

Bethel Board of Education Regular Meeting

Thursday, December 20, 2012 7:00 PM

Board of Education Conf. Room E Central Office, 1 School Street, PO Box 253,
Bethel, CT 06801

1. Selection of Temporary Chairperson

2. Call to Order

2.A. Roll Call for Quorum

2.B. Pledge of Allegiance

3. Annual Meeting

3.A. Election of Officers

3.B. Appointments to Standing Committees

3.C. 2013 Board of Education Meeting Dates

4. Approval of Minutes

4.A. November 15, 2012

5. Correspondence

6. Board Recognition

6.A. Staff Health Assessment Participation

6.B. CAFE Awards for Excellence in Educational
Communication

7. Audience Participation

8. Administrative/Board Member Update

8.A. Briefing - Newtown Tragedy on December 14,
2012.

Speaker (s): Dr. Kevin
J. Smith,
Superintendent

8.B. NWEA Assessments

Speaker (s): Mrs.
Michelle Rutledge

8.C. Smarter Balanced Assessments

Speaker (s): Dr.
Janice Jordan and
Mrs. Michelle
Rutledge

9. Reports to the Board

9.A. Curriculum

9.A.1. Textbook Approval

9.A.1.a. Big Ideas Math for grades 6, 7, and 8
(2013 edition)

9.A.2. New Course Approval

9.A.2.a. Conceptual Physics

9.A.3. World Language Program Update

9.B. Personnel

9.B.1. Resignations

9.C. Finance

9.C.1. Bid Waiver

10. **Adjourn**

BETHEL BOARD OF EDUCATION - BRIEFING

(A Precise & Concise Overview)

Date: December 20, 2012

Presenter: Larry Craybas

Topic: *(The Purpose of the Briefing)*

Safety in Bethel schools following the tragedy at Sandy Hook Elementary

Importance to the Board: *(Why is this being brought before the Board)*

Student and staff safety is of paramount importance to the Board and it is our obligation to minimize and eliminate any and all threats to the safety of our students and faculty while they are in our schools or participating in school activities.

Key Points/Elements: *(The Briefing)*

- Analysis and assessment on the current status of school safety started last Friday after the lockdown ended
- Immediate action was taken to plug certain holes in our security curtain
- A safety consultant was brought in to help us look at our concerns and to point out changes and improvements we needed to consider
- Directives from Homeland Security, the SDE, the Governors office and from Federal authorities are being monitored so we can take advantage of their guidance and any financial support that may become available
- A meeting will take place on December 28th between the Bethel Police Dept., the First Selectman, the Superintendent of Schools and the Chairman of the BOE to chart a firm course for security enhancements in our schools, on our buses, and during outside activities attended by our students and staffs

Summary: *(Your Recap)*

The anticipated work which will involve analysis, assessment, corrective prescriptions, and executional oversight and requires the intimate involvement of BOE to fulfill our oversight responsibilities

Cost (i.e. all-in cost estimate):

At this time only commitment, time and talent

What is Requested of the Board:

(State the motion below if a formal action by the Board is required)

The Board is asked to approve the formation of a second Special Advisory Committee as allowed in Board By Law (#9133). This Special Advisory Committee will be charged to evaluate current school safety standards and practices, and to assist in the development and implementation of new and improved School Safety tools, programs and protocols. The Committee's specific charter will be developed following the December 28th meeting of the group identified above.

Recommended Motion: "That the Board"

approve the formation of a Special Advisory Committee on School Safety. This committee will report to the Superintendent of Schools and will regularly advise the BOE on the progress and implementation of new safety enhancements. Members will be asked to serve through the end of the current school year, i.e. June 30, 2013.

