

## Southington Board of Education Meeting

Thursday, June 11, 2020 6:30 PM

This meeting will convene as a combined video and teleconference.

Instructions to access the BOE Meeting in real time via teleconference are noted below: 1. Call 1-240-745-6525 2. Follow the prompts. 3. The PIN is 438 247 952# 4. Mute your phone. 5. Refrain from using the "speaker

phone". 6. Public comments on agenda items may be submitted via email and will be read into the record. Email comments to: [tconnellan@southingtonschools.org](mailto:tconnellan@southingtonschools.org) Committee of the Whole-Operations

200 North Main Street  
Southington, CT 06489



### SOUTHINGTON BOARD OF EDUCATION REGULAR MEETING

1. CALL TO ORDER
2. Executive Session
  - a. Contract Negotiations SEA
3. Reconvene Meeting ~ Regular Session ~ 7:00 p.m.
4. Pledge of Allegiance
5. Celebration of Excellence
  - a. CIAC Scholar Athletics
  - b. SHS Girls' Gymnastics Team 2019-2020 CIAC State Open & Class Champions
  - c. Southington eCybermission Winners
  - d. 2020 Valedictorian, Salutatorian and Essayist
  - e. Trevor Messina, Student Board Representative
6. Approval of Minutes ~ May 28, 2020
7. Public Communications
  - a. Communications from Public on Agenda Items
  - b. Communications from Board of Education
  - c. Communications from Administration
  - d. Communications from Student Representatives
8. Superintendent's Report
  - a. Personnel Report
9. Old Business
  - a. Town Government Communications
  - b. Distance Learning Final Update
  - c. Science Curriculum Units for Grades 3, 4, 8, Earth Science, and Biology ~ Second Reading
  - d. ELA K-2 Phonics Units of Study ~ Second Reading
  - e. SHS MUSH Curriculum ~ Second Reading
  - f. Introduction to Piano, Ukulele and Guitar ~ Second Reading
10. New Business

- a. Athletic Feasibility Study
  - b. School Counselor Agriculture Science
  - c. CREC Teacher Residency Program
11. Adjournment

*The minutes presented within this document provide a summary of the discussion that took place at the Board of Education meeting. For the complete discussion of the agenda items on the video recording of the Board meeting, please contact the Superintendent of Schools. These minutes are considered a draft until approved at the following regular Board of Education meeting.*

## **SOUTHINGTON BOARD OF EDUCATION**

### **SOUTHINGTON, CONNECTICUT**

#### **REGULAR MEETING ~ Via Combined Video and Teleconference**

**MAY 28, 2020**

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The regular meeting of the Southington Board of Education (Committee of the Whole – Operations) was held via combined video and teleconference on Thursday, May 28, 2020, at 7:00 p.m. with an Executive Session held prior at 6:30 p.m.

#### **1. CALL TO ORDER**

Mrs. Terri Carmody, Chairperson, called the meeting to order at 6:39 p.m.

Board members present were Mr. Joseph Baczewski, Mr. Robert Brown, Mrs. Terri Carmody, Mr. James Chrzanowski, Mrs. Colleen Clark, Mr. David Derynoski, Mr. David Falvo, and Mr. Zaya Oshana. Absent was Mrs. Missy Cipriano.

Administration present were Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; and Mrs. Sherri DiNello, Director of Business and Finance.

#### **2. EXECUTIVE SESSION ~ SEA CONTRACT NEGOTIATIONS**

**MOTION:** by Mr. Derynoski, seconded by Mr. Oshana:

**"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Southington Education Association (SEA) Contract Negotiations, and upon conclusion reconvene to public session."**

**Motion carried unanimously by voice vote.**

*Mrs. Carmody ended Executive Session at 7:02 p.m.*

#### **3. RECONVENE MEETING ~ REGULAR SESSION**

*Mrs. Carmody reconvened the Board of Education Regular Session at 7:12 p.m.*

Roll Call of Board members present: Mr. Joseph Baczewski, Mr. Robert Brown, Mrs. Terri Carmody, Mr. James Chrzanowski, Mrs. Missy Cipriano, Mrs. Colleen Clark, Mr. David Derynoski, Mr. David Falvo, and Mr. Zaya Oshana.

Administrators present were Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; Mrs. Sherri DiNello, Director of Business and Finance; Ms. Margaret Walsh, Director of Pupil Services (via phone); Mr. Frank Pepe, Southington High School Principal

Student representatives present were Miss Amrit Kaur, Mr. Trevor Messina, and Mr. Brett Sheldrick.

**4. PLEDGE OF ALLEGIANCE – MOMENT OF SILENCE**

Mr. Trevor Messina led in reciting of the Pledge of Allegiance.

Mrs. Carmody called for a moment of silence in memory of the following:

**Eva Naples**, who was hired on September 10, 1985 as a preschool aide at Thalberg Elementary School and the former Central Elementary School, our current Derynoski Elementary School in the following school year. In September of 1987, she transferred to Southington High School as a paraprofessional in the Special Education Department and spent the rest of her career working with our high school students. Eva retired in January of 2002 and passed away on May 15, 2020 at the age of 92.

**Karen L. Smith** was employed by the Southington Public Schools for 29 years of her career where she was a math teacher/tutor at Kennedy Jr. High School in the mid to late 1980s. She was Principal of both Strong and Derynoski Elementary Schools from 1992 to 2011 and Assistant Superintendent/Interim Superintendent of Southington Public Schools from 2011 until her retirement in 2015. She was also recognized as the State of Connecticut Principal of the Year in 2002. After her retirement, Karen volunteered her time at ALTA and loved her time there. Karen passed away on May 21, 2020.

