

Regular Meeting

Wednesday, October 1, 2014 7:00 PM

Auditorium, 129 Church Street, Bristol, CT 06010

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

2. **Approval of Minutes - September 20, 2014
Regular Meeting**

3. **Committee Reports**

4. **Superintendent Report**

5. **Student Representative Reports**

6. **Consent Agenda**

6.1. Personnel

6.1.a. Administrator Hired

6.1.b. Teacher Retirements

6.1.c. New Teachers Hired

6.1.d. Teacher Resignation

6.1.e. A-2 Teacher Resignation - Effective June
30, 2014

6.1.f. Coaching Resignations

6.2. Grants

6.2.a. State of CT Adult Education Grant

6.2.b. Program Improvement Project Grants (PIP)

6.2.c. E-Rate Reimbursement for 2013-2014
Telecommunication Expenses

6.2.d. Carl D. Perkins Career & Technical
Education Grant

6.2.e. PUSH (Parents Using Strategies at Home)
Barnes Grant

6.2.f. New England Spring and Metalstamping
Association Grant

6.2.g. Thomaston Bank Foundation Grant

7. **Public Comment**

8. **New Business**

9. **Adjournment**

BOARD OF EDUCATION
Bristol, Connecticut
September 10, 2014 – Regular Meeting

The regular meeting of the Bristol Board of Education was held on Wednesday, September 10, 2014 at 7:00 p.m., at the Board of Education Administration Building, located at 129 Church Street, Bristol, Connecticut.

PRESENT: Commissioners: Jennifer Dube, Genard Dolan, Jill Fitzgerald, Karen Hintz, Jeffrey Morgan, Karen Vibert, Christopher Wilson and Chairman Lawrence Amara; Ellen Solek, Superintendent, Susan Moreau, Deputy Superintendent, Sam Galloway, Director of Human Resources

ABSENT: Commissioner Thomas P. O'Brien

CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE

Chairman Amara called the meeting to order at 7:02 p.m. and invited the audience to join him in reciting the Pledge of Allegiance.

APPROVAL OF MINUTES

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

VOTED: That the Board of Education approve the August 20, 2014 Regular Minutes as written.

COMMITTEE REPORTS

Personnel - Commissioner Dolan reported that negotiations have started with BFT. The negotiation process will need to be completed by the end of October.

SUPERINTENDENT REPORT:

Dr. Solek reported that we had a very successful opening to the school year. Most notable was all of the work that was done to prepare for the arrival of our first Kindergarten classes. Credit and Thank You to the staff district-wide in getting us prepared for such a great opening.

Accountability Report:

Dr. Solek and Dr. Moreau presented the 2014-2015 Student Accountability Overviews. The Dr.'s outlined the charge of the District Data Team and highlighted the work that will be done this year in terms of student and administrator accountability.

CONSENT AGENDA

Personnel

Teacher Resignations

On motion by Commissioner Dolan, seconded by Commissioner Morgan it was unanimously

VOTED: The Board of Education approve the following Teacher Resignations:

Daniel Cocchiola – BCHS – Guidance Counselor – Effective - August 19, 2014

Ruth Valentin – BEHS – Spanish – Effective – August 7, 2014

New Teachers Hired Effective August 25, 2014 (*one exception)

On motion by Commissioner Dolan, seconded by Commissioner Morgan it was unanimously

VOTED: The Board of Education approve the following New Teacher Hires – Effective 8/25/14:

Erin Daly – EPH – Grade 2

Kara Dokas – STAF – Grade 2

Elizabeth Downes – SSS – PreK

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New Teachers Hired – con't

Kathleen Fraser – SSS – Special Education, Resource
Amy Gleason–Schulitz – EDGE – Grade 4
Patricia Jensen – STAF, Special Education, Autism
Anthony Julius – WB – Physical Education, Grades 6-8
Barbara Lefkovich – BECC – PreK Special Education
Kelly Lejeune – STAF – Grade 1
Justin McDermott – BEHS – Spanish
Christine Morin – MTV – Grade 3
Meghan Nadeau – BECC, PreK Special Education
Robin Percival – CHMS – Literacy Coach
Heather Quinion – MTV – Special Education, Goal
Sarah Rutkowski – MTV – Grade 3
Liza Siegel – GH – Music – *Effective date to be determined
Sara Smith – STAF/EDGE – Music
Jill Thompson – EDGE – Literacy Coach
Lauren Titus – STAF – Grade 3
Teresa Veenstra – EPH – Special Education, Resource
Bethany Willard – BEHS – Special Education, Goal