Please use Arial 10 when completing this document and do not use Bold font



TO: Bethel Board of Education
FROM: Larry Craybas, Chairman
DATE: December 20, 2012
SUBJECT: Committee Assignments 2013

CURRICULUM

Chair - Robin Renner

Scott Clayton
Melanie O'Brien
Ted Stevenson
Alternate - Kristen Lacey

FINANCIAL SUPPORT

Chair - Stuart Carlsen

Larry Craybas
Kristen Lacey
Scott Clayton
Alternate - Ted Stevenson

POLICY

Chair - Melanie O'Brien

Stuart Carlsen
Robin Renner
Ted Stevenson
Alternate - Scott Clayton

BUILDINGS & GROUNDS

Chair - Larry Craybas

Will Duff
Bryan Terzian
Kristen Lacey
Alternate - Robin Renner

COMMUNITY OUTREACH

Chair - Kristen Lacey

Will Duff
Robin Renner
Larry Craybas
Alternate - Melanie O'Brien

PERSONNEL & CONTRACTS

Chair - Larry Craybas

Ted Stevenson
Stuart Carlsen
Melanie O'Brien
Alternate - Bryan Terzian

AD-HOC

(On As needed basis)

TRANSPORTATION

TBD

FOOD SERVICE

TBD

EDUCATION CONNECTION

TBD

SPECIAL ADVISORY COMMITTEE

FAMILY SCHOOL PARTNERSHIP

Re-appointment - Janice Chrzescijanek, Chairwoman

SCHOOL SAFETY

Brian Terzian, Chairman

Members:

Larry Craybas

Scott Clayton

Melanie O'Brien



MEMORANDUM
Superintendent's Office
Bethel Board of Education

TO: Board of Education

FROM: Kevin J. Smith, Ph.D.

DATE: December 20, 2012

RE: **2013 Board of Education Meeting Dates**

In accordance with State Statute (Section 1-21), the following meeting dates for the year 2013 are submitted for your approval:

Board of Education Subcommittee Meetings 6:00 PM	Board of Education Regular Meetings 7:00 PM
Thursday, January 10, 2013	Tuesday*, January 22, 2013 (Budget Presentation)
	Thursday, January 24, 2013
	Thursday, January 31, 2013 (Budget Workshop)
Thursday, February 7, 2013	Thursday, February 7, 2013 (Budget Workshop)
	Thursday, February 14, 2013 (Budget/Approval)
	Thursday, February 21, 2013
Thursday, March 7, 2013	Thursday, March 21, 2013
Thursday, April 4, 2013	Thursday, April 25, 2013
Thursday, May 2, 2013	Thursday, May 16, 2013
Thursday, June 6, 2013	Thursday, June 20, 2013
	Thursday, August 22, 2013
Wednesday*, September 4, 2013	Thursday, September 19, 2013
Thursday, October 3, 2013	Thursday, October 17, 2013
Thursday, November 7, 2013	Thursday, November 21, 2013
Thursday, December 5, 2013	Thursday, December 19, 2013

*Meeting dates that are an exception.

All Board of Education meetings are held in the Board of Education Offices, Meeting Room E, Clifford J. Hurgin Municipal Center, 1 School Street, at 7:00 p.m. and Board of Education Subcommittee meeting evenings will begin at 6:00 p.m. (unless otherwise posted).

C: Board of Education	Board of Selectmen	website
Administrative Council	PTO Council	Media
BEA	Faculty Rooms	

Tentative minutes of the Bethel Board of Education Curriculum Subcommittee Meeting held on November 15, 2012, in Board of Education Conf. Room E.

Attendance: None

Administrative Attendance: J. Jordan, K. Smith

R. Renner, Chairman, called the meeting to order at 06:00PM.

Board Members Present: Attendance Taken at 6:00 PM:

Present Board Members:

Mrs. Melanie O'Brien

Mrs. Robin Renner

Mr. Ted Stevenson

Mr. Larry Craybas

Absent Board Members:

Mr. Scott Clayton

Mrs. Kristen Lacey - Alternate

1. Spanish 11 Course

Discussion:

To be recommended to Board for approval for course to be offered beginning Sept. 2013.

