

Regular Board template

Wednesday, June 1, 2011 7:00 PM

Board of Education Auditorium, 129 Church Street, Bristol, CT 06010

1. **Call to Order, Pledge of Allegiance, Moment of Silence**

2. **Approval of Minutes of the May 4, 2011 Regular Meeting**

3. **2012 Bristol Teacher of the Year**

4. **Staff and Student Recognition**

5. **Committee Reports**

6. **Consent Agenda**

6.1. Personnel

6.1.a. Administrator Resignation - Effective June 30, 2011

6.1.b. Teacher Retirement Eligible for the Retirement Incentive Effective June 30, 2011

6.1.c. Teacher Resignation - Effective June 30, 2011

6.1.d. Teacher Resignation From an Unpaid Leave of Absence Effective June 30, 2011

6.1.e. Teacher Requests for Unpaid Leave of Absence

6.1.f. Coaching Resignation

6.2. Grants

6.2.a. IDEA Section 611

6.2.b. IDEA Section 619

7. **Public Comment**

8. **Deliberated Items**

8.1. EF Educational Tour to Spain

8.2. TEAM Mentors/Cooperating Teacher Applicants

8.3. Bid Proposal for Transportation Software for the Board of Education

8.4. Healthy Food Certification Statement

9. **Curriculum Revisions**

9.1. Communication Skills for the 21st Century 1 & 2 - Second Reading

9.2. English Foundations II - Second Reading

10. **Textbook Adoption**

10.1. World Languages - Spanish I Textbook

10.2. Grade K, 2 and 4 Mathematics Textbook -
First Reading

10.3. Calculus Textbook

10.4. Accounting 1 & 2 Textbook - First
Presentation

10.5. Communication Skills for the 21st Century
1 & 2 Textbook - First Presentation

11. **Old Business**

12. **New Business**

13. **Building Committee Reports**

14. **INFORMATION**

Presenter: Barbara
Doyle

15. **VOTE TO CONVENE INTO EXECUTIVE SESSION for the
purpose of discussing:**

Presenter: Barbara
Doyle

16. **Reconvene Into Public Session**

Presenter: Barbara
Doyle

17. **Adjournment**

Presenter: Barbara
Doyle

BOARD OF EDUCATION
Bristol, CT
Regular Meeting – May 4, 2011

The regular monthly meeting of the Bristol Board of Education was held on Wednesday, May 4, 2011 at 7:00 p.m., at the Board of Education Administration Building, 129 Church Street, Bristol, Connecticut.

PRESENT: Commissioners Margaret L. Bonola, Orlando J. Calfe, Jr., Amy D. Coan, Barbara Y. Doyle, Sherry Turcotte, Karen Vibert, Christopher Wilson; Philip A. Streifer, Superintendent of Schools, Susan Kalt Moreau, Deputy Superintendent of Schools, Dennis Bieu, Human Resources Director

EXCUSED: Commissioners Julie M. Luczkow and Thomas P. O'Brien; Cliff Block, City Council Liaison

CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE

Chairman Doyle called the meeting to order at 7:01 p.m. and invited the audience to join her in reciting the Pledge of Allegiance.

APPROVAL OF MINUTES

On motion of Commissioner Turcotte seconded by Commissioner Vibert, it was unanimously

VOTED: That the minutes of the April 6, 2011 Regular Meeting be approved as written.

COMMITTEE REPORTS:

Student Achievement Committee

Commissioner Wilson reported that the committee met on April 15th and the first reading of four curricula was given; Mathematics Grades K, 2, and 4, Spanish I, Journalism and Civil Engineering and Architecture will appear later on the agenda for a second reading.

Finance Committee

Dr. Moreau reported that the committee met on April 26th. The first item on the agenda was the cafeteria budget; that item will appear later on the agenda for a vote. The committee has come up with a plan moving that will alleviate a deficit. The other agenda item was the pending budget reductions; no decisions were made. The committee will need to meet again to make those decisions.

