

Regular Meeting

Wednesday, January 7, 2015 7:00 PM

Auditorium, 129 Church Street, Bristol, CT 06010

1. **Call to Order, National Anthem/Pledge of Allegiance, Moment of Silence**
2. **Approval of Minutes**
3. **Committee Reports**
4. **Student Representative Reports**
5. **Superintendent Report**
6. **Consent Agenda**
 - 6.1. Personnel
 - 6.1.a. Teacher Resignation
 - 6.1.b. New Teacher Hired
 - 6.1.c. Sixth Year Salary Credit - Effective February 1, 2015
 - 6.1.d. Coaching Resignations
 - 6.1.e. Coaching Appointments
 - 6.2. Grants
 - 6.2.a. Adult Education Immigrant and Youth Education Program Grant
 - 6.2.b. Main Street Grant for Bristol Adult Education Diploma and Certification Program
 - 6.2.c. Bristol Press Grant for Bristol Adult Education Diploma and Certification Program
 - 6.2.d. The Barnes Foundation Grant
 - 6.2.e. Title III Part A English Language Acquisition Grant
7. **Public Comment**
8. **Deliberated Items/District Leadership Team Reports**
 - 8.1. Bristol Central Cultural Exchange with Fano, Italy
 - 8.2. Preliminary Calendars for the 2015-2016 and 2016-2017 School Years (First Presentation)
 - 8.3. Recommendation to the City to Purchase Land
9. **New Business**
10. **Adjournment**

BOARD OF EDUCATION
Bristol, Connecticut
December 3, 2014 – Regular Meeting

The regular meeting of the Bristol Board of Education was held on Wednesday, December 3, 2014 at 7:00 p.m., in the auditorium of the Board of Education Administration Building, located at 129 Church Street, Bristol, Connecticut.

PRESENT: Commissioners: Lawrence Amara, Genard Dolan, Jennifer Dube, Jill Fitzgerald, Karen Hintz, Jeffrey Morgan, Thomas O'Brien, Karen Vibert, Christopher Wilson; and Ellen Solek, Superintendent, Susan Moreau, Deputy Superintendent, Sam Galloway, Director of Human Resources, Henry Martin, Council Liaison, and Student Representatives Sophia Dtikas and Nick Savino.

CALL TO ORDER, PLEDGE OF ALLEGIANCE, NATIONAL ANTHEM

Chairman Amara called the meeting to order at 7:03 p.m. and invited the audience to join him in reciting the Pledge of Allegiance and remain standing for the National Anthem. Instrumental students from Greene-Hills and West Bristol performed the National Anthem under the direction of Sarah DiVenere.

APPROVAL OF MINUTES

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

VOTED: *That the Board of Education approve the November 5, 2014 Regular Meeting Minutes as written.*

COMMITTEE REPORTS

Finance

Commissioner Fitzgerald reported that the committee met on Thursday, November 13, 2014 to receive a finance update from Gary Franz. The meeting is regularly scheduled for second Thursday of each month and it is open to the public. Please join us if you are interested in getting budget details and information regarding other financial issues. The next meeting is scheduled for Thursday, December 11th.

Commissioner Vibert asked for further information on the current financial status. Commissioner Fitzgerald reported that we have a \$106.8 million dollar budget; Expenditures through October 31st total \$20.1 million with encumbrances and requisitions of \$14.5 million. Unplanned expenditures incurred for the period total \$52,964; Identified savings total \$87,777 providing a favorable variance from plan of \$34,813; Risk and exposure has been identified and projected through year end totaling \$1,280,607; this includes:

Transportation for private schools \$79,750; Special Education \$504,737; Operation of Plant \$121,679 and General Control \$70,138. The current reforecast is projected at \$107.5 million or \$741,488 over plan. The Food Services Operation thru October 31st is on plan; Operating results for the balance of the fiscal year are subject to the following: number of meals served, State reimbursements, Personnel hiring and turnover impacting salary and benefits.