2. Quebec Exchange Program

Discussion:

To be recommended to Board for approval.

3. Audience Participation

Discussion:

None.

Meeting adjourned at 6:55 p.m.

Respectfully submitted,

Robin Renner

Recorder

Tentative minutes of the Bethel Board of Education Curriculum Subcommittee Meeting held on December 06, 2012, in Board of Education Conf. Room E.

Attendance: Allison Salerno, Clem Hollopeter

Administrative Attendance: J. Jordan, K. Smith

R. Renner, Chairman, called the meeting to order at 06:30PM.

Board Members Present: Attendance Taken at 6:45 PM:

Present Board Members:

Mrs. Melanie O'Brien

Mrs. Robin Renner

Mr. Ted Stevenson

Absent Board Members:

Mr. Scott Clayton

Mrs. Kristen Lacey- Alt.

Updated Attendance:

Mr. Scott Clayton was updated to present at: 6:45 PM

1. Textbook Review

1.A. Big Ideas Math for grades 6, 7, and 8 (2013 edition)

Discussion:

Reviewed and discussed textbook. Recommend to the full Board for approval.

2. New Course Review

2.A. Conceptual Physics

Discussion:

Reviewed course. Recommend to the full Board for approval.

3. Follow-up on Spanish 11

Discussion:

No additional textbooks needed for Spanish 11.

4. Follow-up on American History Rumor

5. Follow-up on Exchange Program

6. Audience Participation

None.

Meeting adjourned at 7:30 p.m.

Respectfully submitted,

R. Renner

Recorder

Tentative minutes of the Bethel Board of Education Regular Meeting held on November 15, 2012, in Board of Education Conf. Room E.

Attendance: None.

Administrative Attendance: K. Smith, J. Jordan, T. Yonsky, D. DeBlois, M. Rutledge, B. Germinaro, G. Lawlor, K. Gombos, D. Muharem

L. Craybas, Chairman, called the meeting to order at 07:00PM.

Board Members Present: Attendance Taken at 7:00 PM:

Present Board Members:

**Mr. Stuart Carlsen
Mr. Scott Clayton
Mr. Larry Craybas
Mr. William Duff
Mrs. Kristen Lacey
Mrs. Melanie O'Brien
Mrs. Robin Renner
Mr. Ted Stevenson
Mr. Bryan Terzian**

Updated Attendance:

**Mr. Scott Clayton was updated to present at: 7:05 PM
Mrs. Robin Renner was updated to absent at: 9:15 PM**

1. Call to Order

- 1.A. Roll Call for Quorum**
- 1.B. Pledge of Allegiance**

2. Approval of Minutes

- 2.A. October 11, 2012**

Motion Passed: Move to approve the minutes of October 11, 2012 - Special Meeting. Passed with a motion by Mr. William Duff and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Absent
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes

Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Abstain

3. Correspondence

Discussion:

- Letter from Dr. Smith to Mr. Rader, CABE, Exec. Director, regarding legislative proposals.
- Letter from CASBO regarding Theresa Yonsky, Director of Fiscal Services, appointment to liaison to Board of Directors of CASBO.
- Agreement between WCSU and the Bethel Public Schools.

4. Board Recognition

Discussion:

The Board thanked Mr. Charles Hurd for allowing the Bethel Middle School the use of his surrency for their recent musical production of "Oklahoma!"

5. Audience Participation

Discussion:

None.

6. Administrative/Board Member Update

6.A. College and Career Center/Naviance Report

Discussion:

Frank Tatto, School Counselor, Department Chairperson & Danielle Conley, College & Career Center Associate, reported to the Board on the use of Naviance and the Career Center's role in supporting BHS students, as well as the many activities and programs offered throughout the year.

Naviance and the College & Career Center are integral components of the comprehensive guidance program at Bethel High School. They are invaluable resources for post-high school planning.

