

## **Regular Board template**

Wednesday, October 3, 2012 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 - September 12, 2012 - Regular Meeting**

3. **Committee Reports**

4. **Superintendent Report**

5. **Consent Agenda**

5.1. Personnel

5.1.a. New Teacher Hired - Effective September 10, 2012

5.1.b. A-2 Teacher Appointment

5.1.c. A-3 Teacher Appointment - Effective September 6, 2012

5.1.d. Teachers Recalled From Layoff

5.1.e. Teacher Request for an Unpaid Leave of Absence

5.1.f. Coaching Resignations

5.1.g. Coaching Appointments

5.2. GRANTS

5.2.a. 21st Century Community Learning Centers Grant

5.2.b. Greene-Hills School FRC Grant

5.2.c. People Empowering People Grant

5.2.d. Quality Enhancement Grant for South Side & West Bristol FRCs

6. **Public Comment**

7. **Deliberated Items**

8. **Old Business**

8.1. City Council Correspondence Regarding Stafford School Property

9. **New Business**

10. **Building Committee Reports**

11. **INFORMATION**

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

13. **RECONVENE INTO PUBLIC SESSION**

14. **Adjournment**

**BOARD OF EDUCATION**  
Bristol, Connecticut  
**Regular Meeting – September 12, 2012**

The regular monthly meeting of the Bristol Board of Education was held on Wednesday, August 15, 2012, at 7:00 p.m., at the Board of Education Administration Building, located at 129 Church Street, Bristol, Connecticut.

**PRESENT:** Commissioners: Lawrence Amara, Karen Bourassa, Genard Dolan, Jill Fitzgerald, Karen Hintz, Jeffrey Morgan, Thomas O'Brien, Karen Vibert, Christopher Wilson; Ellen W. Solek, Superintendent, Susan Kalt Moreau, Deputy Superintendent, Dennis Bieu, Director of Human Resources and David Mills, City Council Liaison

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE**

Chairman Wilson called the meeting to order at 7:04 p.m. and invited the audience to join him in reciting the Pledge of Allegiance. A moment of silence was observed for Agnes Schultz, Assistant to the Superintendent, Carl Magnuson.

**APPROVAL OF MINUTES**

On motion of Commissioner Morgan, seconded by Commissioner Fitzgerald, it was

***VOTED: That the minutes of the August 15, 2012 Regular Board of Education meeting be approved as written.***

Chairman Wilson declared the motion **PASSED** with seven commissioners in favor of the motion, and Commissioners Bourassa and O'Brien abstaining.

**Committee Reports**

**Student Achievement**

Commissioner Amara reported that the committee met on August 23, 2012. The School Counseling curriculum was presented for a first reading. This curriculum is on tonight's agenda for a second presentation. The next meeting of the Student Achievement Committee is scheduled for Thursday, October 18, 2012 at 6:30 p.m. in Room 36.

**Finance Committee**

Commissioner Vibert reported that the committee met earlier this evening and as of today the budget looks favorable. Gary Franzi has indicated items that may impact the budget, but we will continue to watch them. The committee plans to meet every month before the regular Board of Education meeting. Munis training will hopefully be starting soon. Mr. Franzi is also working on the chart of accounts which will be an invaluable tool for the district and the Board of Finance.

**Superintendent Report**

**Comprehensive Review of the 2012-2013 School Opening**

Dr. Solek reported that the focus of this year's convocation, held Monday, August 27th was to provide a motivational start of the year opportunity for all staff. Chairman Wilson spoke as well as Mayor Ward. The morning also featured musical performances by Principal Bob Garry and Chippens Hill teacher Latanya

### Superintendent Report – CON’T

Farrell. She sent acknowledgements to Food Service and Custodial/Maintenance Staff, Jeanine Audette, Sue Moreau, and Susan Everett for all that they did to organize and prepare for the event.

### Transportation

Given the enormous amount of transition that the board and the district have incurred over the last 6-12 months including the opening of two brand new schools, the redistricting of students and staff, and the hiring of new district leadership, and the installation of new bus routing software, the beginning of the school year brought with it some significant challenges regarding busses and in-district transportation. Greg Boulanger, Transportation Director reports that additional office staff, mid level managers, department heads as well as several additional First Student employees banded together to get our students to and from school safely. There are still some concerns over transport times and route direction and that will be addressed after the last critical items are tended to. We have made the largest stride in the last 72 hours.

