by volunteers under the coordination of Tina Riccio.

The presentation included information about other countries (Singapore, China, South Korea, Chinese Taipei, and Finland) that have compulsory bilingual education programs beginning in Grade 3. The committee would like to revisit the topic of developing a work language program within the elementary schools in conjunction with the results from the Vision 2020 study committee. The Curriculum and Instruction Committee will continue this discussion including 'next steps' in the spring.

K-5 Health Curriculum

Mrs. Lutz, Ms. Ragala, and Mr. Russo presented the revised Health Curriculum for Grades K-5. They explained how health topics are integrated not only within the science curriculum, but at various opportunities throughout the day (language arts, guidance lessons, STEPS, DARE, etc.). The health curriculum is written in the Understanding by Design (UbD) format and is topic-specific for each grade level. Suggested activities and performance assessments are provided within the curriculum for all teachers. The curriculum will be presented to the full Board in the spring of 2013. Once approved, K-5 teachers will receive copies of the newly revised curriculum and it will be implemented at the start of the 2013-2014 school year.

The next Curriculum and Instruction Committee meeting is scheduled for Tuesday, January 15, 2013 at 10:00 a.m.

Motion:

By Mrs. Queen, seconded by Mrs. Notar-Francesco

"Move that the Curriculum and Instruction Committee meeting be adjourned."

Motion carried unanimously by voice vote.

The meeting was adjourned at 11:35 a.m.

Respectfully Submitted,

Karen L. Smith
Assistant Superintendent for Instruction and Learning

JOSEPH V. ERARDI, JR., Ed.D.
SUPERINTENDENT OF SCHOOLS

KAREN L. SMITH
ASSISTANT SUPERINTENDENT
FOR INSTRUCTION AND LEARNING

BOARD OF EDUCATION

BRIAN S. GORALSKI
BOARD CHAIRPERSON

TERRI C. CARMODY
VICE CHAIRPERSON

JILL NOTAR-FRANCESCO
SECRETARY

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DAVID J. DERYNOSKI

PATRICIA P. JOHNSON

TERRY G. LOMBARDI

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FAX
(860) 628-3205

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date January 10, 2013

Decision Requested _____ Agenda Code 10 a.

AGENDA REPORTING FORM

Agenda Topic: Town Government Communications

Summary of Issue: Communications (when applicable) will be discussed.

Background: N/A

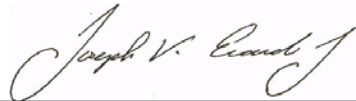
Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: N/A



Signature of Superintendent of Schools

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ X _____

Board Meeting Date January 10, 2013

Decision Requested _____

Agenda Code 10 b.

AGENDA REPORTING FORM

Agenda Topic: Construction Update

Summary of Issue: Phase II Construction and Renovation/Expansion of buildings are listed below with their current status.

Phase II Construction Projects: _____

South End Elementary School - New Construction: _____

Plantsville Elementary School – Renovation/Expansion: _____

The building committee will meet in the near future to approve the final costs presented by the Construction Manager following completion of Change Order reviews by the School Facility Unit. The School Facility Unit has indicated reviews will be addressed starting in December.

Kennedy & DePaolo Middle School - Renovation/Expansion: The Planning and Zoning Commission approved site plans for both projects at their January 2, 2013 meeting.

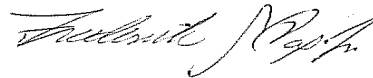
Background: At the September 14, 2000 Board of Education meeting, Chairman, David Derynoski, requested a permanent agenda report for school construction projects.

Cost (if applicable): \$15,825,000 – Plantsville \$16,860,000 – South End \$85,000,000 Middle Schools

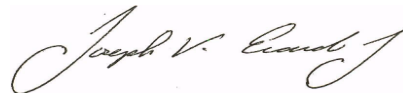
Funding Source: State & Local

Beginning Date of Program/Project: Varied **Ending Date of Program or Project:** Varied

Recommendation or Comment: _____



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date January 10, 2013

Decision Requested x Agenda Code 10 d.

AGENDA REPORTING FORM

Agenda Topic: 2013-2014 School Calendar Review ~ Second Reading

Summary of Issue: The attached school calendar is provided to the Board for their comments and recommendations.

Background: The calendar was discussed at the December 13, 2012 board meeting.

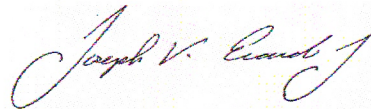
Alternative Strategies: 1) Modify dates

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: August 29, 2013

Ending Date of Program or Project: June 2014

Recommendation or Comment: The administration is prepared to discuss and encourages the Board of Education to take action on the recommendations for the 2013-2014 school calendar.



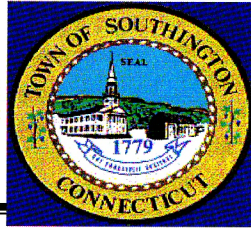
Signature of Superintendent of Schools

Title of Attachments

1. Proposed 2013-2014 School Calendar
2. Recommendations from SEA

Southington Public Schools

2013



2014

FIRST DAY OF SCHOOL: AUG. 29

SCHOOL ENDS: JUNE 10

PROPOSED SCHOOL CALENDAR

- AUG 26** Convocation/Work Day
- AUG 27** Professional Development Day
- AUG 28** Professional Development Day
- AUG 29** **FIRST DAY OF SCHOOL ~ FULL DAY**
- SEPT 2** Labor Day
- OCT 14** Columbus Day
- NOV 5** Election Day/Prof. Dev. Day
- NOV 11** Veterans Day
- NOV 28-29** Thanksgiving Recess
- DEC 23 - JAN 1** Holiday Recess (Includes Christmas and New Year's Day)
- JAN 20** Martin Luther King Day
- FEB 17** Presidents' Day
- FEB 18** Professional Development Day
- APR 14-18** Spring Recess (Includes Good Friday)
- MAY 26** Memorial Day
- JUNE 10** **Projected Last Day**

= Holiday/School Recess - No School for Students and Staff

PD = Professional Development – No School for Students

< > = Early Dismissal for Students

M	T	W	TH	F
AUGUST 2013 2 DAYS				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
WD	PD	PD	FD	30

M	T	W	TH	F
SEPTEMBER 2013 20 DAYS				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

M	T	W	TH	F
OCTOBER 2013 22 DAYS				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

M	T	W	TH	F
NOVEMBER 2013 17 DAYS				
				1
4	PD	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	<27>	28	29

M	T	W	TH	F
DECEMBER 2013 15 DAYS				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

M	T	W	TH	F
JANUARY 2014 21 DAYS				
	1	2	3	
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

M	T	W	TH	F
18 DAYS FEBRUARY 2014				
	3	4	5	6
10	11	12	13	14
17	PD	19	20	21
24	25	26	27	28

M	T	W	TH	F
21 DAYS MARCH 2014				
	3	4	5	6
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

M	T	W	TH	F
17 DAYS APRIL 2014				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

M	T	W	TH	F
21 DAYS MAY 2014				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

M	T	W	TH	F
7 DAYS JUNE 2014				
2	3	4	5	6
9	<10>	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

***SCHOOL ENDS JUNE 10**

*If weather or other emergencies require the closing of school, the lost days will be made up.