A-3 Teacher Resignation - Effective June 30, 2014

On motion by Commissioner Dolan, seconded by Commissioner Morgan it was unanimously

VOTED: The Board of Education approve the following A-3 Teacher Resignation – Effective 6/30/14:
Jonathan Maule – BEHS – Common Core and Smarter Balanced Assessment Leader
Cary Rubbo – GH – Common Core and Smarter Balanced Assessment Leader

Sixth Year Salary Credit - Effective September 1, 2014

Name	Assignment	Total Credits
Bagley, Kenneth	WB/SSS/BOE Music	33
Gallo Reinhard, Gina	BCHS Spanish/Italian	30.6

Leave of Absence Request

On motion by Commissioner Dolan, seconded by Commissioner Morgan it was unanimously

VOTED: The Board of Education approve the following Leave of Absence Request:
Janet Blauvelt – MTV/ID – Instructional Support (renewal of unpaid leave)

Coaching Resignations

On motion by Commissioner Dolan, seconded by Commissioner Morgan it was unanimously

VOTED: The Board of Education approve the following Coaching Resignations:
Gregory Diaz – Assistant Lacrosse Coach – Bristol Eastern – 8/28/14
Marc Kurzberg – Assistant Wrestling Coach – Bristol Central – 8/29/14

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Coaching Appointment

On motion by Commissioner Dolan, seconded by Commissioner Morgan it was unanimously

***VOTED: The Board of Education approve the following Coaching Appointment:
Stephanie Reay – Assistant Volleyball Coach – Bristol Eastern - Effective 8/23/14***

Grants

On motion by Commissioner Dolan, seconded by Commissioner Morgan it was unanimously

***VOTED: The Board of Education approve the following Grant:
Seamless Learning Grant***

Certified Resolution

On motion by Commissioner Dolan, seconded by Commissioner Morgan it was unanimously

VOTED: The Board of Education approve the Board of Education Signatory Resolution.

Public Comment

Ryan Cahill – 63 Atkins Avenue – Addressed the Board regarding bus route issues. Dr. Moreau took his contact information to so that she could gather more information and look into the matter further.

Deliberated Items/District Leadership Team Reports

New Teacher Hiring Overview for 2014–2015

Sam Galloway, Human Resource Director presented the New Teacher Hiring Overview for 2014–2015. There were 40 new hires this year, of which, 28% were Bristol residents.

POLICY REVISION

Policy 1325: Advertising & Promotion – Second Reading

Dr. Moreau presented Policy 1325: Advertising & Promotion for a Second Reading; having had no questions in the intervening month, she was requesting approval this evening.

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

VOTED: That the Board of Education approve revisions to Policy 1325: Advertising & Promotion.

UNFINISHED BUSINESS

Commissioner Hintz raised the question of where the Middle School sports program was from last month's discussion. Commissioner Dube reported that Student Achievement Committee would be discussing the program at its next meeting which will be held on Wednesday, September 17, 2014 at 6:30 p.m.

NEW BUSINESS

There was no New Business to come before the Board.

VOTE TO CONVENE INTO EXECUTIVE SESSION

With no other public business to come be the board, the Board should convene into Executive Session

On motion by Commissioner Dolan, seconded by Commissioner Fitzgerald it was unanimously

***VOTED: The Board of Education Convene into Executive Session for the purpose of discussing:
Negotiations with Bristol Federation of Teachers - Local 1464;
Negotiations with AFSCME - Local 3551 of Council 4;***

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VOTE TO CONVENE INTO EXECUTIVE SESSION – con't

***Pending Litigation and Negotiations with AFSCME - Local 2267 of Council 4;
Superintendent Goals for the 2014-2015 School Year***

EXECUTIVE SESSION

PRESENT: Commissioners: Jennifer Dube, Genard Dolan, Jill Fitzgerald, Karen Hintz, Jeffrey Morgan, Thomas P. O'Brien, Karen Vibert, Christopher Wilson, Chairman Lawrence Amara and Ellen Solek

Executive Session was called to order ***(7:40 p.m.)***

The session convened to discuss: Negotiations with Bristol Federation of Teachers - Local 1464, Negotiations with AFSCME - Local 3551 of Council 4, Pending Litigation and Negotiations with AFSCME - Local 2267 of Council 4, and the Superintendent Goals for the 2014-2015 School Year.