Personnel

Commissioner Dolan reported that the committee is continuing to negotiate with Bristol Federation of Teachers and Local 2267 – Cafeteria workers; secretaries are still on schedule and the balance of Local 2267 will be coming up with one meeting this month and one meeting next month.

Student Achievement

Commissioner Dube reported that the committee met and Athletic Director Chris Cassin updated the Student committee on the progress of reintroducing basketball as a middle school sport. In response to a previous request by the committee, Chris also provided a projected expense of \$67,000 to reinstate baseball and softball this year. The committee voted unanimously to move forward with reintroducing baseball and softball with the stipulation that funding is available; we would like to introduce this at a later time. The committee voted to support a request for approval of the 2015-2016 High School Program of Studies, which was presented by Bristol Central Principal Peter Winger, he will present it later this evening. Beyond these items, the committee discussed with Adult Education Supervisor Larry Covino work that is happening

December 3, 2014 - Regular Meeting Minutes

Student Achievement – con't

between Tunxis Community College and the adult education program, supported by the state, to bridge a gap to college. Larry Covino and Jeanine Audette, provided an update about the Rowley Springs Workforce Program, the graduation from the program is December 19th. Lastly, the committee discussed busing for students living in Cambridge Park and requested that data on achievement and attendance continue to be collected.

Student Representative Reports

Nick Savino reported on Bristol Central activities. This past month was a busy month for performing arts; several students represented Bristol Central at the American School Band Director's Association Festival. Phil and Simon Andrews performed in the Macy's Thanksgiving Day Parade in New York and BCHS Footlights will put on "25th Annual Putnam County Spelling Bee. It was a huge success and very funny and well put together. The Thanksgiving Holiday brought about several activities: The InterAct Club is also putting together thanksgiving baskets to benefit less fortunate families at St. Joseph's Church, Veterans were invited to BC to share Thanksgiving dinner during lunch with the students. Athletically this month has been very busy: The InterAct club put on the Powder Puff football game which raised \$1,500 for Make-A-Wish Foundation of Central Connecticut. The National Honor Society held the annual dodge ball tournament and last night the Fall Sports Awards Banquet was held; where one All State and 21 All Conference were honored. What was most impressive was that there were 76 All Academic team athletes named. First Superintendent's Advisory Council Meeting was held, several students from both high schools were present to discuss improved career services at the high schools and cyberbullying. This month the InterAct club will be donating Christmas gifts to St. Joseph's families in need, the National Honor Society will hold a canned food drive and Festivus which is a pep rally for the winter time will be held right before break.

Sophia Dzikas reported on Bristol Eastern activities. The band and chorus had their first concerts of the year. The band performed movie themed music and the chorus focused on music relating to the history and evolution of music. The annual holiday concert featuring all musical groups will be held on Tuesday, December 16th at 7:00 p.m. Veterans were honored at November 14th football game, fifteen veterans representing all conflicts and divisions were recognized including a 93 year old who fought WWII. On Monday, the school gathered in the gym for the pep rally/victory rally. Cheerleaders, male cheerleaders, teachers, dancers, singers and the band all contributed amazing performances; it was great to be a part of the celebration and experience so much energy and spirit from the whole school. AVID is hosting a Coat and Winter Wear drive this month; other school organizations are also collecting supplies such as pet supplies and toys to help the community during this holiday season. The service halls and the "Be Nice" campaign hosted a food drive for soup kitchens in the Bristol area; they also baked cookies for the fire departments in appreciation of Fire Safety Month. Last week we started the "20 Days of Kindness" in remembrance of the Sandy Hook victims, each day students are encouraged to perform different acts of kindness such as complimenting someone or helping others; students have even been leaving inspirational post-it notes on the mirrors in the girls bathroom reminding them of individuality and confidence. Together with the "Be Nice" campaign, faculty and students are working hard to make the school environment welcoming, safe and kind.

Chairman Amara thanked the students for being here and informing the board and community about all the things the students are doing in our community.