Dr. Erardi:

The following is a summary of SEA member responses to the proposed 2013-2014 school calendar.

- Over 90% of respondents asked for reinstating a week-long February vacation break.
- Many are concerned over the length of time between New Year's and April vacation without a break.
 - Without a February vacation break, staff members request additional vacation days be added in February and/or March.
 - Most staff members would like a guaranteed April vacation.
 - Without a February vacation break, staff members would like to plan vacations in advance.
- Staff members request additional winter vacation days for the following reasons:
 - Parents will continue to go on vacation anyways, their children missing school anyways.
 - February vacation break allows many staff and students to recover from winter illnesses.
 - School buildings will be healthier in winter if given a week of relief in February.
 - It is safer for staff members and others to drive home during longer daylight hours in June.
 - March brings state standardized testing, so giving students and staff a break before those begin is a plus.
 - Many students need down time (especially those with special needs) - it may be too long of a stretch between January and April. for some of them to sustain.
- Members appreciate that the Board of Education listens to their input before finalizing the school calendar. Many were grateful for the later start this past August, revised by the BOE after teachers were surveyed. Teachers are also pleased with the recent decision to secure April vacation.

Respectfully submitted,

Daniel Hart, Vice-President
Southington Education Association

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____

Board Meeting Date January 10, 2013

Decision Requested x

Agenda Code 11 a.

AGENDA REPORTING FORM

Agenda Topic: 2013-2014 Teacher Evaluation

Summary of Issue: Legislation requires local districts to endorse their Teacher Evaluation System on or before January 15, 2013.

Background: The Southington Public Schools developed a model evaluation system which in many ways mirrors the current legislation. In partnership with the SEA, a formal presentation on the 2013-2014 system will be presented to the Board of Education in March 2013. In the interim, administration is requesting that the school board takes action on moving to: "Endorse a modified version of SEED (CT System for Educator Evaluation and Development)."

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

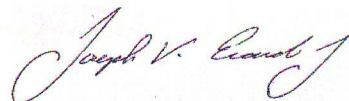
Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Recommend that the School Board takes action to: "Endorse a modified version of SEED (CT System for Educator Evaluation and Development)."

Title of Attachment

1. Memorandum from the State of Connecticut



Signature of Superintendent of Schools



STATE OF CONNECTICUT
STATE DEPARTMENT OF EDUCATION



TO: Superintendents

FROM: Sarah Barzee, Ph.D. *SB*
Education Division Director
Talent Office

DATE: December 21, 2012

SUBJECT: Educator Evaluation & Support Update

Dear Colleagues:

We are pleased to send greetings through our first statewide Connecticut State Department of Education (CSDE) Talent Office newsletter. This newsletter is intended as a vehicle to inform educators and stakeholders across the state about the key Talent Office initiatives, many of which are a focus of the Governor's Education Reform. The Talent Office was developed as part of Commissioner Pryor's restructuring of the CSDE, which also includes the Academic Office, Turnaround Office, and Performance Office, among others. On behalf of the Commissioner and Chief Talent Officer, Diane Ullman, I am pleased to share this inaugural newsletter with you.

The Talent Office

First, let me introduce the newly-created Talent Office within the CSDE. The mission of the Talent Office is to prepare, attract, recruit, select, support and retain highly-qualified teachers and leaders who will raise the overall quality of student learning and achievement across the state and reduce the achievement gap. This new department consists of staff and programs that span the full continuum from educator preparation through professional practice. This includes approval of preparation programs, certification, recruitment, induction of new teachers, educator evaluation and support, leadership and coaching programs, as well as other initiatives to recognize and elevate the teaching profession.

Connecticut's System for Educator Evaluation and Development (SEED)

This month's newsletter provides a high-level overview of Connecticut's educator evaluation and support system. As many of you know, the [*Connecticut Guidelines for Educator Evaluation \(Core Requirements\)*](#) were adopted by the State Board of Education on June 27, 2012. Developed by the Performance Evaluation Advisory Council (PEAC), the Core Requirements will inform the development and implementation of educator evaluation and support systems statewide. Connecticut's System for Educator Evaluation and Development, known as SEED, is the state model evaluation system that is completely aligned to the Core Requirements and is being piloted in 10 districts/consortia of districts throughout the state during the 2012-13 school year.

The *Spotlight on Educator Evaluation and Support* section below will provide you with information that will guide your planning for successful implementation of educator evaluation and support in the 2013-14 school year. I would also encourage you to visit our website, www.connecticutseed.org, for the most up-to-date tools and resources. The staff within the CSDE Talent Office is committed to ensuring that the right support structures are in place throughout the pilot year and beyond to all school districts across the state. As such, we will keep you informed about new developments and information as the year progresses.

Supporting

Empowering

Encouraging

Developing

Spotlight on Educator Evaluation and Support

The development and implementation of a new educator evaluation and support system is groundbreaking work for the state of Connecticut. **Public Act 12-116, *An Act Concerning Education Reform***, outlines an annual performance evaluation system for all certified educators in Connecticut below the level of Superintendent. This system provides the opportunity to enhance the effectiveness of each and every educator in the state through improved, standards-based evaluation, support and professional learning informed by the evaluation process.

The pilot of Connecticut's System for Educator Evaluation and Development (SEED) is now well underway, and we are working closely with 10 pilot districts/consortia of districts (Bethany, Branford, Bridgeport, CREC, Columbia/Eastford/Franklin/Sterling, Litchfield/Region 6, Norwalk, Waterford, Windham, and Windsor) to ensure that, together, we learn about all aspects of implementation in order to inform changes to the system as appropriate. The goal-setting phase, which has just been completed in the pilot districts, provides the opportunity for the educator and evaluator to discuss school and district priorities, Student Learning Objectives (SLOs), and Indicators of Academic Growth and Development (IAGDs), as well as focused practice and performance goals and stakeholder goals.

The Center for Education Policy and Analysis in the Neag School of Education at UCONN is conducting an implementation study during the pilot year in order to inform adjustments/improvements to the SEED model and Core Requirements. The first phase of feedback from the Neag School is due soon and will focus on the goal-setting process.