RECONVENE INTO PUBLIC SESSION to take any necessary votes from Executive Session:
No votes were taken. ***(9:45 p.m.)***

ADJOURNMENT

The being no other business to come before the Board of Education the meeting was adjourned. ***(9:45 p.m.)***

Respectfully Submitted,

Susan P. Everett

Susan P. Everett

Executive Secretary to Board of Education



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

1 Grant Recipient

BRISTOL PUBLIC SCHOOLS
129 CHURCH STREET PO BOX 450
BRISTOL, CT 06011-0450

4 Award Information

Statute: C.G.S. 10-71(c)

Grant Number: 017-000 11000-17030-2015-84002-170013

2 Grant Title

ADULT EDUCATION - PROVIDER

5 Award Period

7/1/2014 - 6/30/2015

3 Education Staff

Program Manager:
Valerie Marino 860-807-2130

Payment & Expenditure Inquiries:
Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$268,625

Funding Status: Preliminary

7 Terms and Conditions of Award

Subject to the availability of state funds, your application (ED-244) for total adult education expenditures of \$541,088 has been approved for Fiscal Year 2015.

State funds eligibility is based on estimated state/local expenditures allowable under Section 10-71 of Connecticut General Statutes. This grant may be subject to revision based on the ED-245 to be submitted in March 2015 and the expenditure report for FY 2014 that will be submitted by September 1, 2014. The required expenditure report for FY 2014 was forwarded to you under separate cover.

In accepting these funds, the Grantee agrees that, as required by the assurances listed on the ED-244 grant application, it will prepare and deliver to the Department of Education an audit in accordance with Sections 7-394a and 7-396a of Connecticut General Statutes. Such audit shall identify any expenditures made by the Grantee that are not in compliance with the terms of Section 10-69 through 10-73c of the Connecticut General Statutes. Furthermore, the Grantee agrees to preserve all records and accounts for a period of three years.

Funds that support this contract may be provided by various Federal agencies, including but not limited to the U.S. Department of Health and Human Services through a number of grants, block grants, and grants-in aid, including, but not limited to the Child Care and Development Fund (CCDF) and/or the Temporary Assistance for Needy Families Block Grant (TANF). Each federal block grant has a federal Catalog of Federal Domestic Assistance requirements specific to each block grant. The CFDA numbers are as follows: CCDBG-93575 and TANF-93.558. The Contractor shall communicate the above language to all subcontractors that perform services as delineated in a subcontract agreement. The contractor also shall maintain, and require all subcontractors to maintain any necessary data and documentation required for the auditing of any of the grant funds.

This grant has been approved.

8/20/2014

Charlene Russell-Tucker
Associate Commissioner
Division of Family and Student Support Services

BUDGET FORM

Created On: 8/20/2014

ED 114

Fiscal Year: 2015
Grantee Name: BRISTOL
Grant Title: ADULT EDUCATION - PROVIDER
Project Title:
Fund: 11000 **SPID:** 17030 **Year:** 2015
Grant Period: 7/1/2014 - 6/30/2015
Project Code: SDE000000000002

Grantee: 017-000

Funding Status: Preliminary

Vendor ID: 00017

PROG: 84002

CF1: 170013

CF2:

Authorized Amount: \$541,088

AUTHORIZED AMOUNT BY SOURCE:

LOCAL: \$272,463

COOP DUE:

STATE: \$268,625

CODES	DESCRIPTIONS	STATE/LOC	COOP REV	COOP CODE
111A	NON-INSTRUCTIONAL	204,938	100,592	104,046
111B	INSTRUCTIONAL	189,871	65,279	104,592
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	16,156	8,706	7,450
322	IN SERVICE	700	700	0
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	10,000	10,000	0
400	PURCHASED PROPERTY SERVICES	99,700	51,947	47,753
500	OTHER PURCHASED SERVICES	14,723	11,101	3,622
600	SUPPLIES	5,000	0	5000
700	PROPERTY			
	TOTAL	\$541,088	268,625	272,463
XC01	COOPERATING TOWN 1:			
XC02	COOPERATING TOWN 2:			
XC03	COOPERATING TOWN 3:			
XC04	COOPERATING TOWN 4:			
XC05	COOPERATING TOWN 5:			
XC06	COOPERATING TOWN 6:			
XC07	COOPERATING TOWN 7:			
XC08	COOPERATING TOWN 8:			
XC09	COOPERATING TOWN 9:			
XC10	COOPERATING TOWN 10:			
XC11	COOPERATING TOWN 11:			
XC12	COOPERATING TOWN 12:			
XC13	COOPERATING TOWN 13:			
XC14	COOPERATING TOWN 14:			
XC15	COOPERATING TOWN 15:			
XC16	COOPERATING TOWN 16:			
XC17	COOPERATING TOWN 17:			
XC18	COOPERATING TOWN 18:			
XC19	COOPERATING TOWN 19:			

Original Request Date: 7/7/2014

This budget was approved by Valerie Marino on 8/18/2014.