Mrs. Carmody thanked health care workers and first responders for all that they are doing during this crisis and requested prayers for those affected by the Coronavirus.

**5. APPROVAL OF MINUTES**

**MOTION:** by Mr. Derynoski, seconded by Mr. Oshana:

**“Move to approve the regular Board of Education minutes of May 14, 2020, as submitted.”**

**Motion carried unanimously by voice vote.**

**6. PUBLIC COMMUNICATION**

**a. Communications from Public**

There was no communication from the public.

**b. Communications from Board Members**

Mrs. Carmody reported that she teleconferenced the Town Council meeting on Tuesday, May 26 and was asked when the Southington High School fields, track and tennis courts would

be opened again. Mr. Connellan clarified the history behind closing these facilities working with the Department of Health and Executive Orders due to COVID-19. After his discussion with Mr. Mark Sciota, Town Manager, Mr. Shane Lockwood, Health Director, and Mr. Peter Romano, Director of Operations, they are slowly opening these facilities with specific rules in place. He explained that there was no deliberate intent to not open these facilities. Security Attendants would be monitoring these facilities from Monday through Friday during their normal work hours.

Mr. Oshana spoke about the high regard that both he and his late father, who also served on the Board of Education, had for Mrs. Karen L. Smith and her passion for education and her students. He stated that the Southington School district was lucky to have her as an educator and administrator for all those years.

Mr. Brown reported on a recent Social Justice meeting regarding connecting families that are struggling with services that could help them. He wanted the Board to keep in mind the devastation that the COVID-19 has on poverty in town and the effects it has on students with parents losing jobs.

Mrs. Cipriano addressed the SERC meeting that was teleconferenced and thanked Mr. Madancy for highlighting Southington's struggles with inequality and how the district is overcoming those struggles. She thanked Derek Govette, a Connecticut Kid Governor cabinet member and in fifth grade at Oshana Elementary School, who put together a Food Drive in his neighborhood and recently brought 10 boxes of food to Bread for Life.

Mr. Falvo thanked the Southington citizens who sent over 60 emails to the Board of Education members regarding graduation and addressed a mother's lesson to her daughter about the power in numbers.

### **c. Communication from Administration**

Administration reported on the following:

1. Main Street Foundation Grant for Emotional Intelligence (EI): Ms. Walsh reported on the Emotional Intelligence RULER Platform that the district had been working on for five years. The district-wide EI committee applied for another grant with the Main Street Community Foundation and were awarded grant funds of \$30,450 in early May from the Barnes Memorial Trust in conjunction with the Southington Education Foundation (SEF) with Paula Knight and Michelle LeBron-Griffin acting as fiscal agents. This grant addresses social justice, empathy, and teaching children Pre-K through 21 how to deal with stress and emotional issues. They were also able to carryover funds from 2019-2020 that they did not spend due to the pandemic. Emotional Intelligence staff training will continue throughout the summer.
2. State Grant Award: Mr. Madancy reported on the Public Educational and Government Programming and Educational Technology Investment Account Program, which is a combined two-year grant between the school system and the town in the amount of \$54,000 for the LearnPlatform Program. This program provides a platform where they can monitor the usage of all the software products the district is using so that they can determine if it is worth renewing. It also compares like products that are also data compliant, stores data privacy contracts, and communicates compliance to families through a secure website. There was no cost to the district.
3. Coalition for Social Justice: Mr. Madancy reported that the committee has been meeting for two years since its inception with the immediate focus on equity and inclusion. The

people serving on the coalition are dedicated to creating a network of community resources and cultural brokers, who are people in the community that people would feel comfortable to go to for help in order to access those needed resources.

Mr. Baczewski stated that he requested administration to invite Mr. Shane Lockwood, Regional Health Director, to attend this Board meeting to answer any questions that the Board members had regarding public health and the school system moving forward. He wanted to know if there was any way that it could be part of the next Board of Education meeting Administrative Report. Mrs. Carmody did not think that anyone had definitive answers to questions at this time. Mr. Connellan explained that they just received the rules and guidelines for Summer School from the state, which is three weeks late for planning purposes. Currently, administration did not know what the rules, guidelines and requirements would be mandated by the state for the opening of school. Mr. Connellan recommended that Mr. Baczewski call Mr. Lockwood with any specific questions at this time.

**d. Communication from Student Representatives**

Miss Kaur reported that Advance Placement (AP) testing was over. Mr. Sheldrick reported that they were starting the process of looking for a new student representative to replace graduating senior Trevor Messina. Mr. Messina reported that there were officially 12 days of school remaining.

**7. COMMITTEE REPORTS**

**a. Elementary School Facilities Committee Meeting – May 18, 2020**

Mrs. Clark reported that the committee held their second meeting and met with the Collier Group, which is an Owner Project Manager group. The group informed the committee of their company operation and process. Mr. Connellan updated the Collier Group on what the district had done to date and would work with them on how to proceed with necessary information.

**b. Policy and Personnel Committee Meeting – May 19, 2020**

Mrs. Clark, Chairman, reported that the committee discussed workflow, meeting on Wednesday's at 6:00 p.m. on a regular basis, and the recommendation by Shipman and Goodwin (Board attorneys) that the Board only have policies required by law. The committee would review current Board policies and would default to law if they do not have a needed policy. The committee discussed Policy 2210, Administrative Leeway in Absence of Board of Education Policy, regarding the Pass/Fail grading during Distance Learning. Mr. Derynoski was concerned about students who normally academically struggle. A review of the entire year would be considered before a student would fail for the year and each student would be looked at individually. Incomplete would be reviewed on a case by case basis with teachers. Mrs. Clark thanked the administration and teachers who developed the proposal to make it fair and equitable so that the fourth quarter would count.