For Superintendents in non-pilot districts, you may have attended a regional informational session at a RESC or at CAS, or a customized information session in your district provided by a member of the CSDE team. For your reference, a copy of the PowerPoint presentation used during these information sessions is attached. In the event you were not able to attend or if you would like a presentation for your Board of Education or other local constituencies, please contact us to make arrangements.

Preparing for Implementation in 2013-14

Below, please find a summary of key next steps that should be considered as you work with your board, as well as the staff in your district, to plan for implementation of Connecticut's educator evaluation and support system in your district during the 2013-14 academic year.

District Process for Selecting an Evaluation System

Districts must notify the CSDE as to whether they will select the state model, SEED, for teacher and administrator evaluation, a modified version of SEED, or a district-designed alternative. All plans that vary from SEED must align to the *Connecticut Guidelines for Educator Evaluation* (Core Requirements).

There are **two key deadlines** for the evaluation approval process:

January 15, 2013:

We ask that you indicate to the CSDE on or before January 15, 2013, which evaluation system you intend to implement—the Connecticut state model (SEED), a modified version of SEED, or a district-designed alternative. This step only requires that the superintendent complete and submit an Evaluation System Selection Form (attached) in order to provide notification to the CSDE as to which direction you plan to take. This information will help the CSDE plan for the review process in the spring and to guide our continued consultation with your district.

April 15, 2013:

Districts must submit their final educator and evaluation support plans by Monday, April 15, 2013. However, the CSDE will gladly accept and review district plans on a rolling basis. The sooner a proposal is submitted, the sooner a district can receive feedback and adjust their model as necessary.

What You Can Do Now to Prepare for the New Evaluation and Support System?

Here are five things you can do now to prepare for implementation of Connecticut's Educator Evaluation and Support System:

- Read the [Connecticut Guidelines for Educator Evaluation \(Core Requirements\)](#) and review the [SEED Handbook for Teacher and Administrator Evaluation](#). (An updated Word version of the SEED Handbook* is attached.)
- Determine what standards-based observation model you will use for the Observation of Teacher Performance and Practice (40%) category of the teacher evaluation plan, ensuring alignment with the Connecticut Common Core of Teaching (CCT). Engage your leadership team in observing classroom instruction as a professional learning experience, using teaching standards (CCT or other standards) to develop proficiency and calibrate the observational skills of your evaluators.
- Determine whether you will adopt the SEED model, develop a modified version of SEED, or design a district-proposed model. Complete the [Evaluation System Selection Form](#) (see above).
- Review and apply the rubrics—[Teacher Evaluation Plan Rubric](#) and [Administrator Evaluation Plan Rubric](#) (both attached)—to determine whether your proposed district evaluation system aligns to the Core Requirements.

* Please note that due to formatting updates, the pagination of the SEED Handbook has been adjusted.

- Review the SEED website at www.connecticutseed.org. We will continue to post the most up-to-date documents and information related to educator evaluation and support and SEED.

Other Evaluation and Support Topics

Budgeting for Educator Evaluation and Support

The CSDE plans to release a Request for Proposals (RFP) in January 2013 to solicit vendors in order to support districts with evaluation-related tasks such as data management and proficiency/calibration training for evaluators. You may want to consider awaiting the completion of this process before making a final decision about specific vendors as there may be quality enhancements and/or cost savings associated with the selection of a vendor. In the meantime, the CSDE is providing [budget guidelines](#) based on the implementation of SEED in the pilot districts during 2012-13 pilot year (see attached). Estimated costs are based on the vendors who provided services to the pilot districts. Districts are not required to use these specific vendors as there are many options to consider when determining which vendors to choose. As budgets are being developed, you may need to contact service providers directly to request specific details about costs associated with services.

Survey Design and Analysis

The SEED State Model incorporates stakeholder surveys. During the pilot year, the CSDE is providing sample parent, teacher, and student feedback surveys for students in Grades 4-12, developed by Panorama Education. Panorama is available to support districts with the survey categories of the evaluation system on a fee-for-service basis. If you are interested in learning more about the services they provide, Panorama Education can be reached by email at ct_support@panoramaed.com or by phone at (203) 747-8790.

Questions?

If you have any questions or concerns about educator evaluation and support, please contact us at the Educator Evaluation Hotline at (860) 713-6868, by email at sde.seed@ct.gov, or by visiting our website at www.connecticutseed.org.

Attachments: *SEED Overview (PowerPoint)*
SEED Handbook (Word document)
Evaluation System Selection Form
Teacher Evaluation Plan Rubric
Administrator Evaluation Plan Rubric
Budget Guidelines

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date January 10, 2013

Decision Requested _____ Agenda Code 11 b.

AGENDA REPORTING FORM

Agenda Topic: 2012 Annual Update of the Southington Education Foundation

Summary of Issue: Dawn Miceli, Chair of the Southington Education Foundation will update the Board of Education on the 2012 Southington Education Foundation's year.

Background: N/A

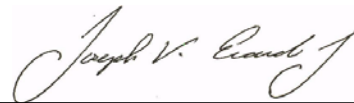
Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: _____

Ending Date of Program or Project: N/A

Recommendation or Comment: Informational to the Board of Education



Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date January 10, 2013

Decision Requested _____ Agenda Code 11 c.

AGENDA REPORTING FORM

Agenda Topic: Mid-Year Report on Superintendent's Objectives

Summary of Issue: Progress continues in each one of the Superintendent's objectives.

Background: Objectives were developed between the Board of Education and the Superintendent of Schools on August 16, 2012.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

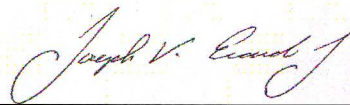
Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: The attached is an update of the Superintendent's Objectives.

Title of Attachment

1. Mid-Year Report on Superintendent's Objectives



Signature of Superintendent of Schools



Dr. Joseph V. Erardi, Jr.
Superintendent of Schools

MEMO

TO: Southington Board of Education
DATE: August 2012 / **January 1, 2013**
RE: Superintendent's Goals 2012 - 2013

Superintendent's Goals for the 2012-2013 School Year

This midyear reflection represents the work of the School Board, central office, and the Southington Public School staff.

These are, perhaps, the most extraordinary times in the history of public schools.

I continue to believe that the Board of Education's vision, commitment to teaching and learning, and their advocacy for every child must remain through these very turbulent times.

School safety, middle school hazardous materials, and state and federal mandates have made this first semester unique. Our reaction and response to December 14 will be to remain proactive with sustainable recommendations coming to you in the immediate future. The March 2013 middle school referendum will be, once again, a relentless pursuit of information sharing. The *Common Core State Standards* and the legislated 2013-2014 Teacher Evaluation Program will challenge resources; however, the district is positioned well to move forward in both focus areas.