CONSENT AGENDA

PERSONNEL:

Teacher Retirement Eligible for the Retirement Incentive Effective June 30, 2011

On motion of Commissioner Bonola seconded by Commissioner Turcotte, it was unanimously

VOTED: That the Board of Education approve the following Teacher Retirement Eligible for the Retirement Incentive Effective June 30, 2011:

Michelle Peterson – BCHS – Art

Coaching Appointment

On motion of Commissioner Bonola seconded by Commissioner Turcotte, it was unanimously

VOTED: That the Board of Education approve the following Coaching Appointment:
Edward Riccio – Baseball Coach – NEMS – Effective 3/28/11

Volunteer Coaching Appointment

On motion of Commissioner Bonola seconded by Commissioner Turcotte, it was unanimously

***VOTED: That the Board of Education approve the following Volunteer Coaching Appointment:
Jenna Michaud – Softball Program – NEMS – Effective 4/20/11***

Superintendent Report

Staff Award Recipients

Dr. Moreau presented the 2011 Staff Awards Recipients. Each year the Board of Education selects staff members who go above and beyond the expectations of their job description to be honored with a Staff Award. A dinner in their honor will be held on May 18, 2011 at 5:30 p.m. Listed below are the award recipients, those present were asked to stand to be recognized.

AWARD RECIPIENTS:

Special Board Recognition:

Gary Maynard - *present*

1st Time Awardees:

James Antonucci – Instrumental Teacher – Bristol Eastern High School

Jennifer Benson – Literacy Teacher, Jennings School - *present*

Kara Caron – Language Arts Teacher – Northeast Middle School - *present*

Maria Chora – Grade 5 Teacher – O’Connell School - *present*

Maria Freitag – Library Media Specialist – Chippens Hill Middle School - *present*

Elizabeth Girard – Kindergarten Teacher – Greene-Hills School - *present*

Anne Gobes – Early Childhood Supervisor – Board of Education

Vito Hernandez – Building Paraprofessional – Bristol Central High School- *present*

Laurie LaRue – Grade 1 Teacher – Edgewood School - *present*

Jennifer Pace – School Psychologist – Ivy Drive School - *present*

Tracie Sinkwich – Literacy Coach – Hubbell School - *present*

Alan Theriault – Grade 3 Teacher – Stafford School

Patricia Zadrozny – Library Media Clerk – South Side School - *present*

Professional Learning as Inquiry Presentation

Denise Carabetta, Dr. Barry Sheckley, and Dr. George Allen from UCONN introduced the Professional Learning as Inquiry Project. With the help of Mr. Shackley and Mr. Allen, teachers and administrators have been engaged in professional learning through an inquiry model. This presentation will focus on how inquiry is used in professional learning and the resulting improvements in student learning.

Principals and Administrators presented the work that has been done at the following schools Edgewood, Greene Hills, Jennings, South Side, Chippens Hill, Northeast Middle School and Memorial Boulevard Middle Schools. Some the practices being used were an 8th grade project - "Northeast Giving Back", a Statement of Excellence, Reciprocal Teaching and Physical Education programs , such as “Club MBS”. Other goals included improving reading performance among 1st graders, use of multiple learning modules and teachers already familiar with inquiry working on identifying the "magic" of this model.

The Board thanked the presenters, for their presentation dedication to this project. Dr. Streifer reiterated that this is ground breaking work and thanked Dr. Sheckley and Dr. Allen for conducting their research in Bristol. Dr. Streifer also thanked Denise Carabetta and the Office of Teaching and Learning for all of the work they contributed to this project.

Teacher Evaluation Report

Dennis Bieu presented the Teacher Evaluation Report. Mr. Bieu wanted to remind the Commissioners that the Board implores an intense process for evaluating both tenured and non-tenured teachers and administrators. The process involves observation, evaluation schedules, professional growth plans, mutual goal setting and profession reflection. Mr. Bieu described how teachers and administrators move through the various levels and how they are evaluated.

PUBLIC COMMENT

No members of the public wished to address the Board.

DELIBERATED ITEMS**Bid Proposal for Redistricting Consultant**

Dennis Bieu presented the Bid Proposal for a Redistricting Consultant. A Request for Proposals was issued to solicit proposals for redistricting consultant services. Five proposals were received. A committee comprised of Christopher Wilson, Cliff Block, Dr. Susan Kalt Moreau, Roger Rousseau, and Dennis Bieu selected three firms to interview. The firm of Milone & MacBroom, Inc. was the unanimous choice of the committee.