Mr. Falvo questioned the responses that Mr. Pepe, SHS Principal, received after sending to parents a Public Service Announcement (PSA) on the grading system policy. Mr. Pepe stated that the feedback he received was appreciation for the continued communication.

Mr. Baczewski addressed the grading system and asked if they were keeping track of the actual work that was done. Mr. Madancy explained the 0-1-2 System developed with the zero (0) for students not submitting work, one (1) submitting work but needing more assistance, and two (2) meeting all requirements, which tracks student engagement. He discussed in detail the Pass/Fail grading system.

## **8. OLD BUSINESS**

### **a. High School Graduation Options Update**

**MOTION:** by Mr. Brown, seconded by Mr. Derynoski:

**“Move that the Board of Education adopt Friday, August 7, 2020 as the graduation date with a rain date of Saturday, August 8, 2020.”**

Mr. Brown understood that the Board’s statutory obligation was to set the date of graduation and anything else beyond that would fall under the responsibility of the superintendent and high school principal. Mr. Falvo questioned the 50 families who would not be able to attend graduation and where and when this separate graduation for those families would take place. Mr. Connellan stated that, based on the graduation date survey, this was new information and needed to be worked out to provide a separate graduation for them. Mr. Messina noted that he was telling students that the 50 students who could not attend would receive a separate ceremony and would still be recognized at the formal graduation ceremony on August 7. The Board addressed graduation at length.

ROLL CALL VOTE: YES: Mr. Baczewski, Mr. Brown, Mr. Chrzanowski, Mrs. Cipriano, Mrs. Clark, Mr. Derynoski, Mr. Falvo, Mrs. Oshana, Mrs. Carmody.

**Motion carried unanimously.**

### **b. Distance Learning Update**

Mr. Madancy explained in detail that there were agenda items tonight that would determine what he could push out to staff on Friday in terms of what the remaining days of the school year would look like including professional development and the beginning days in the fall with return and recovery.

### **c. Proposed Revision – School Calendar 2020-2021**

**MOTION:** by Mr. Derynoski, seconded by Mr. Baczewski:

**“Move to adopt the proposed changes to the 2020-2021 school year calendar as recommended by administration.”**

**Motion carried unanimously by voice vote.**

### **d. Town Government Communications**

Mr. Connellan stated that he and Mr. Mark Sciota, Town Manager, had a good working partnership and continue to collaborate on issues in the best interests for the community.

**9. NEW BUSINESS****a. 2020-2021 Operating Budget Reallocation / Adoption**

Mrs. DiNello explained that all the Board members received a revised draft on the Reallocation Plan for the 2020-2021 Operating Budget. She provided a balanced budget with a reduction of \$1,327,000 and highlighted the changes from the original draft, which included reducing the Professional Development Account, Textbook Replacements, and Consumable Activity Books. The new Textbooks and Math Consumable Workbooks that were discussed at the previous Board meeting would be purchased with 2019-2020 budget surplus funds. A reduction was taken from the Applied Behavior Analysis Program based on the students receiving services from CREC. Mrs. DiNello explained the reductions in detail.

**MOTION:** by Mr. Baczewski, seconded by Mrs. Clark:

**“Move that the Board of Education adopt the 2020-2021 Operating Budget with adjustments.”**

Mr. Derynoski questioned if there was any reserve money for additional teachers that would be needed to balance classroom sizes in August. Mrs. DiNello stated that they did not have any contingencies in the budget for a potential need for increased elementary class sizes; however, based on administration’s analysis, they were comfortable with the current staffing level. Mr. Madancy addressed reallocation of staff and holding off announcing to student’s their classroom teachers at the end of the school year. Due to the pandemic, there could be shifts in enrollment but based on past enrollment they are in a good place. Mr. Madancy would provide a current class size grid by school to Mr. Derynoski.

**Motion carried unanimously by voice vote.**

**b. 2020-2021 Healthy Food Certification**

Mrs. DiNello explained that this was an annual requirement needed for the Connecticut Nutrition Standards by the State Department of Education. Two motions were needed.

**MOTION:** by Mr. Oshana, seconded by Mrs. Clark:

**“Move to participate in the Healthy Food Certification program for the 2020-2021 school year.”**

**Motion carried by voice vote with eight in favor and Mr. Baczewski opposed.**

**MOTION:** by Mr. Derynoski, seconded by Mr. Brown:

**“Move that the Board will allow exemptions for food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: a) the sale is in connection with an event occurring after the end of the regular school day or on the weekend. b) the sale is at the location of the event, and c) the food items are not sold from a vending machine or school store.”**

**Motion carried unanimously by voice vote.**

**c. Proposal to Achieve a 1:1 District Ratio of Digital Devices for all Students**

Mr. Connellan spoke in detail on achieving the one-to-one status with devices to students. He thanked Mr. Jamie Olander, Technology Director, and his staff who identified the devices that the district currently had by age categories. Based on discussion at the state level, there could be online instruction moving forward for various scenarios. Access to a device was one of the concerns if a family has more than one child sharing one device, which was an equity issue. Using a combination of CARES Act funding, unexpended funds from other accounts, and Apple Lease funding, the district would be able to achieve a 1:1 ration of digital devices for all students.