The 2012-2013 district goals are, once again, intended to represent the combined focus areas of the Southington Board of Education and the Superintendent of Schools. The Superintendent of Schools work will also represent the district's cabinet, administrative team, and staff.

Our new school year will include meaningful work that has the potential to change the landscape of teaching and learning within our Pre-Kindergarten through Grade 12 district. The following focus areas are presented to you for your consideration and endorsement:

Instructional:

Vision 2020 – Long Term Planning

- On or before January 1, 2013, a district advisory committee will report to the Board of Education with their findings that pertain to successfully preparing all students in being productive citizens and productive workers.

Ongoing – The Vision 2020 Committee, with the active support of Patricia Queen and Terry Lombardi, recently updated the School Board in December 2012 and will look to bring to the Board a summative report of their findings in the second semester of the 2012-2013 school year.

All-Day Kindergarten Feasibility Study

- On or before December 1, 2012, administration will bring to the Board of Education a completed feasibility study of potentially offering All-Day Kindergarten to all students. The study will include:
 - Space Analysis
 - Cost Analysis
 - Curriculum Impact
 - Transportation
 - Community Conversations

Completed – In November 2012, administration shared with the School Board a detailed proposal of All-Day Kindergarten that included all aspects of the program.

Student Use – Technology

- K-12 pilot programs will be set-up with findings brought to the Board of Education on or before February 1, 2013 addressing the following:
 - Southington Board of Education e-mail addresses for students to assist in a paperless environment;
 - The use of non-Internet-based devices (Kindles, Readers, etc.) in a classroom setting;
 - The use of iPads, laptops, and cell phones (Internet-based devices) in a classroom setting.

Ongoing – K-12 pilots were implemented throughout the district at all levels. Findings and updates will be shared with the School Board in February, 2012.

In addition, teaching and learning initiatives that began in 2011-2012 will be further examined, refined, and enhanced during the 2012-2013 school year:

- The Grade 8/9 Student Transition Team will continue to meet with ongoing work connected to the examination of rigor and readiness for middle school students moving forward to Southington High School.

Ongoing – Quantitative data is being collected at the Grade 9 level to appropriately assess student placement from grade eight to nine. Data collection includes parent influence (over rides) with course selection and leveling changes that have taken place since August 2012.

- An analysis of the leveling changes at Southington High School is now in place for all students.

Ongoing – Quantitative data is being collected and analyzed by the Southington High School administration and guidance department with findings being brought to the Board of Education on or before March 2013.

- A continued examination of world language becoming imbedded in our K-5 curriculum.

Ongoing – In December 2012, through the lens of the Board of Education’s Curriculum Committee, a visionary world language proposal was shared by administration and staff. The design of the proposal was to begin the process of gathering support for the acquisition of world languages early on in a youngster’s educational experience.

- The completion of the Southington High School “time study” and a recommendation to the Board of Education on or before December 1, 2012.

Completed – The Board of Education supported the findings of this 12-month study in December 2012.

- A continued examination of the Virtual Learning Academy (online student opportunity) as a resource and option for high school students for credit recovery and for homebound instruction.

Ongoing – For all of the right reasons (an extraordinary reduction of homebound students) this study will remain ongoing throughout the second semester of this school year. An update will be shared with the Board of Education on or before June 2013.

Facility and Technology:

- To successfully transition the Board of Education office space to the Municipal Center at North Center;

Completed – The Board of Education successfully relocated in September 2012.

- On or before March 1, 2013, begin discussions and community conversations on the renovation needs of Derynoski, Kelley, and Flanders Elementary Schools.

Ongoing- PTO presentations will be made in February and a Bboard presentation on Phase III of the infrastructure initiative will take place after the March 2013 middle school referendum.

- To work in partnership with the Southington Public Building Committee on the design phase of both J. A. DePaolo and J. F. Kennedy Middle Schools.

Ongoing – Administration has spent a considerable amount of time on this objective because of the unforeseen issues pertaining to hazardous materials and, ultimately, the need to value engineer \$10,000,000 from the project.

- To complete a student distribution equity plan (balance DePaolo / Kennedy enrollment) for Board review on or before January 1, 2013.

Hold – This study will come to the Board of Education within the 2013-2014 school year. The change of date took place when designers assured administration that the middle school project was moved to a three year timeline (since changed back to two years). At that point, all parents who could potentially be a part of the change were notified that the study was placed on a one year moratorium. The construction project will impact teaching and learning space with a workaround tentatively scheduled for the 2014-2015 school year. Thus, the study remains timely for the School Board during the 2013-2014 school year.

- To successfully partner with town staff on the installation of artificial turf on Fontana Field at Southington High School.

Completed – Formal dedication of the field took place in November 2012.

- To recommend to the Board of Education, on or before November 1, 2012, a Centralized Student Data Collection System.

Ongoing – Administration will share this recommendation within the January 2013 budget workshops.

- To successfully complete an in-depth technology needs and cost analysis study that will offer equity in opportunity with all students and staff in all buildings.

Completed – Administration will share its finding as Phase I technology planning is complete. An in-depth discussion will be shared with the School Board within the January 2013 budget workshops.

- To continue in partnership with town officials on the further development of the Town of Southington Capital Improvement Plan.

Completed – The Board of Education unanimously endorsed the proposed Capital Plan in December 2012.

Partnerships:

- To remain active in:
 - Engaging and informing parents (PTO Executive Council, attend PTO meetings, 6:30 a.m. open hour);

Ongoing – Parents as partners remains an integral component to the district’s success plan.

- The Early Childhood Collaborative;

Ongoing – Administration continues to support, advise, and evaluate our Early Childhood Program (Family Resource Center).

- Engaging and working with the Veterans’ of Southington;

Ongoing – The Board of Education has created a model program for this nation to model.

- Weekly meetings with the Town Manager to share appropriate information;

Ongoing – A partnership built on mutual respect and hard work is presently in place.

- Collaboration with safety officials (police / fire) and community safety organizations (STEPS);

Ongoing – Sadly, perhaps stretched greater than ever before (December 14, 2012), an extraordinary partnership is in place with all safety officials.

- Central Connecticut State University (Administrative Cohort Program).

Ongoing – Cohort II is underway as our next group of future leaders emerge within the district.

In addition, new challenges due to local, regional, and federal circumstances, creates additional focus areas for the upcoming school year:

- **Board of Education / Fiscal - Sequestration**

- The scheduled 9% reduction in nearly all federal grants scheduled for January 2013 has the potential to at best be difficult to manage and at worse cause considerable concern within our 2012-2013 operational plan.

Ongoing – Federal officials will better define “sequestration” in the upcoming weeks.

- **Board of Education / Town Proper Consolidation of Services**

- The Municipal Center will house school and town officials in the same location on or around August 1, 2012. Continued conversations between both elected and appointed officials will take place to explore definable savings through strong working relationships between the Board of Education and the town proper.