SUPERINTENDENT REPORT:

Dr. Solek, Pamela Brisson, Office of Teaching and Learning Director and Rochelle Schwartz, Principal of Hubbell school presented an in-depth update on Full Day Kindergarten and how our students are transitioning to this new program. Members of the Full Day Kindergarten Committee were present in the audience and stood to be recognized. Dr. Solek also highlighted that she and Greg Boulanger met with First Student in September who has been signed on for another five years as our transportation provider. They wanted to ensure the safety and security of our youngest riders, so First Students has implemented quite a few interventions for our young students – not just kindergarteners, 1st, 2nd and 3rd graders included are double

December 3, 2014 - Regular Meeting Minutes

and triple checked to make sure that they are awake and getting off at the right stops. She also wanted to say that none of this would have happened without the collective effort of the Full Day Kindergarten, the support of the Board of Education, City Council, the Board of Finance and the Mayor. We are all striving for student success, we are very appreciative of their support and funding. Commissioner Dolan thanked the staff for making full day kindergarten work. Questions and comments followed regarding what supports are in place for students to maintain their level of success after the third and fourth grades and how are our teachers doing with this transition, and the explanation of teaching looping.

CONSENT AGENDA

Personnel

Administrator Resignation

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

***VOTED: That the Board of Education accept the following Administrator Resignation:
Gwen Killheffer - Special Education Supervisor - Effective December 31, 2014***

Teacher Retirements

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

***VOTED: That the Board of Education accept the following Teacher Retirement:
Dorothy Russo - BEHS - Guidance Counselor - Effective January 1, 2015***

New Teacher Hire

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

***VOTED: That the Board of Education approve the following New Teacher Hire:
Pamela Valdesi - ID - Special Education, Goal - Effective November 5, 2014***

Coaching Appointment

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

***VOTED: That the Board of Education approve the following Coaching Appointment:
Tim Hamel - Assistant Girls Basketball Coach - BCHS, effective 12/1/14
Kevin Taylor - Head Indoor Track Coach - BCHS, effective, 12/1/14
Matthew Krampitz - Assistant Wrestling Coach - BCHS, effective, 12/1/14
Paul Ryskowski - Assistant Indoor Track Coach- BCHS, effective, 12/1/14
Nicholas Daddabbo - Assistant Boys Swim Coach - BCHS - BEHS Co-Op, effective 12/1/14***

Grants

Consolidated Federal Grant

The Consolidated Federal Grant consists of the public and non-public Federal entitlement grants:

Title I Part A - Improving Basic Programs

Title I Part A - Neglected

Title II Part A - Teacher and Principal Training

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

VOTED: That the Board of Education approve the Consolidated Federal Grant.

Main Street Foundation Grant

December 3, 2014 - Regular Meeting Minutes

The Bristol Adult Education Center received a grant for \$4,500 from the Main Street Community Foundation/The Tim and Mary Walsh Charitable Fund to support the Adult Education Diploma and Certificate Program, a manufacturing workforce development program.

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

VOTED: That the Board of Education approve the Main Street Foundation Grant.

Quality Enhancement Grant

The Quality Enhancement grant is being submitted to the Bristol School Readiness Council for the purpose of enhancing the services provided by the family Resource Centers (FRC's) at West Bristol, South Side, and Greene-Hill Schools. The FRC's are charged with the responsibility of providing comprehensive family services and building a strong school-family-community partnership that strengthens healthy family living. This grant request supports the Kith and Kin Services program. Kith and Kin refers to families using informal childcare arrangements between or among relatives, friends, and neighbors. The Comprehensive Family Services program supports parent leadership workshops, health fair bags, and road to reading which distributes free books for preschoolers. The grant funds assist in the continuation of these programs that are consistent with the basic goals of the FRC's. The FRC has been fortunate to receive these funds, yearly, for the past 10 years.

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

VOTED: That the Board of Education approve the Quality Enhancement Grant.