**MOTION:** by Mr. Derynoski, seconded by Mrs. Clark:

**“Move that the Southington Board of Education authorizes the use of the Federal CARES Act funds and funds from the unexpended balance of the 2019-2020 Board of Education operating budget to implement the plan to achieve a 1:1 ratio of digital devices to students, as proposed by administration.”**

Mr. Oshana questioned how they would handle the repair and replacement of these 1:1 devices when receiving them all at once and ensuring that Chromebooks did not take the place of textbooks. Mr. Connellan and Mr. Madancy addressed these questions at length and in detail. As devices age and before they expire, they are withdrawn and refurbished, used in another capacity, and devices replaced. They addressed the Apple Lease and the lifespan of a Chromebook of 5-6 years. Technology has a grid on the age of the devices and where they fall in terms of their lifespan and the plan to continue to refresh the devices. Mr. Oshana questioned the 54 Hotspots in the district and asked if administration was looking at the costs for adding Wi-Fi Hotspots and the monthly service fees if online learning continues. Mr. Connellan explained that the adding of Hotspots was a quick response to entering the emergency online world of learning due to the pandemic and spoke at length regarding this topic.

Mr. Derynoski questioned if this was in the planning for the possibility that they would be extending the Distance Learning. He did not think they would need all these devices if in the fall the students go back into the classroom. Mr. Connellan explained that they would have some form of online learning in September and the events that occurred in the spring due to the pandemic would change the educational landscape. It would enhance and benefit students in the long run by having one-to-one devices moving forward. Mr. Derynoski asked the total amount of funds that the district would receive from the CARES Act and unexpended funds. Mr. Connellan stated that the CARES Act funds are \$418,982 and the Unexpended funds \$210,688. Mr. Derynoski asked how much they expect to spend in addition to the \$200,000 Apple Lease moving forward. Mrs. DiNello explained that for the new three-year lease starting this year it was \$750,000. There leases are on different cycles, but the upcoming 2020-2021 lease is providing \$750,000 worth of equipment. Mr. Derynoski asked if the Board could have the total amount of funding for when they start the budgeting process for the next school year.

Mr. Baczewski asked if administration took into account families who already have devices. Mr. Madancy explained at length that there are many different kinds of devices and by investing in Chromebooks everyone would have the same device that would be data compliant for the district's needs for distance learning including firewalls and protections in place when the district is pushing out updates or extensions, which cannot be done on private devices.

**Motion carried unanimously by voice vote.**

- d. **Approval of Distance Learning Grading System Recommendation by Superintendent of Schools**

**MOTION:** by Mrs. Clark, seconded by Mr. Derynoski:

**“Move to approve the Distance Learning Grading System as recommended by the Superintendent of Schools.”**

**Motion carried unanimously by voice vote.**

- e. **Request for Board of Finance to allocate unexpended funds to the Non-lapsing Account for the Board of Education**

**MOTION:** by Mr. Baczewski, seconded by Mr. Oshana:

**“Move to authorize the Superintendent of Schools, on behalf of the Board of Education, to request that the Southington Board of Finance allocate the unexpended funds from the Board of Education 2019-2020 Operating Budget to the Non-lapsing Account created for the Board of Education to the maximum amount allowed by statute, which is two percent (2%) of the total Board of Education Operating Budget.”**

**Motion carried unanimously by voice vote.**

Mr. Baczewski asked when the Board of Education meetings would be held live again instead of virtual. Mr. Connellan explained that they would be continuing the virtual format until large groups can gather again.

## **10. ADJOURNMENT**

**MOTION:** by Mr. Derynoski, seconded by Mr. Oshana:

**“Move to adjourn.”**

**Motion carried unanimously by voice vote.**

The meeting adjourned at 9:13 p.m.

Respectfully submitted,  
*Linda Blanchard*  
Recording Secretary

**Board of Education**

**Administrative Report**

**June 11, 2020**



**1. Coalition for Social Justice Statement**

**2. Final Day for Students**

**3. Class of 2020 Motorcade**



## SOUTHINGTON PUBLIC SCHOOLS

Peter J. Romano, Jr.  
Director of Operations

### MEMO

To: Timothy F. Connellan

Date: June 4, 2020

Re: **DAS Final Payment Applications – Middle School Construction projects**

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On Friday, May 29<sup>th</sup>, 2020 Southington Public Schools received confirmation from the State of CT Department of Administrative Services that the final payment applications for the Joseph A. DePaolo and John F. Kennedy Middle School construction projects have been accepted. The project was accepted by the Southington Board of Education back on April 25, 2019.

**BOARD OF EDUCATION  
SOUTHINGTON, CONNECTICUT**

Informational Only \_\_\_\_\_ Board Meeting Date June 11, 2020

Decision Requested X Agenda Code 8a

**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 the 2019-2020 school year. This report includes activity for the month of May 2020.

**Background:** The human resource department provides the Board of Education with a monthly update of personnel additions/reductions/changes.


**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 Board of Education approve the Personnel Report as submitted by the human resource department.