6.B. Technology Plan Update

6.C. Introduction to Personalized Learning

Discussion:

Dr. Jordan reported to the Board on personalized student centered learning and updated the Board on the progress of the Technology Plan.

7. Reports to the Board

7.A. Curriculum

7.A.1. Spanish 11 Course

Motion Passed: Move to approve the Spanish 11 Course. Passed with a motion by Mr. Bryan Terzian and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen Yes

Mr. Scott Clayton Yes

Mr. Larry Craybas Yes

Mr. William Duff Yes

Mrs. Kristen Lacey Yes

Mrs. Melanie O'Brien Yes

Mrs. Robin Renner Yes

Mr. Ted Stevenson Yes

Mr. Bryan Terzian Yes

7.A.2. Quebec Exchange Program

Motion Passed: Move to approve the Quebec Exchange Program. Passed with a motion by Mr. William Duff and a second by Mr. Ted Stevenson.

Mr. Stuart Carlsen Yes

Mr. Scott Clayton Yes

Mr. Larry Craybas Yes

Mr. William Duff Yes

Mrs. Kristen Lacey Yes

Mrs. Melanie O'Brien Yes

Mrs. Robin Renner Yes

Mr. Ted Stevenson Yes

Mr. Bryan Terzian Yes

Motion to Amend Passed: To amend the motion from: "Move to approve the Quebec Exchange Program." to: "Move to approve the Quebec Exchange Program pending confirmation of background checks on host families." Passed with a motion by Mr. William Duff and a second by Mr. Ted Stevenson.

Mr. Stuart Carlsen Yes

Mr. Scott Clayton Yes

Mr. Larry Craybas Yes

Mr. William Duff Yes

Mrs. Kristen Lacey Yes

Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

Motion Passed: Move Mr. Terzian's suggestion to the policy committee to include in the Board's field trip policy language that clearly states proper background checks of host families be required. Passed with a motion by Mr. Bryan Terzian and a second by Mr. Scott Clayton.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Yes
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Yes
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

7.B. Facilities

7.B.1. 5-Year Capital Plan

Motion Passed: Move to approve the 5-Year Capital Plan. Passed with a motion by Mr. Bryan Terzian and a second by Mr. William Duff.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Yes
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes
Mrs. Robin Renner	Absent
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

8. Adjourn

Motion Passed: Move to adjourn at 9:23 p.m. Passed with a motion by Mr. William Duff and a second by Mr. Ted Stevenson.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Yes
Mr. Larry Craybas	Yes
Mr. William Duff	Yes
Mrs. Kristen Lacey	Yes
Mrs. Melanie O'Brien	Yes

Mrs. Robin Renner	Absent
Mr. Ted Stevenson	Yes
Mr. Bryan Terzian	Yes

Respectfully submitted,
Susan Pare
Board Recorder

**BETHEL HIGH SCHOOL
NAVAL JUNIOR RESERVE OFFICERS TRAINING CORPS
David W. Deakin Educational Park
Bethel, Connecticut 06801
(203) 794-8600 Ext. 122**

ESTABLISHED JULY 2002

UNIT ACHIEVEMENT AWARD 2003

NAVY DISTINGUISHED UNIT AWARD 2004 / 2005 / 2006 / 2007 / 2008 / 2009 / 2010 / 2011 / 2012

07 December 2012

From: Lt Commander Mark Dwinells USN (Ret)
To: All Concerned

Subj: BETHEL NAVY JROTC MILITARY BALL

On behalf of the Corps of 251 Cadets, I respectfully request your presence at the tenth annual Bethel High School Military Ball. Formal invitations will be mailed out in early January, but I ask that you please mark your calendar for Sunday, 17 February 2013. The ball will be held at the Aqua Turf Club in Plantsville, CT from 1630-2130.