Public Comment

Ellen Zoppo – 58 Merriman Street – Addressed the Board regarding Memorial Boulevard Middle School and the usage and recent cleaning of the building. She wanted to thank the Board and Board of Education students and staff (past/present) for their help in getting the Boulevard back on line and readied for recent events that were held there. She submitted a thank you letter that she would place in the personnel file of the employees that volunteered.

Michelle Burns – 51 Eugene Avenue – Addressed the Board regarding her positive personal experience with her family's transition to full day kindergarten at South Side School.

Deliberated Items/District Leadership Team Reports

Bristol Eastern Trip to Greece June 2015

Christina Chamberlain, Humanities and World Language Supervisor and Gary Fleming, Social Studies Teacher at Bristol Eastern presented the Bristol Eastern Trip to Greece in 2015. For several years, Bristol students interested in classical history have traveled to Greece to explore the remains of an ancient civilization whose political and cultural contributions continue to shape societies two millennium after their birth. Prior to the trip, students have taken classes to learn about the ideas of Pericles, Socrates, Plato, Aristotle, Alexander the Great, Aristophanes, and Phidias. During the trip, they will take tours of the sites that inspired not only these Greek geniuses, but also the likes of William Shakespeare and Thomas Jefferson. Upon their return, students will have written a paper and earned ¼ course credit. We seek permission to continue this rich learning experience this summer.

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

VOTED: That the Board of Education approve the Bristol Eastern Trip to Greece in June 2015.

December 3, 2014 - Regular Meeting Minutes

High School Program of Studies 2015-2016

Peter Winger, Principal at Bristol Central High School presented the High School Program of Studies for 2015-2016. The program of studies provides course offerings, descriptions and updated college requirements. Mr. Winger provided Commissioners with descriptions of the course changes/addition and deletions for 2015-2016.

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

VOTED: That the Board of Education approve the High School Program of Studies for 2015-2016.

Schedule of Board of Education Meetings for the 2015 Calendar Year

In accordance with Section 1-21 of the Connecticut General Statutes and in keeping with Board of Education policy, a schedule of Board of Education meeting dates for the 2015 calendar year is required by the Town and City Clerk.

Board of Education meetings will be held the first Wednesday of every month* at 7:00 p.m. in the Auditorium of the Board of Education Administration Building, located at 129 Church Street, Bristol, Connecticut. *except August and September

MONTH	DATE/DATES	TIME & PLACE OF MEETING
JANUARY	Wednesday, January 7, 2015	7:00 p.m. - Board of Education Auditorium
FEBRUARY	Wednesday, February 4, 2015	7:00 p.m. - Board of Education Auditorium
MARCH	Wednesday, March 4, 2015	7:00 p.m. - Board of Education Auditorium
APRIL	Wednesday, April 1, 2015	7:00 p.m. - Board of Education Auditorium
MAY	Wednesday, May 6, 2015	7:00 p.m. - Board of Education Auditorium
JUNE	Wednesday, June 3, 2015	7:00 p.m. - Board of Education Auditorium
JULY	Wednesday, July 1, 2015	7:00 p.m. - Board of Education Auditorium
AUGUST	Wednesday, August 19, 2015	7:00 p.m. - Board of Education Auditorium
SEPTEMBER	Wednesday, September 9, 2015	7:00 p.m. - Board of Education Auditorium
OCTOBER	Wednesday, October 7, 2015	7:00 p.m. - Board of Education Auditorium
NOVEMBER	Wednesday, November 4, 2015	7:00 p.m. - Board of Education Auditorium
DECEMBER	Wednesday, December 2, 2015	7:00 p.m. - Board of Education Auditorium
JANUARY	Wednesday, January 6, 2016	7:00 p.m. - Board of Education Auditorium

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

VOTED: That the Board of Education approve the Schedule of Board of Education Meetings for the 2015 Calendar Year.

UNFINISHED BUSINESS

There was no Unfinished Business to come before the board.

NEW BUSINESS

There was no New Business to come before the board.

December 3, 2014 - Regular Meeting Minutes

ADJOURNMENT

The being no other business to come before the Board of Education,

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

VOTED: That the Board of Education meeting should be adjourned. (8:05 p.m.)