  
\_\_\_\_\_  
Signature of Staff Member Submitting Report

  
\_\_\_\_\_  
Signature of Superintendent of Schools

**Included:**

1. Personnel Report

**Personnel Report  
May 2020**

**APPOINTMENTS**

	<b>NAME</b>	<b>POSITION</b>	<b>SCHOOL</b>	<b>FTE</b>	<b>EFFECTIVE</b>	<b>DEGREE</b>	<b>SALARY</b>
CERT	Dash, Natalie	Language Arts Teacher	JFK	1.0	8/24/2020	BA	\$47,387
Class	Kimball, Meggan	RN	South Catholic	1.0	8/24/2020	N/A	\$46,598
CERT	Pflomm, Maureen	Math Teacher	SHS	1.0	8/24/2020	MA	\$51,065

**RESIGNATIONS/RETIREMENTS**

<b>CERT</b>	<b>NAME</b>	<b>POSITION</b>	<b>SCHOOL</b>	<b>EFFECTIVE</b>	<b>YRS</b>	<b>RET/RES</b>
Class	Needham, Carole	Literacy & Math Tutor	DES	5/1/2020	10 years	Resign

**ASSIGNMENT CHANGE**

<b>NAME</b>	<b>FROM (PREVIOUS ASSIGN)</b>		<b>TO (NEW ASSIGN)</b>		<b>EFFECTIVE</b>
	<b>POSITION/SCHOOL</b>	<b>FTE</b>	<b>POSITION/SCHOOL</b>	<b>FTE</b>	

**TRANSFERS**

<b>CERT NAME</b>	<b>FROM (PREVIOUS ASSIGN)</b>		<b>TO (NEW ASSIGN)</b>		<b>EFFECTIVE</b>
	<b>POSITION/SCHOOL</b>	<b>FTE</b>	<b>POSITION/SCHOOL</b>	<b>FTE</b>	

*None to report*

**COACHING / STIPENDS**

*Coaching Stipends*

**BOARD OF EDUCATION  
SOUTHINGTON, CONNECTICUT**

Informational Only  \_\_\_\_\_ Board Meeting Date June 11, 2020

Decision Requested \_\_\_\_\_ Agenda Code 9 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

*Timothy J. Connellan*

\_\_\_\_\_  
Signature of Superintendent of Schools



**BOARD OF EDUCATION**  
**SOUTHINGTON, CONNECTICUT**

Informational Only \_\_\_\_\_

Board Meeting Date June 11, 2020

Decision Requested X

Agenda Code 9 c

**AGENDA REPORTING FORM**

**Agenda Topic:** Science Curriculum Units for Grades, 3, 4, 8, Earth Science, and Biology – Second Reading

**Summary of Issue:** The Board of Education Curriculum & Instruction Committee reviewed the Science Curriculum Units for Grades, 3, 4, 8, Earth Science, and Biology.

**Background:** \_\_\_\_\_

**Alternative Strategies:** \_\_\_\_\_

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

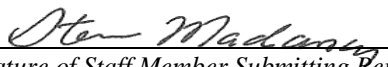
**Funding Source:** N/A

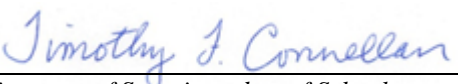
**Beginning Date of Program or Project:** N/A

**Ending Date of Program or Project:** N/A

**Recommendation or Comment:** The Board of Education Curriculum & Instruction Committee is bringing the Science Curriculum Units for Grades 3, 4, 8, Earth Science, and Biology to the full Board for approval.

1. **Supporting documents provided under separate cover.**

  
\_\_\_\_\_  
*Signature of Staff Member Submitting Report*

  
\_\_\_\_\_  
*Signature of Superintendent of Schools*

**BOARD OF EDUCATION  
SOUTHINGTON, CONNECTICUT**

Informational Only \_\_\_\_\_

Board Meeting Date June 11, 2020

Decision Requested X

Agenda Code 9 d

**AGENDA REPORTING FORM**

**Agenda Topic:** ELA K-2 Phonics Units of Study – Second Reading

**Summary of Issue:** The Board of Education Curriculum & Instruction Committee reviewed the ELA K-2 Phonics Units of Study

**Background:** \_\_\_\_\_

**Alternative Strategies:** \_\_\_\_\_

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

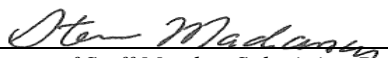
**Funding Source:** N/A

**Beginning Date of Program or Project:** N/A

**Ending Date of Program or Project:** N/A

**Recommendation or Comment:** The Board of Education Curriculum & Instruction Committee is bringing the ELA K-2 Phonics Units of Study to the full Board for approval.

1. **Supporting documents provided under separate cover.**

  
\_\_\_\_\_  
Signature of Staff Member Submitting Report

  
\_\_\_\_\_  
Signature of Superintendent of Schools

**BOARD OF EDUCATION  
SOUTHINGTON, CONNECTICUT**

Informational Only \_\_\_\_\_

Board Meeting Date June 11, 2020

Decision Requested X

Agenda Code 9 e

**AGENDA REPORTING FORM**

Agenda Topic: SHS MUSH Curriculum – Second Reading

Summary of Issue: The Board of Education Curriculum & Instruction Committee reviewed the SHS MUSH Curriculum

Background: \_\_\_\_\_

Alternative Strategies: \_\_\_\_\_

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 Board of Education Curriculum & Instruction Committee is bringing the SHS MUSH Curriculum to the full Board for approval.

1. **Supporting documents provided under separate cover.**

  
\_\_\_\_\_  
Signature of Staff Member Submitting Report

  
\_\_\_\_\_  
Signature of Superintendent of Schools

**BOARD OF EDUCATION  
SOUTHINGTON, CONNECTICUT**

Informational Only \_\_\_\_\_

Board Meeting Date June 11, 2020

Decision Requested X

Agenda Code 9 f

**AGENDA REPORTING FORM**

Agenda Topic: SHS Introduction to Piano, Ukulele and Guitar – Second Reading

Summary of Issue: The Board of Education Curriculum & Instruction Committee reviewed the SHS Introduction to Piano, Ukulele and Guitar.