Ongoing – The second semester of this school year will include partnership conversations with technology, human resources, maintenance, and custodial services. The Board of Education will have a summative report regarding shared services on or before June 2013.

I share with you an aggressive undertaking for 2012-2013. I remain only positive and confident that our partnership will move paper to practice throughout this school year.

Finally, once again, we will have both exceptional challenges and celebrations that are presently unknown. However, I am certain that the work ahead of us in 2012-2013 will move us one step closer to reaching our attainable mission of making a meaningful difference for every student... one student at a time.

High School Academic Reports

Presented by:
Dr. Martin J. Semmel
Southington High School
Principal

Which Reports will we review?

- Connecticut Academic Performance Test (CAPT) 2012
 - Sneak Peak of SmarterBalanced Questions
 - School Performance Index
- SAT – Class of 2012
- Advanced Placement (AP) 2012
- College Acceptance – Class of 2012

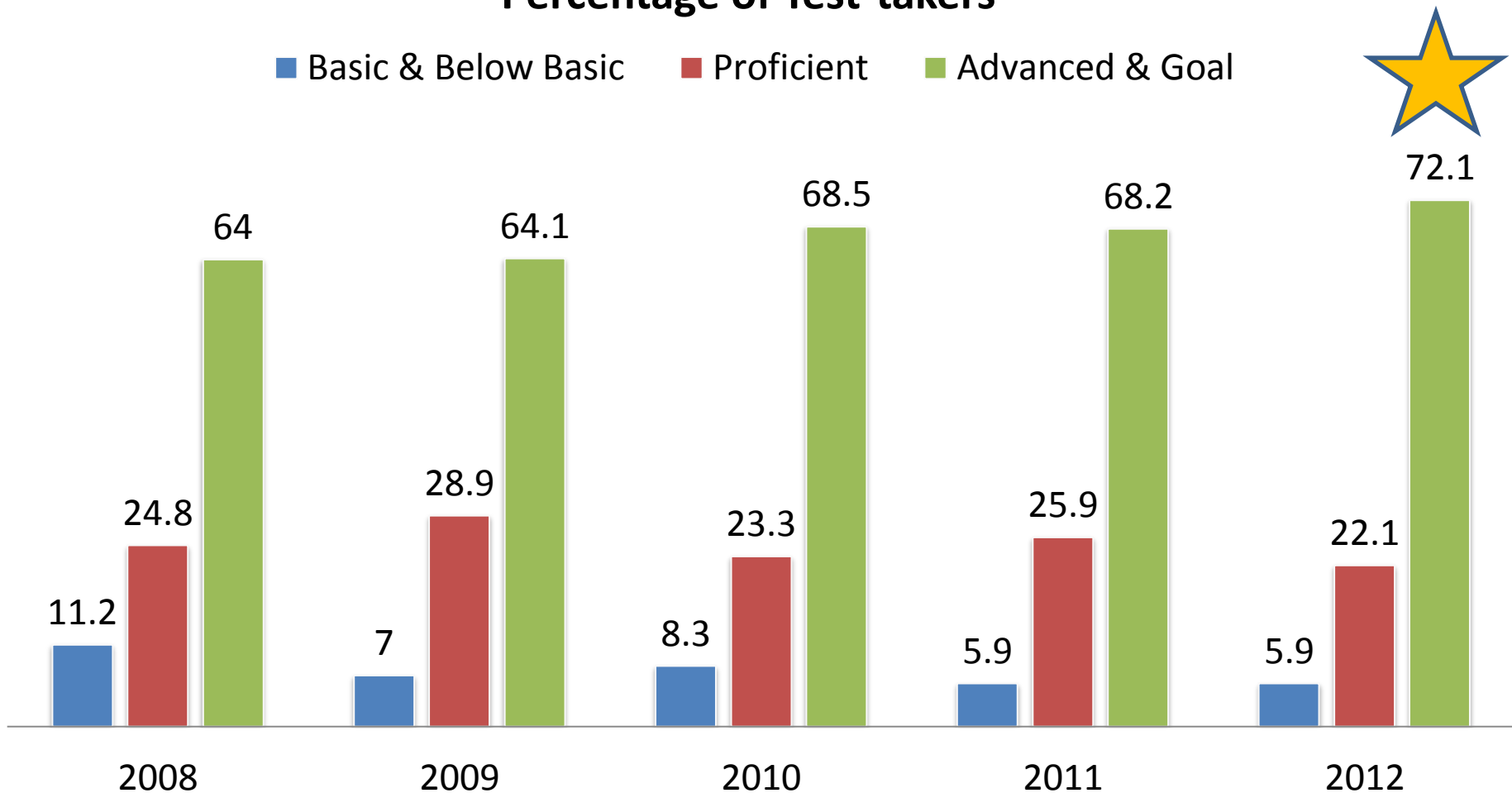
CAPT 2012

Comparative Results

Five Year Trend in Mathematics (3rd Generation CAPT)