Topic: Adult Education Grant Award, School Year 2014-2015

Each year, the State of Connecticut, Department of Health/Nutrition, Family Services, and Adult Education, awards local boards of education, upon receipt of the request for grant ED-244, grant allocations. This grant is subject to revision, based on the ED-245, which is to be submitted in March of 2015. This grant allows the Bristol Board of Education to provide quality educational programming and services for students in English for adults with limited English proficiency, elementary basic skills, and secondary school completion programs or classes.

\$268,625

Topic: Adult Education PIP Grant Award 2014-2015

Each year, the State of Connecticut, Department of Health/Nutrition, Family Services, and Adult Education, awards local boards of education, upon receipt of the request for program improvements. This grant is being used to improve/expand our NEDP (National External Diploma Program), Transition: Post Secondary Education and Training (Expanding Bridges for Success), and our English Literacy and Civics Education Program. This grant allows the Bristol Board of Education to provide quality educational programming and services for students in English for adults with limited English proficiency, elementary basic skills, and secondary school completion programs or classes.

Two Grants \$25,000 & \$65,000 totaling \$90,000

BUDGET FORM

Created On: 9/5/2014

ED 114

Fiscal Year: 2015
Grantee Name: BRISTOL
Grant Title: ADULT EDUCATION
Project Title: Program Improvement Project(s)
Fund: 12060
Grant Period: 7/1/2014 - 6/30/2015
Project Code: SDE000000000002

Grantee: 017-000
Year: 2015
PROG: 84002
CF1:
CF2:

Funding Status: Final
Vendor ID: 00017
Authorized Amount: \$65,000

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$65,000

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	
111B	INSTRUCTIONAL	49,670
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
321	TUTORS	
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
400	PURCHASED PROPERTY SERVICES	
500	OTHER PURCHASED SERVICES	13,275
600	SUPPLIES	2,055
700	PROPERTY	
917	INDIRECT COST	
	TOTAL	\$65,000
XFLE	Family Literacy Services-ESL, ABE/GED	
XFLS	Family Literacy Services-CDP, NEDP	
XNAE	Nontraditional Adult Educ. Instruction & Services	
XNED	National External Diploma Program (NEDP)	30,000
XTIB	TRANS INT BASIC ED & SKILLS TRNG	
XTPS	Transition to Post-Secondary Education & Training	35,000
XVHS	Connecticut (CT) Adult Virtual High School	
XWFE	TRANSITION: PREPARING FOR 21C CAREERS-ESL, ABE/GED	
XWFS	TRANSITION: PREPARING FOR 21C CAREERS-CDP, NEDP	
XZLM	TOTAL LOCAL MATCHING	16,250
	TOTAL for "X" Codes	\$81,250

Original Request Date: 7/28/2014

This budget was approved by Susan Pierson on 9/2/2014.

BUDGET FORM

Created On: 9/5/2014

ED 114

Fiscal Year: 2015 **Funding Status:** Final
Grantee Name: BRISTOL **Grantee:** 017-000 **Vendor ID:** 00017
Grant Title: ADULT EDUCATION
Project Title: English Literacy Acquisition (EL/Civics)
Fund: 12060 **SPID:** 20784 **Year:** 2015 **PROG:** 84002 **CF1:** 170015 **CF2:**
Grant Period: 7/1/2014 - 6/30/2015 **Authorized Amount:** \$25,000
Project Code: SDE000000000002

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$25,000

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	
111B	INSTRUCTIONAL	22,360
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
321	TUTORS	
322	IN SERVICE	
324	FIELD TRIPS	640
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
500	OTHER PURCHASED SERVICES	1,000
600	SUPPLIES	1,000
700	PROPERTY	
917	INDIRECT COST	
	TOTAL	\$25,000
XTLM	TOTAL LOCAL MATCHING	6,250
	TOTAL for "X" Codes	\$6,250

Original Request Date: 7/28/2014

This budget was approved by Susan Pierson on 9/2/2014.