Background: \_\_\_\_\_

Alternative Strategies: \_\_\_\_\_

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 Board of Education Curriculum & Instruction Committee is bringing the SHS Introduction to Piano, Ukulele and Guitar to the full Board for approval.

1. Supporting documents provided under separate cover.

  
\_\_\_\_\_  
Signature of Staff Member Submitting Report

  
\_\_\_\_\_  
Signature of Superintendent of Schools



**BOARD OF EDUCATION  
SOUTHINGTON, CONNECTICUT**

Informational Only \_\_\_\_\_ Board Meeting Date June 11, 2020

Decision Requested x Agenda Code 10 b.

**AGENDA REPORTING FORM**

**Agenda Topic:** School Counselor Agriculture Science

**Summary of Issue:** Establish an Agricultural Science and Technology Education School Counselor position for the 2020-2021 school year. The Counselor's caseload would consist solely of Ag-Sci students in grades 9-12.

**Background:** During the 2019-2020 school year, 180 students were enrolled in the Agricultural Science and Technology program. Of the 180 students enrolled, 90 are from surrounding towns. Within the student population, 31 students receive special education services via an Individualized Educational Program while 33 students are provided with accommodations through a Section 504-Plan. In addition, 27 students receive services from a school social worker, 6 speak a primary native language other than English (Spanish, Burmese and Polish), 12 require literacy support and 6 are enrolled in foundations of algebra in lieu of algebra. Students in the Agricultural Science and Technology Education Program would benefit immensely from a direct connection to a School Counselor assigned specifically to the program.

**Alternative Strategies:** Continue with current staffing.

**Cost (if applicable):** MA Step 1 – 3 \$51,065 - \$54,106 **Funding Source:** State ASTE Grant

**Beginning Date of Program or Project:** July 1, 2020

**Ending Date of Program or Project:** N/A

**Recommendation or Comment:** Move that the Board of Education create a 1.0 Full Time Equivalent School Counselor position funded by the Agricultural Sciences and Technology Education Grant.



\_\_\_\_\_  
Signature of Superintendent of Schools

**BOARD OF EDUCATION  
SOUTHINGTON, CONNECTICUT**

Informational Only \_\_\_\_\_ Board Meeting Date June 11, 2020

Decision Requested x Agenda Code 10 c.

**AGENDA REPORTING FORM**

**Agenda Topic:** Capital Region Education Council (CREC) Teacher Residency Program  
**Summary of Issue:** Participate in the CREC Teacher Residency Program for the 2020-2021 school year. (See attached description.)

**Background:** It is challenging to recruit and hire school professionals of color in Connecticut where only about 8% of certified staff represent that segment of the work force. Research shows that students of color perform better academically, socially and emotionally when they are taught by professionals who more closely resemble them in color, race and ethnicity and students of all races, ethnicities and color benefit from witnessing diversity among their teachers. The SPS Coalition for Social Justice has set a goal to help the District increase minority hiring. CREC has been a partner with the District over many years and CREC Senior staff actively participate as members of the Coalition. The opportunity to participate in this initiative arose directly from that partnership.

**Alternative Strategies:** Continue with current recruiting strategies.

**Cost (if applicable):** Consistent with Paraeducator Bargaining Agreement but on a 12-month basis

**Funding Source:** State Open Choice Grant

**Beginning Date of Program or Project:** July 1, 2020

**Ending Date of Program or Project:** June 30, 2021

**Recommendation or Comment:** Move that the Board of Education approve two 1.0 full time equivalent, twelve-month Teacher Resident positions as described in the attached documentation funded by the Open Choice Grant at the rate of pay proposed by the Administration.



\_\_\_\_\_  
Signature of Superintendent of Schools



Dear Superintendent,

We are pleased to have your commitment to participating in the CREC Teacher Residency Program as a proven strategy to hire and train minority recruits to become certified elementary school teachers. This program is designed so that you have a pipeline to support high performing staff with Bachelors degrees to move to the next level and join the ranks of full time teachers.

Research shows that when there are more teachers of color in the classroom, dropout rates decline, college admission rates increase, and all students experience achievement gains. The ***CREC Teacher Residency Program***, launched in summer of 2019, is not only specifically designed to eliminate the most common barriers to certification, it also equips candidates with the experiences and skills necessary to become highly effective teachers.

***The CREC Teacher Residency Program embraces a new approach:***

- ❑ Candidates work as residents for a full year under the mentorship of a master teacher.
- ❑ Residents receive full-time pay and full benefits during their residency.
- ❑ Residents take courses in elementary education taught by practitioners. Classes are held on weekends, evenings, and in the summer for 18 months beginning in June.
- ❑ Classes combine the highest-quality instruction with opportunities for authentic, hands-on, classroom-based learning experiences.
- ❑ Upon completion of training, all residents are guaranteed a full-time job teaching in an elementary school



On the following pages, we have laid out all the information needed to move forward. Please review and sign the MOU for Participation and return to Marlene Lovanio for CREC signature. If you have any questions, please reach out. We appreciate that you are joining us in this effort to provide a residency experience and guaranteed position in your schools while increasing the number of teachers of color in Connecticut's elementary schools.