We are grateful for the patience of parents and staff as we work through the remaining issues during this first full week of school. Members of First Student and district administration will hold a debriefing meeting to examine ways that we can improve the system in the upcoming months.

### Class Size

22 staffing reductions made to this year’s budget has resulted in some larger class sizes this year.

Kgn.	1	2	3	4	5	K - 5
18.8	20.1	19.4	22.2	21.3	23.2	20.7

Range	15-22	16-23	16-22	18-25	18-26	20-26

Middle School Class sizes range between 21 and 28 students per class. The board will be provided with a detailed breakout of district-wide class size data at the October BOE meeting.

### Middle School Intramurals

Middle School Intramurals will begin on September 24th. A total of 20 teachers are committed to running fall intramural activities. Student sign-up sheets are being sent home with MS students this week. All slips are due back by Monday September 17th. Teachers running fall Intramurals will meet on September 18th to discuss enrollment, rules for the culminating jamboree, and access to coaching permit information. Intramural activities include flag football, soccer, volleyball and a running club .

### Board of Finance Report

The Board of Finance met on August 28th. In attendance were Supt. Ellen Solek, Deputy Superintendent Sue Moreau, and Business Manager Gary Franzi. During the meeting, the BOF voted to approve and to forward to the Joint Board the following items:

1. Superintendent request to appropriate \$219,000 – as funded by Excess Cost Grant Funds for parochial school transportation
2. Superintendent request to appropriate approximately \$110,000 from 2011-12 end-of-year budget surplus fund for upgrades to the Munis Software system, including training for district and related city personnel

### Meeting with Greene Hills PTA

Met last night about 100 parents speak briefly and did Q & A, thanked administration and parents for the invitation.

## **Superintendent Report – CON’T**

### **Alliance District Grant**

Last Monday morning, we received notification from the state that we are one of only four school districts in the state to receive early approval of the Alliance District Grant application in the amount of 1.3 million dollars. Dr. Solek extended thanks to Sue Moreau and Denise Carabetta for the 100+ hours they have spent preparing and reviewing this grant for submission in mid-August.

There was a brief question and answer segment following the Superintendent’s Report.

### **Consent Agenda**

Item 5.2.1 – Open Choice Grant was pulled out for further discussion

### **Personnel**

#### **Teacher Resignations**

On motion of Commissioner Hintz, seconded by Commissioner Dolan, it was unanimously

***VOTED: That the Board of Education accept the following Teacher Resignations:***

***Sophia Gintoff – BEHS – Literacy Teacher – Effective – September 7, 2012***

***Julie Robertson – BCHS – Guidance Counselor – Effective – August 13, 2012***

#### **New Teacher Hires - Effective - August 27, 2012**

On motion of Commissioner Hintz, seconded by Commissioner Dolan, it was unanimously

***VOTED: That the Board of Education approve the following Teacher Appointments – Effective August 27, 2012:***

***Patricia Alber – BEHS – .5 Math***

***Logan Bourke – BEHS – Math***

***Courtney Decker – BEHS – Special Education, ASEP III***

***Olga Harhay – CW – Music (EPH/STAF)***

***Claudia Kehrhahn – CW – .6 Art (EDGE/MTV)***

***Peter Lennon IV – CW – Music (WB)***

***Thomas Montague – NEMS – Special Education***

***Diana Pistrutto – CHMS – Spanish***

***Elizabeth Rossier – BCHS – Guidance***

***Adam Sample – GH – Technology Education***

***Kevin Shaw – WW – Math***

#### **A-1 Teacher Appointments - Effective - August 27, 2012**

On motion of Commissioner Hintz, seconded by Commissioner Dolan, it was unanimously

***VOTED: That the Board of Education approve the following A-1 Teacher Appointments –Effective – August 27, 2012:***

***David Luchina – NEMS – Team Leader, Grade 8 Blue***

***Elizabeth Spina – NEMS – Team Leader, Grade 6 Purple***

***Matthew Stellmach – NEMS – Team Leader, Grade 8 Red***

***Taloria Vance – CHMS – Team Leader, Grade 6 Green***

**A-2 Resignations - Effective - August 27, 2012**

On motion of Commissioner Hintz, seconded by Commissioner Dolan, it was unanimously