On motion of Commissioner Wilson, seconded by Commissioner Turcotte it was unanimously

VOTED: That the Board of Education approve the selection of Milone & MacBroom, Inc. for contract 2P11-075, professional services to redistrict Bristol Schools for an amount not to exceed \$74,360.

Enrollment Update

Mr. Bieu presented the Quarterly Enrollment Update. There are favorable class sizes at the elementary level. The district is down 32 middle school students and down 72 high school students; even with those numbers the district has 32 less students than we did last year at this time. The current kindergarten registration is going well. There have also been 13 additional students out placed, that number reflects a time period from October to present; those growing numbers will continue to be issue for the district.

Elementary and Secondary Summer School Offerings – Summer 2011

Denise Carabetta presented the Elementary and Secondary Summer School Offerings. Bristol offers a variety of Summer School programming for students in kindergarten through grade 12.

Elementary:

Enrichment: These courses provide enrichment activities for elementary students. Enrichment courses are self-supporting. Tuition pays instructor salaries. The Director and secretary salaries are funded from the Board of Education budget. This program will be held at Ivy Drive School.

Middle School:

District Program: This program offers the opportunity for students to make up courses for which they did not receive a passing grade. Grade 6-7-8 students required to make-up courses attend on a non-tuition paying basis. The Director of Secondary Summer School, the secretary positions, and teacher salaries for grade 6-7-8 make-up classes are funded by the Board of Education budget. This program will be held at Bristol Eastern High School.

High School:

Courses offered in this program allow students to obtain credit for courses not successfully completed during the academic year. Grade 9 and 10 students required to make-up courses attend on a non-tuition paying basis. The Director of Secondary Summer School, the secretary position and teacher salaries for grade 9 and 10 make-up classes are funded by the Board of Education budget. Students pay tuition for grade 11 and 12 classes. This program will be held at Bristol Eastern High School.

Elementary and Secondary Summer School Offerings – Summer 2011 – con't

Discussion followed regarding elementary payment options and use of a Virtual Learning model.

On motion of Commissioner Turcotte seconded by Commissioner Bonola it was unanimously

VOTED: That the Board of Education approve the Elementary and Secondary Summer School Offerings – Summer 2011

Exchange Trip to Italy

Since the spring of 2006, Bristol students have enjoyed an active exchange with the linguistic high school G. Noldi in the city of Fan. In the 2011-2012 school year, we are expecting the arrival of another group of Italian students. Bristol Central is requesting permission to travel to Italy from Friday night November 4, 2011 – Friday November 11/Saturday, November 12, 2011. While here, the Italian students attend classes with our students and enjoy daytrips to local attractions. We are requesting permission to go to Italy to continue with this educational exchange. While there, our students will attend classes with their Italian hosts and will visit sites of historical and cultural importance. We will return on 11/11-12 and will be back in school on Monday, 11/14. Students will leave from BCHS on Friday, November 4th after school, time to be determined based on flight schedules. We cannot travel during February or April vacation because our exchange school is a sister school with a California school and they will be conducting their exchange during our break.

On motion of Commissioner Turcotte seconded by Commissioner Vibert it was unanimously

VOTED: That the Board of Education approve the Bristol Central High School Exchange Trip to Italy from November 4, 2011 – November 11/ 12, 2011.

Parent Conference Schedules and Marking Period Close Dates for 2011-2012 and 2012-2013

Denise Carabetta presented the Parent Conference Schedules and Marking Period Close Dates for 2011-2012 and 2012-2013. Parent-teacher conferences are scheduled for the fall and spring at the elementary, middle and high school levels. The school year is divided into three marking periods for the elementary and middle school students and four marking periods for high school students. This creates marking periods of approximately 60 days and 45 days for grades K-8 and 9-12 respectively. The schedule is similar to past years.

On motion of Commissioner Wilson seconded by Commissioner Turcotte it was unanimously

VOTED: That the Board of Education approve the Parent Conference Schedules and Marking Period Close Dates for 2011-2012 and 2012-2013.