Respectfully Submitted

Susan P. Everett

Susan P. Everett

Executive Secretary to Board of Education

DRAFT

**BOARD OF EDUCATION
Bristol, Connecticut**

RECOMMENDATIONS TO BOARD FOR SIXTH YEAR SALARY CREDIT
EFFECTIVE 2/1/2015

Name	Assignment	Transcribed Course Work	Work Shops/CEU Equivalent	Instructor of College Course/s	Authorship	Travel	Total Credits
Simone, Nancy	CHMS Math	30					30

12/17/14

Bristol Adult Education

Immigrant and Youth Education Grant Award, 2014-2015

Each year the State of Connecticut, Department of Education awards local boards of education, upon receipt of the request for grant allocations, funds for the purpose of educating children identified as recent immigrants. This grant is based upon the October 1, 2013 count submitted to the State. Bristol increased our award from \$17,432 in 2013 to \$24,632 as a result in the increase in the number of immigrant children. These funds will be used to offset the cost of tutors that work with our immigrant students in all of our schools with emphasis on the schools with the greatest need. Tutors spend approximately 85 hours a week working with our immigrant students.



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. 107-110
 CFDA #: 84.365A
 SDE Project Code: SDE000000000002

Grant Number: 017-000 12060-20868-2015-82076-170002

2 Grant Title

IMMIGRANT & YOUTH EDUCATION PROGRAM

5 Award Period

7/1/2014 - 6/30/2016

3 Education Staff

Program Manager:
 William Howe 860-713-6752

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

6 Authorized Funding

Grant Amount: \$24,632

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.

12/18/2014

Dianna Roberge-Wentzell
 Chief Academic Officer
 Academic Office

Bristol Adult Education & Rowley Spring Workforce Program

Bristol's Adult Education Diploma and Certificate (AEDAC)

Program History

- In the Fall of 2013 Maria Groody (former Supervisor of Adult Education) met with the new president of Rowley Spring and Stamping John Dellalana.
- A need for skilled employees was identified. Work records show that the average age of members of the local manufacturing workforce is 55. So in a short period of time the institutional knowledge that will be lost will be irreplaceable.
- There are over 100 manufacturing companies located in Bristol and its surrounding communities.
- CT manufacturers contribute more than \$25 billion annually to the gross state product.
- These companies need a skilled labor force to replace their aging employee base.
- According to the CT Department of Labor these positions average over \$1000 per week.
- Programs similar to this are available through some community colleges, technical schools as well as for profit colleges, however none of them services the unique group that Bristol's Adult Education (BAE) Program does.

Bristol's Program

- Our current Adult Education Center does not offer any programs that focus on training workers for the positions that are needed for the local businesses to survive.
- It is this information that led to the first meetings between local manufacturers and BAE.
- The collaboration between BAE and Rowley Spring was a natural fit as they are our landlord.
- The AEDAC program incorporates and establishes three objectives:
 1. Students will work towards a High School degree in one of our programs or be an ESL student
 2. Complete a Skills in Springmaking Course that includes 54 hours of hands on instruction by Rowley trainers and 60 hours of classroom instruction by BAE teachers
 3. Pass a National Workforce Readiness Credential assessment that focuses on four work readiness skills:
 - a. Situational Judgment
 - b. Active Listening
 - c. Reading with understanding
 - d. Math to solve problems

Currently

- Students meet two days a week for five hours a day while also attending their regularly scheduled diploma courses. This averages out to 19 hours a week
- In September 18 students applied for the program
- In October 10 students were chosen
- On November 11 the Connecticut Economic Resource Center, Inc chose our program as an honoree for making a significant impact on the economy in Central Connecticut.
- On December 19, 2014 7 Adult Education students graduated from the as part of the first cohort group. The second group is slated to begin in March.

AEDAC is supported by the Bristol Board of Education, the Central Connecticut Chamber of Commerce, and the New England Spring & Metalstamping Association.