Percentage of Test-takers

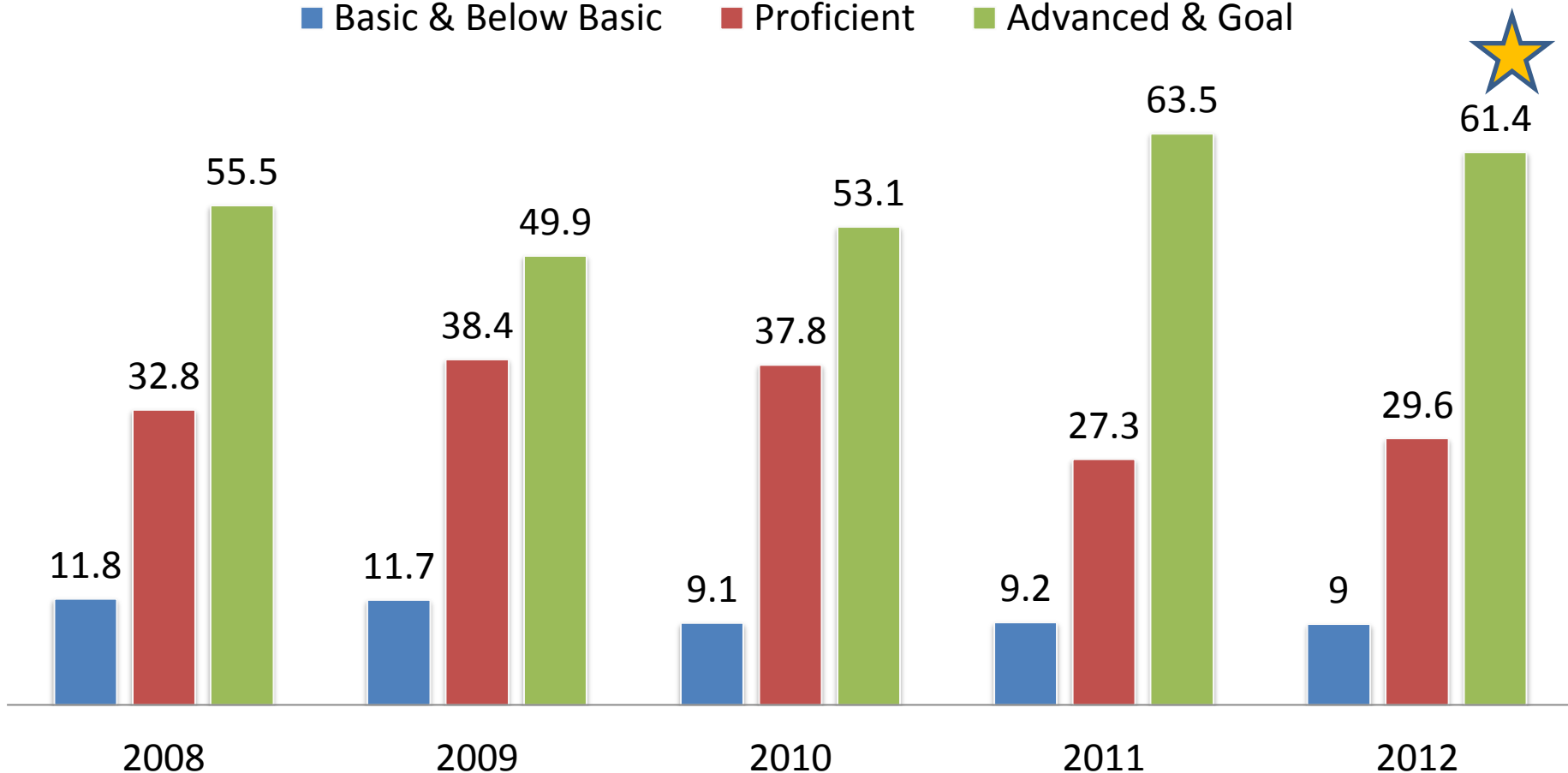
■ Basic & Below Basic ■ Proficient ■ Advanced & Goal



Five Year Trend in Science (3rd Generation CAPT)

Percentage of Test-Takers

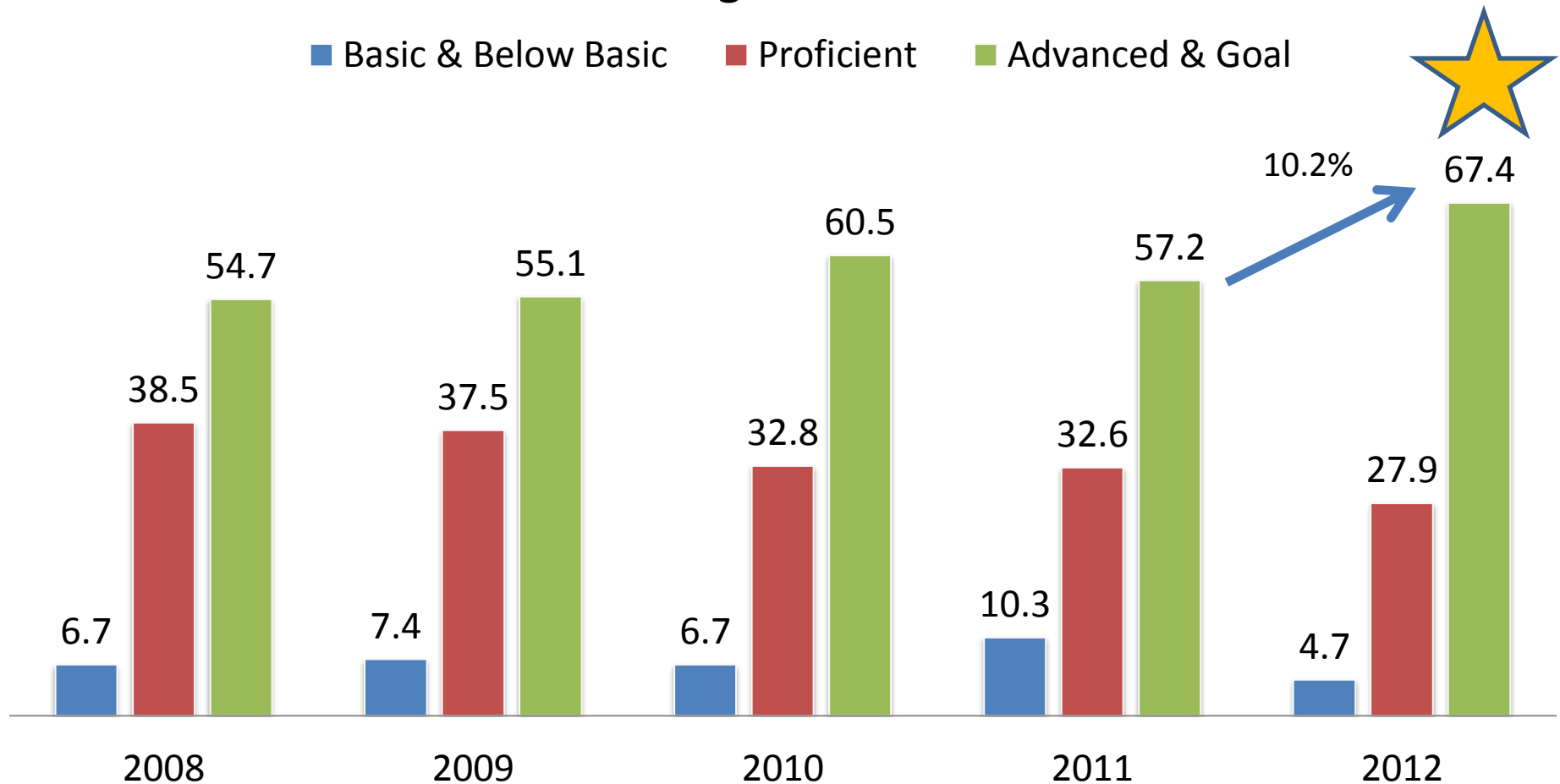
■ Basic & Below Basic ■ Proficient ■ Advanced & Goal



Five Year Trend in Reading Across the Disciplines (3rd Generation CAPT)