TEAM/Mentoring/Cooperating Teachers Applicant

Denise Carabetta presented the TEAM/Mentoring/Cooperating Teachers Applicants. Teachers trained to serve as TEAM (Teacher Education and Mentoring) mentors and cooperating teachers provide assistance and support to student teachers and first year beginning teachers in the district in areas such as lesson design and classroom management and provide feedback and support in the areas of instructional planning and student assessment. Cooperating teachers are those teachers who are trained to work with student teachers. We need to increase the number of cooperating teachers in the district in order to meet the need of student teachers. Mentors must be assigned to first-year teachers to provide mentoring and support to newly certified teachers; this program is required by the State Department of Education. Principals recruit teachers to apply to be a TEAM mentor/cooperating teachers; the applications are reviewed by the TEAM Coordinating Committee. The following teachers were approved by the TEAM Coordinating Committee and are recommended to be TEAM Mentors/cooperating teachers. Approved teachers must attend a three day training program and update their training every three years.

TEAM/Mentoring/Cooperating Teachers Applicant – con't

Teacher	Assignment
Sharon Dixon	Grade 5, Hubbell Elementary
Alissa Keane	Grade 5, Greene-Hills Elementary
Mary-Katherine Miller	Language Arts, Northeast Middle School
Corey Nagle	Science, Chippens Hill Middle School
Sherry Ontko	Special Education, Northeast Middle School
Neil O'Rourke	Grade 5, Stafford Elementary
Kristin Ortolani	Grade 1, Hubbell Elementary
Amy Sarantides	Grade 2, Hubbell Elementary
Walter Lewandoski	Elementary Art

On motion of Commissioner Wilson seconded by Commissioner Turcotte it was unanimously

VOTED: That the Board of Education approve the listed TEAM/Mentoring/Cooperating Teachers Applicants.

Waiver of Student and Teacher Dress Code

Dr. Moreau presented the Waiver of Student and Teacher Dress Code. Chippens Hill, Bristol Central, Memorial Boulevard and Greene-Hills Schools are requesting permission for their Odyssey of the Mind Clubs to be allowed to sponsor a hat and jean "Spirit Day" to raise funds to offset the cost of their trip to the 32nd Odyssey of the Mind World Finals from May 26 to May 30, 2011 at the University of Maryland, College Park. Students participating in "Hat Day" will be asked to donate one dollar and staff participating in "Jean Day" will be asked to donate five dollars.

On motion of Commissioner Wilson seconded by Commissioner Turcotte it was unanimously

VOTED: That the Board of Education approve the Waiver of Student and Teacher Dress Code to raise funds for the Odyssey of the Mind Clubs trip to the World Finals.

Dr. Streifer suggested that we amend the motion to include all of the schools in the district.

On motion of Commissioner Wilson seconded by Commissioner Turcotte it was unanimously

VOTED: That the Board of Education amend the previous motion to allow all schools to waive the Student and Teacher Dress Code to raise funds for the Odyssey of the Mind Clubs trip to the World Finals.

Curriculum Revisions**New Curriculum Civil Engineering and Architecture – Second Reading**

Dr. Richard Gagliardi presented the new Civil Engineering and Architecture Curriculum. Engineering teachers have completed curriculum work to meet standards for another Project Lead the Way course in Civil Engineering and Architecture. The course is scheduled to be offered at both high schools next year.

On motion of Commissioner Wilson seconded by Commissioner Turcotte it was unanimously

VOTED: That the Board of Education approve the new curriculum for Civil Engineering and Architecture.

Grades K, 2 and 4 Mathematics Curriculum – Second Reading

Marlene Lovanio presented the Grades K, 2 and 4 Mathematics Curriculum. The elementary mathematics curriculum for Grades K - 2 was last revised in 2002. Grade 4 was revised in 2010.

- Since 2010, the Connecticut State Department of Education has released new standards for mathematics, the Common Core State Standards (CCSS) in Connecticut. Assessments are being developed for the 2014-2015 school year. The curriculum needed to be revised to align with the CT Standards.
- The curriculum was written to follow the format and guidelines recently set by Bristol for developing new curriculum to guide the teaching and learning process.