AEDAC is financed by grants from various community supporters including:

- Dollar General Literacy Foundation
- The Main Street Community Foundation
- The Tim and Mary Walsh Charitable Fund at MSCF
- The Central CT Chambers of Commerce
- The New England Spring and Metalstamping Association
- Walmart and the Farmington Bank Community Foundation
- Thomaston Savings Bank
- McPhee Foundation
- Federal PIP Grant
- Central Connecticut Communications

Thus far the AEDAC program has received pledges totaling \$37,000. We have spent \$12,644.48 as of 10/29 on curriculum writing, instructional supplies, teachers and professional trainers (Rowley staff).

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- Central Connecticut Communications

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Bristol Adult Education

Title III Part A English Language Acquisition Grant 2015-2016

Each year the State of Connecticut, Department of Education awards local boards of education, upon receipt of the request for grant allocations, funds for the purpose of educating children identified as limited English proficient. This grant is based upon the number of ELLs currently enrolled in the Bristol School System. These funds will be used to offset the cost of tutors that work with our ELL students in all of our schools with emphasis on LAS Levels 1 and 2 which are our non-English speaking or limited English speaking students. As of October 1, 2014 there are 182 students (62%) at these levels. Tutors spend approximately 90 hours a week working with our ELL students.



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. 107-110
 CFDA #: 84.365A
 SDE Project Code: SDE0000000000002

Grant Number: 017-000 12060-20868-2015-82075-170002

2 Grant Title

TITLE III PART A ENGLISH LANG. ACQUIS.

5 Award Period

7/1/2014 - 6/30/2016

3 Education Staff

Program Manager:
 Marie Salazar Glowski 860-713-6750

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

6 Authorized Funding

Grant Amount: \$51,319

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.

11/26/2014

Dianna Roberge-Wentzell
 Chief Academic Officer
 Academic Office

BUDGET FORM

Created On: 11/26/2014

ED 114

Fiscal Year: 2015 **Funding Status:** Final
Grantee Name: BRISTOL **Grantee:** 017-000 **Vendor ID:** 00017
Grant Title: TITLE III PART A ENGLISH LANG. ACQUIS.
Project Title:
Fund: 12060 **SPID:** 20868 **Year:** 2015 **PROG:** 82075 **CF1:** 170002 **CF2:**
Grant Period: 7/1/2014 - 6/30/2016 **Authorized Amount:** \$51,319
Project Code: SDE000000000002

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$51,319

CODES	DESCRIPTIONS	PUBLIC	NON-PUBLIC
100	PERSONAL SERVICES - SALARIES	42,390	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS		
300	PURCHASED PROF/TECH SERVICES		
400	PURCHASED PROPERTY SERVICES		
500	OTHER PURCHASED SERVICES		
600	SUPPLIES	4,448	1,872
700	PROPERTY	2,609	
800	MISCELLANEOUS		
917	INDIRECT COST		
	TOTAL	\$49,447	\$1,872

Original Request Date: 8/19/2014

This budget was approved by Marie Salazar Glowski on 11/25/2014.



Italian Study Abroad

February
2016

Bristol Central
High School
Coordinators: Gina Gallo Reinhard
Angela Scaccianemici
Teresa DiCarlo

**A DEPOSIT OF \$200.00 MUST BE RECEIVED
BY BCHS BY APRIL 10, 2015***

PLEASE MAKE CHECKS OUT TO

BRISTOL CENTRAL ITALIAN EXCHANGE

SEE ME IF YOU NEED A SPECIAL PAYMENT PLAN.

GINAGALLO@CI.BRISTOL.CT.US

We are in the process of getting this trip approved by the BOE. BCHS will need a head count of those students interested in participating in this amazing experience. If this trip is not approved your deposit will be refunded in full.