Sincerely,

Dr. Greg Florio



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## CREC TEACHER RESIDENCY PROGRAM PARTNERSHIP AGREEMENT

**THIS CREC TEACHER RESIDENCY PROGRAM PARTNERSHIP AGREEMENT (this “PA”) is made effective as of the \_\_\_\_\_ day of \_\_\_\_\_ 2020 (the “Effective Date”) by and between CAPITOL REGION EDUCATION COUNCIL, a Regional Education Service Center established under the Connecticut General Statute 10-66a-n having a place of business and mailing address at 111 Charter Oak Avenue in Hartford, Connecticut 06106, (“CREC”); and DISTRICT, a State of Connecticut school district (the “District”).**

**WHEREAS, the CREC Teacher Residency Program is an alternative route to elementary certification programs that embraces a different approach to attract and retain minority teacher candidates (“Residents”), which program is more particularly described on Exhibit A attached here to and made a part hereof (the “Program”), and this PA describes the mutually accepted expectations of CREC and the District as to the District’s implementation of the Program in order to establish a pipeline to support high performing education staff with Bachelor’s degrees to move to the next level and join the ranks of full time teachers.**

**NOW, THEREFORE, in consideration of the mutual covenants and conditions hereinafter set forth, the parties hereby agree as follows:**

**1. AREAS OF RESPONSIBILITIES. CREC and the District agree that they shall each have the following areas of responsibilities:**

**The District shall have the following responsibilities:**

- 1. Fully support (\_\_\_\_) Residents from the hiring process through the completion of the first year as a certified teacher.**
- 2. Selection of appropriate candidates for application to the Program for Resident and Master Teacher (as such term is defined in Exhibit A hereto) positions. Candidates must meet the qualifications for the Resident or Master Teacher positions as described in the job descriptions set forth on Exhibit A attached hereto. Once selected, the District will provide the Program coordinator with the names of those candidates who will apply to the Program from the District.**
- 3. Determine salaries for Residents and Master Teachers.**
  - 1. Determine the employee classification for Residents and pay rate. Residents shall be paid an hourly rate for the same number of days and hours that teachers are required to work. The annual pay for a Resident should be a living wage and fall within the hourly rate of paraprofessionals or associate instructors and must include benefits.**
  - 2. Negotiate a stipend with the District teacher’s union for the Master Teacher commensurate with the expectations outlined in the Sample PA for Master Teachers.**



4. **Work collaboratively with CREC to select candidates for Resident and Master Teacher positions and adhere to the selection process set forth by CREC.**
5. **Complete hiring process for Residents and Master Teachers.**
6. **Provide compensation and benefits for Residents and stipend for the Master Teacher for the residency year.**
7. **Provide release time for Residents and Master Teachers to attend scheduled training and cohort meetings.**
8. **Provide a District central office contact who will be responsible for Program implementation, support, guidance and feedback. Work with the CREC Program coordinator on the supervision and evaluation of Residents and Master Teachers.**
9. **Offer Residents who have completed Program requirements a full-time position as an elementary school teacher.**

**CREC shall have the following responsibilities:**

1. **Work collaboratively with the District to select and hire candidates for Resident and Master Teacher positions.**
  2. **Meet with the District to determine training priorities with regards to teaching in the District's elementary school.**
  3. **Provide orientation and training for both Residents and Master Teachers prior to the residency year.**
  4. **Provide 14 months of courses at no charge to the Resident or District.**
  5. **Provide course materials and a chromebook (or equivalent) to the Resident at no charge to the Resident.**
  6. **Provide Program oversight by the Assistant Superintendent of CREC Magnet Schools and the Program Coordinator. CREC staff will observe instruction of Residents and the mentoring of Master Teachers, work collaboratively with District personnel to solve problems and attend to operating needs.**
  7. **Provide exam fees for the first time Residents for the taking of the Foundations of Reading, Praxis II and edTPA requirements.**
  8. **Provide fees for fingerprinting for all Residents enrolled in the Program.**
  9. **Report to District personnel regular progress of Residents and Program implementation in the District.**
2. **NATURE OF PA. This PA is intended to be an expression of the intentions of CREC and the District with respect to the District's implementation of the Program.**

**(Signatures Contained On Next Page)**



**[SIGNATURE PAGE TO CREC TEACHER RESIDENCY PROGRAM  
PARTNERSHIP AGREEMENT]**

**IN WITNESS WHEREOF, CREC and the District have hereunto set their hands and seals  
as of the day and year first above written.**

**CAPITOL REGION EDUCATION COUNCIL**

**By: \_\_\_\_\_**

**Greg J. Florio, Executive Director**

\_\_\_\_\_ **PUBLIC SCHOOLS**

**By: \_\_\_\_\_**

**Print Name: \_\_\_\_\_**

**Title: \_\_\_\_\_**



### **Job Description: Resident Openings for the 2020-2021 School Year**

The CREC Teacher Residency Program is an alternate route to elementary certification program focused on increasing educators of color in elementary schools in the Hartford Region. Resident candidates will be enrolled in rigorous coursework for 18 months and serve in a paid residency position in a master mentor teacher's classroom for the school year. Master Teachers will work side-by-side with their resident and be supported by the program coordinator for one academic school year to help Residents prepare for a successful career in education. The link to apply is below.

This is a residency position leading to certification.