Percentage of Test-takers

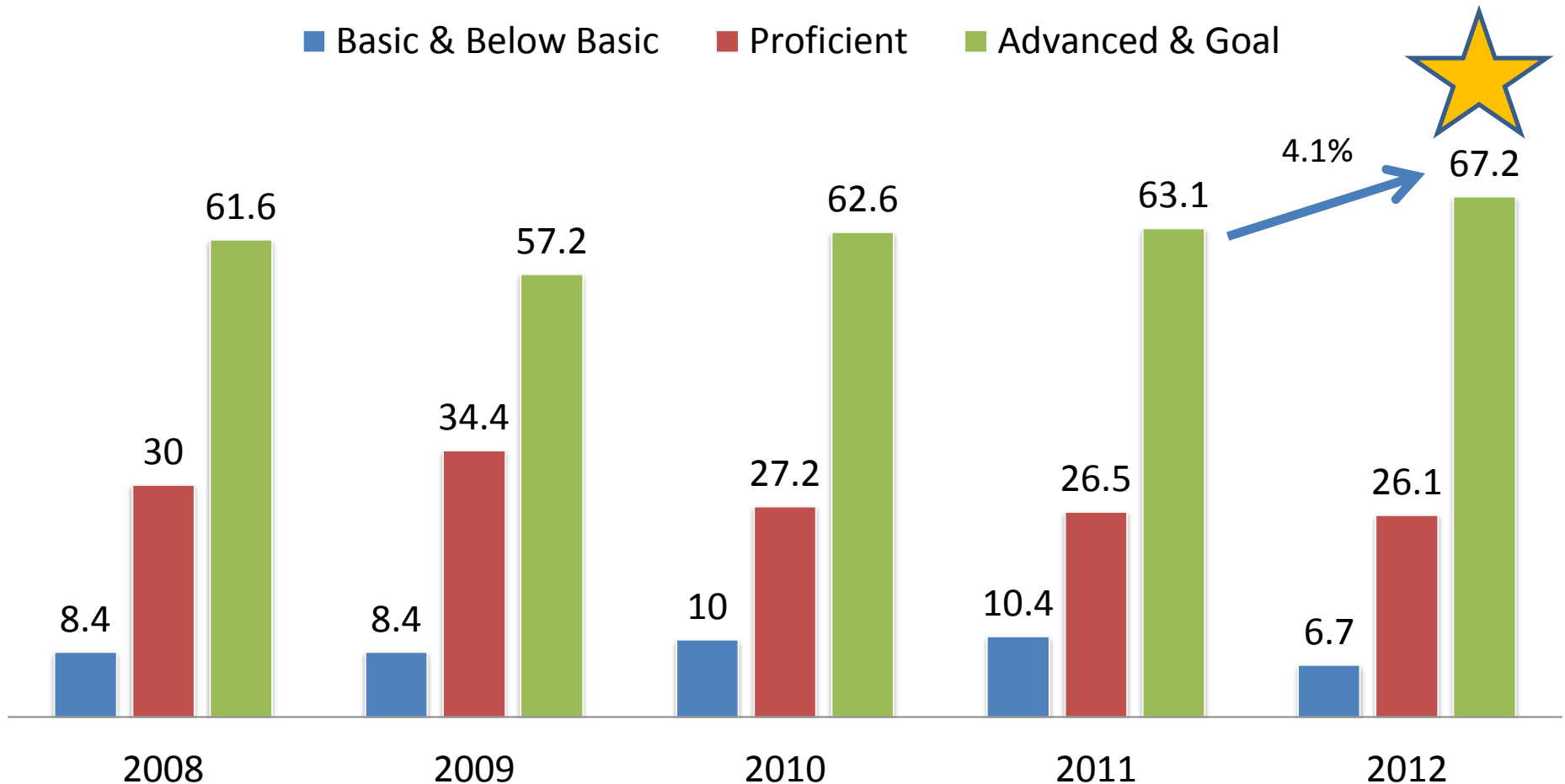
■ Basic & Below Basic ■ Proficient ■ Advanced & Goal



Five Year Trend in Writing Across the Disciplines (3rd Generation CAPT)

Percentage of Test-takers

■ Basic & Below Basic ■ Proficient ■ Advanced & Goal



School Performance Index (SPI)

Connecticut's New
Accountability System

Major shifts:

<u>NCLB</u>	<u>CT's new indicators</u>
Target is Proficient	Target is – on average – at Goal
Get to 100% by 2014	Halfway to target by 2018
Only math and reading count	Math, reading, writing, and science count
Only capture progress from Basic to Proficient	Count progress between all levels
School progress only measured by standardized test scores	School progress also measured by high school graduation rates (4-year and extended)
Accountable for subgroups of students, “n” size = 40	Still accountable for subgroups of students, “n” size = 20; majority of subgroups approach

SHS School Performance Index and Goals

Indicator	SPI 2010-2011	SPI 2011-2012	Baseline SPI (Three-year average)	SPI Performance Target (2012-2013)	Goal by 2018	Goal by 2024
School Perf. Indicator	85.1	85.5	84.6	84.9	86.3	88.0
Four-year cohort graduation rate	91.5	Not Given	89.9 (Two-year Baseline)	90.2	92.0	94.0
Extended graduation rate	96.5	Not Given	95.7 (two-year Baseline)	95.7	95.9	96.0

SmarterBalanced Assessments

2012-2013 – Field Test

2013-2014 – Broad Field Test

2014-2015 – Full Implementation

Diamonds in the Sky

- Stars are not the only objects that glitter in the dark night sky. Scientists have discovered that diamonds are plentiful in outer space. Some of these space diamonds are called “nanodiamonds” because they are incredibly small. A nanodiamond is millions of times smaller than a grain of sugar—more or less the size of a strand of DNA. Nanodiamonds are stardust, created when ancient stars exploded long ago, disgorging their remaining elements into space.

Literacy Example (Grade 11 – Text Complexity)

Read the sentence from the text. Then answer the question.

“Nanodiamonds are stardust, created when ancient stars exploded long ago, disgorging their remaining elements into space.”

Based on the context of the sentence, what is the most precise meaning of disgorging?

1. scattering randomly
2. throwing out quickly
3. spreading out widely
4. casting forth violently



Mathematics

Problem Solving

- A circle has its center at $(6, 7)$ and goes through the point $(1, 4)$. A second circle is tangent to the first circle at the point $(1, 4)$ and has one-fourth the area.
- What are the coordinates for the center of the second circle? Show your work or explain how you found your answer.

Solution The slope between the center of the larger circle and the point $(1, 4)$ is $3/5$. Since the area of the smaller circle is one-fourth the area of the larger circle, then the radius of the smaller circle is half of the radius of the larger circle. The slope will be the same, but both distances will be half, so $3/5$ becomes $1.5/2.5$. So, the coordinates of the center of the smaller circle are $(1 - 2.5, 4 - 1.5) = (-1.5, 2.5)$.