I, _____, would like to participate in the BRISTOL CENTRAL ITALIAN EXCHANGE. Please check the following that applies to you:

_____ I would like to travel to Italy and would like to host an Italian student.

_____ I would like to travel to Italy and will NOT host an Italian student.

_____ I would like to host an Italian student.

In order to participate in the Italian exchange all of the following criteria must apply:

- I am in good academic standing according to the Bristol Board of Education student handbook rules.
- I am a current student of Italian and will be continuing with Italian for the next school year.
- I have a B average in Italian
- I am an upstanding moral and academic BCHS student.

*Parents, please note that your student can be removed from the Italian exchange program if there are any academic, legal or school related problems. If this does occur all payments made are non-refundable.

Please sign and return by _____.

Parent's signature _____

Student's signature _____

Program Outline:

The ancient city of Fano is located in the beautiful Marche region of Italy, an area known for its beautiful beaches, fantastic food and enchanting ambiance. In February 2016, Bristol students and staff will travel to Fano, where they will be housed by local families. From there, they will have the opportunity to learn about and visit some of the most stunning and historically rich cities in the world. Travel will take place during the February break period; therefore, students and teachers will miss only three days of school. All costs of food and housing will be borne by the Italian host families.

To make this a true exchange, Italian teachers and students will come to Connecticut in the fall of 2015. They will be housed by Bristol families and attend classes with their hosts. Italian students will take possible field trips to Boston, New York, Mystic, and Yale University in New Haven. Both the Italian and American students will attend classes and extracurricular activities of their host brother or sister.

We are requesting permission to offer this exchange one year in advance to ensure that students and parents have enough time to prepare for the trip. We would like to give families sufficient time to both save for travel costs as well as help plan this educational experience. We will take the proper travel precautions when planning this trip and have inquired about travel insurance as well as travel rules and regulations. This exchange is a once in a lifetime opportunity; with your support and approval we can facilitate an interest in, and an understanding of, this great culture among our students.

The Benefits of this Experience:

In an ever-changing global society, our school system must remain on the cutting edge of education. This program provides the opportunity for our classroom curriculum to merge with 21st century global education. This opportunity will allow learners of all levels and styles to see, read and experience the Italian language and culture. Students who participate in this study will be tested into a level of study that is appropriate for each individual.

It is not realistic to expect that all BCHS students will be able to have the opportunity to study abroad for a semester or an extended period of time. This program will allow total immersion in the Italian language and culture for a shorter period, at a reasonable price. The importance of a study abroad program is a topic discussed in classrooms across the nation. The following list was compiled by Diversity Abroad a website that discussed the importance of a study abroad experience. This list highlights the effectiveness of a study abroad experience and its impact on the face of education across the nation.

When studying abroad students will have the opportunity to gain skills such as:

- The ability to adapt to unfamiliar environments
- The ability to learn from different teaching styles
- The opportunity to learn to effectively communication among diverse groups
- The willingness to challenge oneself and comfort zones
- The knowledge of a foreign language

By studying abroad students will benefit from many unique experiences unavailable at the high school level. Such experiences include:

- Learning from students from different cultural, ethnic and national backgrounds
- Honing cross-cultural communication skills
- Mastering a foreign language
- Exposure to new ideas and philosophies

For many students study abroad is a life-changing experience. Students come back from study abroad more independent, confident and eager to take on any challenge, academic, professional or personal. There are many personal benefits to study abroad. Some of these benefits include:

- Increased self-confidence
- independence and maturity
- Global networking of friends
- Appreciation of other cultures as well as appreciation for the American culture
- Ability to face challenges in the future
- Learn to creatively solve problems
- Better understanding of personal strengths and weaknesses

The knowledge gained during this program will continue far beyond the week-long time frame for Bristol Central students and teachers. The understandings that the students will develop from this experience are directly linked to the World Language Curriculum and District Power Standards. The following list of Power Standards has been taken from the level 2 set of standards.