The document submitted here is based on work by the Grade K, 2 and 4 Curriculum Committees which included Karen Nestico, Ann Marie Spinelli, Debra Vitale and Marlene Lovanio. In addition, most all Grades K, 2 and 4 attended a curriculum preview meeting and were able to provide feedback.

On motion of Commissioner Wilson seconded by Commissioner Turcotte it was unanimously

VOTED: That the Board of Education approve the Grades K, 2 and 4 Mathematics Curriculum.

Journalism Curriculum

Pamela Brisson presented the Journalism Curriculum. An English Department request to update a course textbook and the recent release of the Common Core State Standards led to a revision of the Journalism curriculum. Before reviewing a new textbook, it is effective practice to review curriculum, since the former should not define or dictate the latter.

Therefore, three journalism teachers from Bristol Central and Bristol Eastern worked collaboratively to review and revise curriculum for the semester-long course. They took this opportunity to incorporate standards articulated in the Common Core State Standards of English Language Arts that will help address Bristol's Tier I goal of preparing all students for college.

In particular, in their study of journalism, students will practice the following CCSS standards:

- research to build and present knowledge;
- gather relevant information from multiple authoritative print and digital sources... avoiding plagiarism and overreliance on any one source;
- conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject, demonstrating understanding of the subject under investigation;
- produce and distribute writing.

To address ethical issues that undergird the practice of journalism, the revised curriculum also holds students to standards found in the Journalism Education Association's Standards for Journalism Educators, which teach students about rights and responsibilities embedded in the First Amendment of the U.S. Constitution. Once the curriculum revision is approved, the process of reviewing updated textbooks will begin.

On motion of Commissioner Wilson seconded by Commissioner Turcotte it was unanimously

VOTED: That the Board of Education approve the Journalism Curriculum.

Spanish I Curriculum

Pamela Brisson presented the Spanish I Curriculum. It has been a practice of the Bristol Office of Teaching and Learning to maintain the rigor and relevance of the district's curriculum by revising it on a regular basis. Such was the case with the Spanish I curriculum, last revised in the 2005-2006 school year. This spring, Spanish teachers from both Bristol Central and Bristol Eastern worked collaboratively to

Spanish I Curriculum – con't

review each unit of the curriculum, their objective to infuse the type of rigor that would address the district's heightened expectations, a Tier I goal, that all students be well prepared for college. As a result, students will learn more sophisticated grammar and will gain an updated perspective of Spanish culture. This revision will also enhance the use of Spanish instruction as a vehicle for interdisciplinary literacy instruction, especially in the areas of reading for information, writing, and editing -- skills not only tested on CAPT and on the SAT but also linked to success in various academic areas. This revision will also allow teachers to better meet the needs of Bristol's native speakers of Spanish.

On motion of Commissioner Wilson seconded by Commissioner Turcotte it was unanimously

VOTED: That the Board of Education approve the Spanish I Curriculum.

Old Business**2011-2012 Cafeteria Budget**

Dr. Moreau presented the Revised 2011-2012 Cafeteria Budget. At the April Board of Education meeting, Commissioners requested a review of the budget that was presented to avoid another deficit budget. Additional revenue needed to balance the budget will come from an increase in the student lunch price by .25 [to \$3.00 Grades 1-8, \$3.25 Grades 9-12) and an increase in the adult meal price by .50 [to \$3.50].

On motion of Commissioner Turcotte, seconded by Commissioner O'Brien it was unanimously

VOTED: That the Board of Education approve the Revised 2011-2012 Cafeteria budget.

New Business

There was no New Business to come before the Board.

Building Committee Reports**West Bristol School Committee**

Commissioner Wilson reported that the committee met and heard an architect's report and everything is progressing well. The architects are working on Fixtures, Furniture, and Equipment; those lists should be ready in late December or early January. These lists will outline all of the items that will be used throughout the new building. They are working with various departments to ensure that everything is accounted for. The committee also met with the Construction Manager and reviewed the project; they are a little ahead of schedule. The Foundation and the slab should have been completed by the end of the month, the plumbing and sewer is connected as well as temporary electricity. There will be a hold back in steel, due to a delay in the shop drawings. There was also wind damage on the hill and some wiring and other things blew over. 17 wells have been drilled thus far for the geo-thermal wells, and during that process some silt was disturbed, it is not unexpected, and it is being taken care of it. The next and all subsequent meetings will be held at the site.