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

1 Grant Recipient

BRISTOL PUBLIC SCHOOLS
 129 CHURCH STREET PO BOX 450
 BRISTOL, CT 06011-0450

4 Award Information

Grant Type: FEDERAL
 Statute: P.L. 105-220
 CFDA #: 84.002A
 SDE Project Code: SDE0000000000002

Grant Number: 017-000 12060-20784-2015-84002-170015

2 Grant Title

ADULT EDUCATION

5 Award Period

7/1/2014 - 6/30/2015

3 Education Staff

Program Manager:
 Susan Pierson 860-807-2121

Payment & Expenditure Inquiries:
 Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$25,000

Funding Status: Final

7 Terms and Conditions of Award

This grant is contingent upon the continuing availability of funds from the grant's funding source and the continuing eligibility of the State of Connecticut and your town/agency to receive such funds.

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2014 and June 30, 2015 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2015. For grants awarded for two-year periods beginning July 1, 2014, final second-year budget revision requests covering the entire two-year period must be received at least 60 days prior to the expiration of the grant period but no later than February 1, 2016. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

The grant may be terminated upon 30 days written notice by either party. In the event of such action, all remaining funds shall be returned in a timely fashion to the granting agency.

This grant has been approved.

9/5/2014

Charlene Russell-Tucker
 Associate Commissioner
 Division of Family and Student Support Services

2013-2014 E-rate Narrative

The *Telecommunications Reform Act of 1996* created a tax supported fund to assist schools and libraries with technology improvements. Funds provided to the district are reimbursements for telecommunications costs that include telephone services, network connectivity, & cell phone use.

The *Federal Communications Commission* oversees this program and distributes funding to our school district through the not for profit *Schools and Libraries Division (SLD)* of the *Universal Service Administration*.

Applications to the SLD for telecommunications reimbursement occur on an annual basis and require a complex process of filing multiple electronic forms over the Internet. Reimbursement rates are never a guarantee and vary from year to year based upon the free & reduced price lunch counts for the school district as reported by the federal government. Funds from these reimbursements must be used to support the technology infrastructure of the school district.

The **13-14** reimbursement will be used to purchase:

- Installation services for network equipment and wireless access points;
- Replacement of 7-8 year old switching equipment within individual school networks;
- Network and wireless management software;
- SmartBoards and projectors for specialized classrooms; and,
- Chromebook computers and storage carts for schools.

Projected distribution of **2013-2014** E-rate funds:

Professional/Tech Services....	15,000.00
Software/Licenses.....	30,000.00
Instructional Supplies.....	46,335.12
Equipment.....	60,000.00

Total: \$151,335.12

GRANT FUNDS from the CARL D. PERKINS CAREER and TECHNICAL EDUCATION ACT OF 2006 (Public Law 109-270).

Signed into law on August 12, 2006, the Carl D. Perkins Career and Technical Education Act seeks to promote a new vision for technical education in the 21st century. The goals of this new vision are focused on improving student achievement, and;

- integrating academic and technical education;
- promoting student attainment of challenging academic and technical standards;
- providing students with a strong experience in, and understanding of, all aspects of industry;
- involving parents and employers;
- providing strong linkages between secondary and post-secondary education; and,
- developing, improving and expanding the use of technology.

Funds from the Perkins Act must be used to promote innovation and continuous improvement in technical education so that students acquire the skills and knowledge they need to meet challenging state academic standards and industry-recognized skill standards.

Carl Perkins funding for Bristol will be used to support ongoing curriculum revision efforts in the Business, Family & Consumer Sciences, and Technology programs at each high school. Professional development activities and sessions for teachers are aimed at increasing their content knowledge in support of work to align courses with state and national standards. Teachers are also working to integrate the development of reading and mathematics skills along with the technical skills required within specific career pathways.

Equipment funds will be used to purchase new safety equipment for Material Science Laboratories at each high school. Supplemental reading materials will be purchased to facilitate the development of Common Core Literacy Skills within technical subjects. Additional funds will be expended to provide technical subject teachers with professional development experiences with implementing Common Core Literacy Standards.

Distribution of 13-14 Carl Perkins Funding for Bristol:

Grant Related Clerical Support.....	3,524.00
Training & Staff Development.....	17,300.00
Curriculum & Instruction.....	35,520.00
Textbooks.....	3600.00
Lab Equipment.....	<u>50,885.00</u>

Grant Total: \$110,829.00