The program requires residents to:

- serve in a resident position under the guise of a master teacher for the academic school year;
- complete 18 months of coursework running 6 weeks each summer ( must be available to attend **all** summer classes) and evenings during the school year;
- attend district and school-based professional development sessions;
- pass assessments (edTPA, Foundations of Reading Test and [Praxis II](#)) for Connecticut State certification 305 Elementary grades 1 - 6; and
- commit to a classroom teaching position upon successful completion of the program and certification

**Candidates must be available for coursework beginning June 2020.**

#### **Qualifications:**

- Demonstrated commitment to diversity in the field of education
- Bachelor's degree required including a minimum of 39 semester hours of credit in general academic courses: In five of the six areas listed below.
  - (1) English;
  - (2) Natural sciences;
  - (3) Mathematics;
  - (4) Social studies; and
  - (5) Foreign language; or
  - (6) Fine arts;
- Undergraduate GPA of 3.0 or greater\*

\*Candidates with an undergraduate GPA below a 3.00 may apply, but must complete a waiver request, here: <https://forms.gle/mDNVfasw2Ec4jPf49>

#### **Benefits -**

- Full-time pay plus benefits
- Elementary education certification
- Guaranteed teaching position in the fall of 2021 (upon successful program completion)



### Application Process:

To apply, submit application (**by following the link below**) and the following:

- Official Transcript\*\*
- **Three** letters of recommendation
- Résumé
- Score report from one of the following:
  - Praxis Core Mathematics, Reading and Writing tests; or
  - SAT, ACT or GRE
- Completion of three short answer essays (two pages maximum) Choose three prompts, listed below.

\*\*Candidates with an undergraduate GPA below a 3.00 may apply, but must complete a waiver request.

### Application Essay Questions:

- Describe your motivation and passion for educating children in an intentionally diverse organization in the Hartford Region.
- Describe the skills and experiences that will make you an exceptional elementary school teacher.
- Can you explain an experience with a peer / adult where you faced adversity and how you overcame that. How has this experience influenced you? Tell us your adversity story.
- What's important in educating today's youth?
- If you could borrow some characteristics and qualities from a favorite teacher of your past, which would you bring into your teacher practice? Why?
- What do you see as the biggest challenges facing public education today, and what would you do face these challenges?
- If you could give parting words of advice to a graduating 5th grade student of color in your school, what advice would you give?



## **CREC Master Teacher - Job Description:**

### **Qualifications:**

To be considered for a Master Teacher position, you must:

- Be a trained TEAM Mentor
- Be an elementary teacher in grades 1 - 5 in good standing,
- Must have 3 years experience as teacher in the participating district.
- Demonstrate a commitment to diversity in the field of education
- Adhere to the following program time commitment:
  - Attend an orientation and up to 2 days of training prior to the school year.
  - Host a Year 1 Resident in your classroom from the first day teachers report until the last day of the 2020-21 school year.
  - Meet with resident teacher prior to school year and weekly for planning and review of coursework
  - Support resident teacher in completing edTPA portfolio elements and preparing for assessments
  - Oversee and support student teaching experience

### **Working Conditions:**

Normal

### **Application Procedure:**

Submit application, and required supplemental information by April 10th:

- **Two** letters of recommendation. At least one of these letters is to be from a current administrator, who will include in his/her letter the intention to support the efforts of the candidate to meet the requirements of a Master Teacher.
- Résumé (including information about formal education beyond high school)
- Respond to the following two questions in less than 500 words-
  - Why do you think it is important to have diverse teachers in our classrooms?
  - What are the essential characteristics of a potential resident in this program?

### **Selection Procedure:**

Following a paper screening of all applicants, personal interviews will be conducted to determine which applicants will be selected for the next round. Successful candidates will be observed by the committee and debrief the observation and achievement data assignment. Selected individuals will be matched with a teacher resident. You will be notified if you are chosen for an interview.



Sample MOU for Master Teacher Stipend

Date \_\_\_\_\_

*District Name* and the *District Name* Education Association agree as follows:

I. In the creation of a new program called the CREC Teacher Residency Program the position of Master Teacher has been designated and will be described as follows:

A. The Master Teacher position, has the following qualifications:

- Be a trained TEAM Mentor
- Be a elementary teacher in grades 1 - 5 in good standing,
- Must have 5 years experience as a teacher and 3 years at *District Name*
- Demonstrate a commitment to diversity in the field of education

(b) The Master Teacher will adhere to the following program time commitment:

- Work with the Year 1 Resident (associate instructor) in their classroom during the contractual school day for 188 days per school year
- Meet with resident teacher prior to the school year (for up to 8 hours) and weekly after school (for up to 2 hours per week)

(c) The Master Teacher will be selected based on:

- review of application, resume, letters of resume and essays
- recommendation of the building administrator
- achievement data
- interview; and
- classroom observation

(d) The Master Teacher will have the following responsibilities:

- planning with the Year 1 Resident
- supervision and task assignment for the Year 1 Resident
- review of Resident's progress on coursework
- support of the Resident teacher in completing edTPA portfolio elements
- assistance in preparing the Resident for assessments for certification
- oversee and support the Resident's student teaching experience

(e) The Master Teacher will be compensated in two installments equaling \$\_\_\_\_\_ for one year. In the event that a Resident withdraws from the program, the Master Teacher will be compensated a pro-rated stipend based on date of withdrawal.

\_\_\_\_\_  
Signature *District Name*

Date \_\_\_\_\_

\_\_\_\_\_  
Signature *District Name* Education Association

Date \_\_\_\_\_



**Links to Important Documents:**

[Current Course of Studies](#)

[Resident Handbook](#)

[Master Teacher Handbook](#)

[Program Webpage and Link to Apply](#)

[FAQ's for Districts](#)

**Contacts:**

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