Forestville School Committee

Dr. Moreau reported that similar things are occurring at the Forestville School. They too are working on the Fixtures, Furniture, and Equipment portion of the project. Dr. Moreau thanked the Teaching and Learning Department for all of their work in outfitting the rooms with large and small wares; it is a daunting task. The committee has just approved the hiring of a Move Management Company. They will be awarding a contract soon. They will work with both buildings. They are responsible for taking inventory of all the existing materials in our current buildings and will decide whether they will go to surplus, what goes to trash and what is repurposed at other schools. They will also track all the materials

Forestville School Committee – con't

that will arrive for the new buildings and ensure proper placement. A ground breaking ceremony has been scheduled for May 16th at 11:30 on the site.

INFORMATION

As the Liaison to Bristol Eastern, Commissioner Vibert informed the Board that Bristol Eastern is hosting a Grammy Award Winning Pianist, Arturo O'Farrill. This program has been organized by Staff Award winner James Antonucci. Mr. O'Farrill will also be conducting clinics with the students the day before the concert. The free concert will be held June 8th at 8:00 p.m. Along with Arturo O'Farrill the concert will feature the Chippens Hill Jazz Band, Bristol Central Jazz Band, the Bristol Eastern Latin Jazz Band and the Eastern Jazz Band.

Commissioner Wilson reported on the CREC meeting. The group met with a lobbyist from CAFE, Patrice McCarthy. She reported to the group that she had just returned from Washington where she had met with the Education Department; there is going to be a 2% cut in the elementary and secondary education budget, a third phase of the Race To the Top Grant has been approved as well as discussion regarding the reauthorization of what is formerly known as NCLB, which is now being called its old name Elementary and Secondary Education Authorization. CREC has also created a cohort the Special Education Cross Endorsement. It would be an Alternative Route to Special Education Certification, it will start on May 11th. There is a luncheon for the Business Managers on May 24th. There was also discussion about common calendars across the districts. 35 superintendents were queried and only 17 responded. C

Dr. Streifer made note of the art work that is displayed throughout the Board of Education building. The work is amazing and he thanked Lori Eschner and her faculty for the work that they do with our students.

CONVENE INTO EXECUTIVE SESSION

There being no further business to come before the Board and

On motion of Commissioner Turcotte and seconded by Commissioner Bonola it was unanimously

VOTED: That the Board of Education convene into Executive Session for the purpose of discussing Student Expulsions. (8:52 p.m.)

EXECUTIVE SESSION

PRESENT: Commissioners Margaret L. Bonola, Orlando J. Calfe, Jr., Amy D. Coan, Barbara Y. Doyle, Sherry Turcotte, Karen Vibert, Christopher Wilson; Philip A. Streifer, Superintendent of Schools Susan Kalt Moreau, Deputy Superintendent of Schools, Dennis Bieu, Human Resources Director

EXCUSED: Commissioners Julie M. Luczkow and Thomas P. O'Brien; Cliff Block, City Council Liaison, Director, Denise Carabetta, Director of the Office of Teaching and Learning and Kim Hapken, Director of Special Services.

The Board of Education convened into Executive Session and the meeting was called to order. ***(9:05 p.m.)***

STUDENT EXPULSIONS

An update of three student expulsions was conducted.

RECONVENE INTO PUBLIC SESSION

On motion of Commissioner Turcotte seconded by Commissioner Vibert it was unanimously

VOTED: The Board of Education reconvene into Public Session to vote on any items discussed in Executive Session. (9:35 p.m.)

ADJOURNMENT:

On motion of Commissioner Turcotte seconded by Commissioner Vibert it was unanimously

VOTED: That the Board of Education meeting be adjourned (9:35 p.m.)

Respectfully Submitted:

Susan P. Everett

Susan P. Everett
Executive Secretary
Bristol Board of Education

DRAFT