Literacy

Grade 11

- Target 9. EDIT/CLARIFY: Apply or edit grade-appropriate grammar usage and mechanics to clarify a message and edit narrative, informational, and persuasive/argument texts.

The following excerpt is from a writer's first draft of a narrative essay. Read the excerpt. Then rewrite it, revising it to correct errors.

I had no idea what to expect when I walked into the arena. There were people everywhere, most of them clad in brightly colored jersey's with different players' names on the back of them. There were some names I couldnt even pronounce. Me and my friend made our way to the corridor that led to the ice rink. The minute I stepped through the doorway, I could feel a rush of cold air hit my face. I could actually smell the ice! I never thought ice had a smell, but it really does. The next thing I noticed was the size, of the ice rink. There were lines and circles painted all over it, and I knew immediately I wouldn't understand the rules. We found our seats, and it wasn't long before the game started. We sat so close to the action that I felt as if I was right in the middle of it, the action was so intense it was hard to follow the puck, keep an eye on the players, and to figure out which team was ahead. When the home team scored a goal. The entire arena erupted with cheering that was so loud, I bet it was heard across town. by the end of the game, I felt so many emotions: delight, disappointment, fear, and excitement. Mostly, though, I felt in awe of the athletes who played this game. They are much more tougher than I ever expected. I suspect others new to hockey will be as impressed as me by this fast, interesting game.

Now rewrite the excerpt, revising it to correct errors.

Type your answer in the space provided.

Hockey - Exemplar

I had no idea what to expect when I walked into the arena. There were people everywhere, most of them clad in brightly colored jerseys with different players' names on the back of them. There were some names I couldn't even pronounce! My friend and I made our way to the corridor that led to the ice rink. The minute I stepped through the doorway, I could feel a rush of cold air hit my face. I could actually smell the ice! I never thought ice had a smell, but it really does. The next thing I noticed was the size of the ice rink. There were lines and circles painted all over it, and I knew immediately I wouldn't understand the rules. We found our seats, and it wasn't long before the game started. We sat so close to the action that I felt as if I was right in the middle of it. The action was so intense it was hard to follow the puck, keep an eye on the players, and figure out which team was ahead. When the home team scored a goal, the entire arena erupted with cheering that was so loud, I bet it was heard across town. By the end of the game, I felt so many emotions: delight, disappointment, fear, and excitement. Mostly, though, I felt in awe of the athletes who played this game. They are much tougher than I ever expected. I suspect others new to hockey will be as impressed as I am at this fast, interesting game.

Mathematics – Modeling and Data Analysis

The “two-second rule” is used by a driver who wants to maintain a safe following distance at any speed. A driver must count two seconds from when the car in front of him or her passes a fixed point, such as a tree, until the driver passes the same fixed point. Drivers use this rule to determine the minimum distance to follow a car traveling at the same speed. A diagram representing this distance is shown.



As the speed of the cars increases, the minimum following distance also increases. Explain how the “two-second rule” leads to a greater minimum following distance as the speed of the cars increases. As part of your explanation, include the minimum following distances, **in feet**, for cars traveling at 30 miles per hour and 60 miles per hour.

2 Second Rule Solution


Sample Top-Score Response:

The minimum following distance is determined by the formula $d = rt$, where d is the minimum following distance, r is the rate (or speed), and t is the time. The “two-second rule” says that the time needed between cars traveling at the same speed remains constant at 2 seconds, so as the speed of the cars increases by a certain factor, then the minimum following distance must increase by the same factor. Since the speed of the cars is measured in miles per hour, and the “two-second rule” measures time in seconds, I used the formula shown below to determine the minimum following distance, in feet. For cars traveling at 30 miles per hour, the minimum following distance is 88 feet. For cars traveling at 60 miles per hour, the minimum following distance is 176 feet.




SAT 2012

Three Tests	Score Range
Mathematics	200-800 on each test
Critical Reading	
Writing	

Percentage of Test Takers	
2009	68.4%
2010	69.8%
2011	76.9%
2012	80.1% 

State, National, and SHS SAT Averages

	Year	Mathematics	Critical Reading	Writing
State Average	2012	512	506	510
National Average	2012	514	496	488
Southington High School Average	2010	527	517	513
	2011	518	510	510
	2012	529	507	513
% of students over 600	2010	18.1	17.8	18.7
	2011	21.8	17.9	18.4
	2012	25.3 	14.0	19.0

Advanced Placement Report




Advanced Placement 2012

- 12 AP Courses offered in 2011-2012 academic year.
- Recognized by the CEEB for consistent improvement in both enrollment and scores!
- During the 2012-2013 academic year we are offering AP courses in the following additional areas: English Lang. and Composition (to Jrs.), Environmental Science, Spanish, French, German and Italian. (18 AP courses!!!) ★

AP Exams

- 5 Score Bands
 - **5** Extremely Well Qualified = A in the corresponding college course
 - **4** Well Qualified = A-, B+, and B in equivalent college course
 - **3** Qualified = B-, C+, and C in college course
 - **2** Possibly Qualified
 - **1** No Recommendation
- *The college equivalent grades are determined by the individual institutions. However, periodically, the AP Program conducts college comparability studies for each AP subject by administering a portion of the AP Exam to college students enrolled in equivalent courses. The Program then compares the performance of these students on the sample AP Exam with their actual course scores. (AP Central)*

AP Exam Performance at SHS

Test Date		All Exams
Spring 2009	% Score 3 or higher	77%
	# students enrolled	309
	# of tests given	278
Spring 2010	% Score 3 or higher	79.6%
	# students enrolled	349
	# of tests given	337
Spring 2011	% Score 3 or higher	86.3%
	# students enrolled	392
	# tests given	316
Spring 2012	% Score 3 or higher	77.2%
	# students enrolled	375
	# tests given	372
Spring 2013	# students enrolled	574 

Source: AP Five-Year
School Summary

College Acceptance Report

Class of 2012

	Class of 2010	Class of 2011	Class of 2012
Graduates attending post-secondary educational institutions	86.1%	88.3%	86.3%
Graduates attending 4-year colleges	58.8%	58.9%	59.0%
Graduates attending 2-year colleges	27.3%	29.4%	27.3%
Graduates attending vocational/technical schools	5.2%	3.6%	3.0%
Graduates entering the military	2.4%	0.9%	1.7%
Graduates entering the workforce	4.7%	5.8%	6.7%
Graduates undecided about future plans	1.6%	.9%	2.3%

Recommendations

- Continue to raise expectations for all students
- Hire and retain the best teachers
- Provide instruction and resources for our teaching staff
- All teachers are teachers of literacy
- Engage in a full review and rewrite of curriculum both vertically and horizontally
- Continue to educate parents about AP/UConn ECE courses
- Stay focused on School Improvement Plan