Please note that the ball is a formal event and your time will be well spent. Last year, over six hundred cadets, parents, elected officials, veterans and VIP's attended and had a wonderful evening at a ceremony and venue that rivals formal balls held in Washington D.C. Beginning in 2004, our guests of honor have included U.S. Congresswoman Nancy Johnson, Attorney General (U. S. Senator elect) Richard Blumenthal, Major General Battaglini USMC, Admiral Haney the Commander of Naval Submarine Group Two, Connecticut Secretary of the State Susan Bysiewicz, Mrs. Linda McMahon, Sgt. Major of the Army Michelle Jones and Actor Mr. John Ratzenberger. This year the theme of the ball is "Celebrating Liberty" and we have invited U.S. Senator (Elect) Chris Murphy to be our guest of honor.

The mission of the Navy JROTC program is to prepare the youth of today for life's challenges. Here in Bethel, we pride ourselves on the pomp and ceremony of our military ball. The evening's ceremony will offer you the opportunity to see the cadets in action and take comfort in knowing that these cadets truly understand the value of their freedom and the price that was paid for it. The ball is an evening of time-honored traditions and formalities, which starts with a sword-arch honor guard, parading the colors, historic reenactments, parading the beef, ceremonial toasts, ceremonial cake cutting, and the final formality, the Commanders' Waltz which is followed by social dancing for all guests.

We hope that you will honor us with your presence.

If you would like to receive a formal invitation, please contact me at markdwinells@gmail.com with your name and address.

Very Respectfully,

Mark Dwinells

BETHEL BOARD OF EDUCATION

Briefing Summary

Date of Briefing to the Board:

December 20, 2012

Presenter:

Michelle Rutledge

Topic:

NWEA Assessments

Importance of this topic to the Board:

NWEA assessments are computer adaptive assessments that are administered to all Bethel Public School students in grades 2-11. MAP computerized adaptive assessments provide educators with detailed information to help meet each student's academic needs.

Key Points of the Briefing:

- NWEA's MAP assessments are computerized adaptive tests called Measure of Academic Progress, or MAP.
- When taking a MAP test, the difficulty of each question is based on how well a student answers all the previous questions. As the student answers correctly, questions become more difficult. If the student answers incorrectly, the questions become easier until the computer finds the appropriate level of challenge.
- Upon completion of the assessment, teachers have instant access to detailed reports on their students' strengths and areas for growth.
- Understanding each student's academic level gives teachers the opportunity to target instruction in order to better meet their needs.
- We are using the MAP tests in the area of mathematics, reading and language usage.

Summary of the Briefing:

Using NWEA's computerized adaptive assessments allows teachers to target instruction to meet individual student's needs. You can find additional information by visiting www.nwea.org.

Action Requested of the Board of Education:

(State the motion if requested)

Recommended Motion: "That the ..."

(Please use Arial 10 to complete this document. Do not bold.)

BETHEL BOARD OF EDUCATION

Briefing Summary

Date of Briefing to the Board: December 20, 2012

Presenters: Dr. Janice Jordan and Mrs. Michele Rutledge

Topic: Smarter Balanced Assessments

Importance of this topic to the Board: Critical

Key Points of the Briefing:

- SBA will be implemented in the 2014-15 school year; they will be pilot tested in 2013-14.
- SBA will replace the CMT and CAPT; there are stark differences in the make-up of SBA.
- SBA will measure students' achievement of the Common Core Standards in grades 3 through 8 and grade 11.
- The format of the test will be explained; it includes computer adaptive testing and performance tasks.
- The rigor of the Smarter Balanced Assessments will be explained and contrasted with the CMT and CAPT.
- If there is time, the BOE will experience an actual performance assessment.
- We have done and will continue to do extensive training on the Common Core Standards and on the expectations of SBA.

Summary of the Briefing:

The Board of Education will understand the basics of the Smarter Balanced Assessments and what they mean for our district in terms of curriculum, instruction, technology readiness, and formative and summative assessment.

Action Requested of the Board of Education:

None.