***VOTED: That the Board of Education accept the following A-2 Teacher Resignation – Effective August 27, 2012:***

***Connie Harkey – BCHS – Yearbook Advisor and Freshman Class Advisor***

**A-2 Teacher Appointments - Effective - August 27, 2012**

On motion of Commissioner Hintz, seconded by Commissioner Dolan, it was unanimously

***VOTED: That the Board of Education approve the following A-2 Teacher Appointments – Effective August 27, 2012:***

***Janet Birsch – Kenney – BEHS – Newspaper Co-Advisor***

***Wendy Miller – BEHS – Sophomore Class Advisor***

***Creighton Paquette-Claman – BEHS – Junior Class Co-Advisor***

***Savva Savvides – BEHS – Freshman Class Advisor***

***Roberta Verbyla – NEMS – Performing Groups, Choral***

***Sharon Vocke – NEMS – Performing Groups, Instrumental***

**A-3 Teacher Appointments - Effective - August 27, 2012**

On motion of Commissioner Hintz, seconded by Commissioner Dolan, it was unanimously

***VOTED: That the Board of Education approve the following A-3 Teacher Appointments – Effective August 27, 2012:***

***Kathleen Archibald – BCHS – World Language Curriculum Coordinator***

***Carol Corry – NEMS – Social Studies Curriculum Coordinator***

***Lindsay Revoir – CHMS – Gifted Coach***

**Teacher Request for an Unpaid Leave of Absence**

On motion of Commissioner Hintz, seconded by Commissioner Dolan, it was unanimously

***VOTED: That the Board of Education approve the following Teacher Request for an Unpaid Leave of Absence:***

***Erin Ferrell – EPH – Grade 4 Teacher – Effective the 2012-2013 School Year***

**Teachers Recalled from Layoff**

On motion of Commissioner Hintz, seconded by Commissioner Dolan, it was unanimously

***VOTED: That the Board of Education approve the following Teachers Recalled from Layoff:***

***Dennis Griffin – BEHS – English***

***Caitlin Martin – CW – Instructional Support (currently Stafford)***

***Kathryn Roberts – BEHS – English***

**GRANTS**

**American Library Association/Pitney Bowes Foundation Grant**

On motion of Commissioner Hintz, seconded by Commissioner Dolan, it was unanimously

***VOTED: That the Board of Education approve the American Library Association/Pitney Bowes Foundation Grant.***

**Open Choice Grant - July 1, 2012 - June 30, 2012**

Commissioners had questions regarding the years remaining on the grant as well as open slots.

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

***VOTED: That the Board of Education approve the Open Choice Grant for July 1, 2012-June 30, 2012***

**PUBLIC COMMENT**

No member of the public wished to address the Board.

**DELIBERATED ITEMS**

**Curriculum Revision**

**ELL World History and ELL Citizenship Curriculum (*Second Reading*)**

Maria Groody presented both of these curriculums at the July 23rd Student Achievement meeting, she was present to answer questions commissioners may have.

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

***VOTED: That the Board of Education approve the ELL World History and ELL Citizenship Curriculum.***

**School Counseling Curriculum - Grades 6-12 (*Second Reading*)**

Kim Happen presented the School Counseling Curriculum for Grades 6-12 at the August 23, 2012 Student Achievement Meeting. The Bristol School Counseling Curriculum (formerly known as the Guidance Curriculum) was last revised in 2005. Since that time many programmatic changes have occurred including a shift to a developmental school counseling curriculum. Changes reflected in the revised curriculum include a greater emphasis on student data and are based on state and national standards in academic, career, and personal/social development to promote and enhance the learning process for all students. The standards included in this document reflect the state and national standards incorporated in the *CT Comprehensive School Counseling Program Development (2008)* and the *American School Counselor Association (ASCA) National Standards for Students (2011)*.

The revised curriculum is the work of the School Counseling Writing Committee. Committee members included Sheri Amara, Daniel Cocchiola, Michelle Kalfayan, Elizabeth Santos, Jennifer Tulacro, Erin Wininger, and Elizabeth Rossier. The entire department provided valuable feedback during the writing process.

On motion of Commissioner Amara, seconded by Commissioner Bourassa, it was unanimously

***VOTED: That the Board of Education approve the School Counseling Curriculum – Grades 6 –12.***

**Old Business**

There was no Old Business to come before the board

**New Business**

There was no New Business to come before the board.

## **Building Committee Reports**

### **Forestville School**

Commissioner O'Brien reported that the schools are open! There are still a few things that remain on the punch list, but it has not impeded the learning of our students.