This is a critically important informational session for the Board to make them aware of the challenges ahead for the district. There are, and there will continue to be, budgeting implications related to changing curriculum, building stronger instructional skills, supporting teachers in classrooms, buying new instructional materials and texts, and assuring that we are technologically ready to administer the Smarter Balanced Assessments in Bethel.

Bethel Public School

Textbook or Instructional Resource Adoption Form

1. Title of Currently Used Textbook/ Instructional Resource:

**Grade 6—Connected Math II/Navigations/Groundworks
Grade 7—Connected Math II/Navigations/Groundworks
Grade 8—Connected Math II/Algebra 1**

2. Title of Proposed Textbook/ Instructional Resource:

***Big Ideas Math* for grades 6, 7, and 8 (2013 edition)**

3. Subject Area:

Mathematics

4. Grade Level: **Grades 6, 7, 8**

5. Author(s): **Dr. Ron Larson and Dr. Laurie Boswell**

6. Publisher: **Houghton-Mifflin**

7. Unit Cost of Textbook or Unit Cost of the Instructional Resource: **\$ 69.70**

8. Number of Textbooks/ Instructional Resource Materials Needed: **550**

9. Total Cost (including estimated shipping):

$$\text{\$ 69.70} \times 550 \times 8\% \text{ Shipping} = \text{\$41, 401.80}$$

10. What specific selection criteria were established by the Selection Committee for a new textbook or instructional material? (enumerate below)

- **Alignment to the Common Core State Standards**
- **On-Line Support for Students and Teachers (text and tutorials)**
- **Differentiated Ancillary Lessons**
- **Alternative Assessment Options (DOK 3 and 4)**
- **ELL On-Line Resources (Students will be read to and new words defined.)**

- **SRBI Intervention Support**
- **Enrichment Extensions for Advanced Students**
- **Connection to English/Language Arts CCSS (Writing, Speaking, Listening, Presentational Skills, and Reading)**
- **Focus on Relating Content to Real-World Situations**
- **Interdisciplinary Projects in Every Chapter**

11. List the names of the Selection Committee members:

Marie Jowdy, Clementine Hollopeter, Kelly Almeida, Dionne Basher, Lindsey Bowman, and Curriculum Coordinator, Alison Salerno

12. Has the Selection Committee carefully vetted this textbook/instructional resource using the established criteria?

Yes.

13. What other textbooks or instructional resources were reviewed during the selection process? (list them below)

***Digits* by Prentice Hall
Connected Math by Prentice Hall
Singapore Math by Singapore Math Incorporated**

14. Was **all or part** of the textbook or instructional resource **piloted** by teachers? (Describe the pilot procedure or explain why the textbook was not piloted.)

Specific teachers within the department have piloted these sections:

**Fractions, Decimals, and Percents in Grade 6
 Rational Numbers and Equations in Grade 7
 Solving Linear Equations in Grade 8**

15. What other school districts in our area or in Connecticut use this textbook or instructional resource?

Weston
 West Hartford
 Waterbury
 Enfield

Currently being reviewed by Wilton.

16. Summarize the reasons why this textbook or instructional resource is being recommended to the Board of Education for adoption.

Signature: Alison Salerno Date: 11/19/12

Proposal Originator—Mrs. Alison Salerno

Signature: Derek S. Muharem Date: 11/19/12
School Administrator—Mr. Derek Muharem

Signature: Janice M. Jordan Date: November 19, 2012
District Administrator—Dr. Janice Jordan

CERTIFIED STAFF RESIGNATIONS

2012-2013 SCHOOL YEAR

NAME	RESIGNATION DATE	HIRE DATE	REASON	LOCATION	ASSIGNMENT
Heather Hufnagel	11/20/2012	5/23/2006	Resignation Not Returning from CRL	High School	Social Worker
Diane Dean	12/1/2012	8/17/2007	Resignation Not Returning from MLA	Johnson School	Special Education Teacher
Danielle Bemonte	12/10/2012	6/28/2001	Resignation Medical	Middle School	English Teacher
Board Meeting:	December 20, 2012				