### **West Bristol School**

Chairman Wilson reported that they were able to open on time. They look great. We will be having formal open houses later in the fall. The feedback from community and parents has been positive. There is a punch list that should be completed by the end of September. The trailer will be moved off the site very soon. Construction Manager is working well with the sub-contractor, so we are making progress. Dr. Moreau added that the staff and administration at both schools have exhibited resilience, patience, perseverance and she is very proud that they work for us. Chairman Wilson asked that she express to both schools the Boards thanks and appreciation for their professionalism and dedication.

### **Information**

Commissioner Morgan reported that this Friday night is the first home football game for Bristol Central at Muzzy Field, he invited commissioners to attend.

Commissioner Hintz reported that she attended a Bristol Eastern lights fundraising committee meeting. Their first real home game on Friday, September 21<sup>st</sup>, and they asked her to invite commissioners to attend; invitation will be mailed out shortly. Their next meeting will be October 1st at the library at Eastern. They are also working on another fundraising dinner at Nuchies in March. She also attended the Special Education PTO meeting last night with Commissioner Dolan. Great organization, they are hoping to see Kim Hapken at one.

Commissioner Dolan reported that he attended the Special Education PTO meeting last night, and he was very disappointed that with 1,300 special education students in the district, that there were only four parents in attendance. He hoped that the Bristol Press note this; he feels it is disgraceful that these parents do not come out and support their children. He would like to see more parents come out, and he has invited a member of the State PTA Association to our meeting whenever he is available. We need more parents involved in SEPTO. He learned a lot last year, and he learned even more this year. He takes his hat to Kim Hapken for overseeing the special education department; and he would like to shine a brighter light on these parents and encourage them to attend our meeting, get involved and to join SEPTO.

Commissioner Hintz added that SEPTO has a Facebook page, it is SEPTO on Facebook. The next meeting will be held October 9th, at the Bristol Public Library at 6:30 p.m.

Chairman Wilson wanted to highlight some of the professional development that CABA sponsors which Commissioners should be receiving at home, as well as our training workshop/orientation that will be conducted by CABA and on Thursday, September 27th from 5-8, please mark your calendars accordingly, administration will get more information out to you.

## **CONVENE INTO EXECUTIVE SESSION**

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

***VOTED: That the Board of Education convene into Executive Session for the purpose of discussing: Student Expulsion Update (7:30 p.m.)***

**EXECUTIVE SESSION**

**PRESENT:** Commissioners: Lawrence Amara, Karen Bourassa, Genard Dolan, Jill Fitzgerald, Karen Hintz, Jeffrey Morgan, Thomas O'Brien, Karen Vibert, Christopher Wilson; Ellen W. Solek, Superintendent, Susan Kalt Moreau, Deputy Superintendent, Dennis Bieu, Director of Human Resources, Denise Carabetta, Director of Teaching and Learning, Gary Franzi, Director of Finance and David Mills, City Council Liaison

Executive Session was called to order *(7:45 p.m.)*

**DISCUSSION**

1. Update and discussion of student expulsions.

**RECONVENE INTO PUBLIC SESSION**

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

***VOTED: That the Board of Education Reconvene into Public Session to take any necessary votes from Executive Session (8:25 p.m.)***

**ADJOURNMENT:**

There being no further business to come before the Board and

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

***VOTED: That the Board of Education meeting be adjourned. (8:25 p.m.)***

Respectfully Submitted:

*Susan P. Everett*

Susan P. Everett  
Executive Secretary  
Bristol Board of Education

<b>Line</b>	<b>Description</b>	<b>Total</b>
B400F048 511020 G1213	Supervisor & Director Salaries	66,887
B400F048 511100 G1213	Teachers	21,121
B400F048 512020 G1213	Secretary Salaries	1,504
B400F048 512070 G1213	Paraprofessional Salaries	24,289
B400F048 520000 G1213	Employee benefits	15,397
B400F048 532300 G1213	Other Professional Services	1,662
B400F048 551000 G1213	Regular Pupil Transportation	4,000
B400F048 553000 G1213	Telephone	400
B400F048 558000 G1213	Staff Transportation	1,630
B400F048 559000 G1213	Other Purchased Services	1,000
B400F048 561100 G1213	Instructional Supplies	4,000
B400F048 581800 G1213	Field Trips	8,110
		150,000