- **Power Standard 1** states: Students will understand and interpret spoken and written language on a variety of topics. This is an interpretive skill that will allow students to understand the topics discussed during the class. A learning opportunity such as this will allow students to use authentic materials to aid their interpretive skills.
- **Performance Standard 2** states: Students will engage in conversation, provide and obtain information, express feelings and exchange opinions. Students will be able to listen to actual conversations and be a part of the culture and traditions. The students will be asked to give their opinions and express ideas and feelings about the information they are seeing. In order to insure that all students are benefiting from this teaching technique these activities will be differentiated to make the language accessible to all language learners.
- **Performance Standard 3** states: Students will present information, concepts and ideas to listeners or readers on a variety of topics. The students will be asked to speak to the teacher and native Italian speakers. The opportunity to interact on a daily basis with Italian people in their own environment is not available in the course of the normal school day. Having students respond to the different situations presented offers them the opportunity to experience real-life communication.
- **Performance Standard 4** states: Students will demonstrate an understanding of the traditions, products, practices and perspectives of the cultures studied. There is no better way for students to experience the culture and traditions of a place than to experience them first hand. The students will be walking the streets of Italy and attending courses taught by native speakers of Italian.
- **Performance Standard 5** states: Students will reinforce and expand their knowledge of other areas of study through the World Language. The students left in the US will be able to view an entire culture via the experience of their teacher and their classmates. The study of a culture will show the students a broader world view from their seats in Bristol, Connecticut. Besides the obvious links to Italian history, art and culture, there will be seminars on Italian music, cinema and archaeology that will engage but the student and teacher. This experience will make them better citizens of our country as well as better citizens of the world.
- **Performance Standard 6** states: Students will acquire and use information from a variety of sources only available in the world language, using technology, print audiovisual, media, data and human resources. This experience will allow the students to tap into the newest facets of technology and media studies.

One can continue drawing parallels between the benefits of this program and the Bristol education standards. The curriculum is based on these as well as other standards to support the highest quality of learners. The Italian curriculum for all levels discusses topics such as the geography of central southern Italy, the study of ancient history and culture and the study of tradition and daily life.

Additionally, this exchange program can help the school achieve its maximum potential. The goals set by NEASC state that the curriculum must emphasize depth of understanding and application of knowledge through:

- Inquiry and problem-solving
- Higher order thinking
- Cross-disciplinary learning
- Authentic learning opportunities both in and out of school
- Informed and ethical use of technology¹

This program focuses on higher order thinking and cross disciplinary learning. It is an opportunity that will set us apart from area high schools; we will focus on **authentic** learning opportunities in the target language, at the epicenter of culture and traditions. Students will be pushed beyond their comfort zones, will be encouraged to inquire about new topics, and will be forced to problem solve to communicate effectively in a foreign country.

NEASC also states that the district must provide the school's professional staff with sufficient personnel, time, and financial resources for ongoing and collaborative development, evaluation, and revision of the curriculum using assessment results and current research². This opportunity will allow teachers themselves to delve deeper into the study of language and culture. Along with students, staff will be able to attend lessons every day; thus, this will become a learning experience that will affect all students of Italian at BCHS for years to come

In conclusion, this experience will bring a new vision to the Italian classrooms at Bristol Central High School. The historical stories, grammar concepts and geographical studies one reads about in the textbook will be brought to life. This groundbreaking educational program will prove more valuable than simply telling students about a specific city, concept or tradition; instead, students will be able to live it. This proposal is a step towards bringing BCHS to the forefront of global education, allowing teachers and students the unique opportunity to enhance their knowledge, become better global citizens, and continue on their path to becoming lifelong learners.

¹ NEASC standard 2

² NEASC standard 3

FOR OVERNIGHT STAY or OUT-OF-STATE TRIPS ONLY

11. What comparable educational experience is available in the Bristol area? None

12. What days does the trip involve? (List days and date): see attached

First Approval:

APPROVAL BY PRINCIPAL for planning of trip: _____

Date _____

Principal's Signature

Principal forwards the request to the Superintendent.

APPROVAL BY SUPERINTENDENT for planning of trip: _____

Date _____

Superintendent's Signature

Second Approval:

Three weeks prior to the overnight or out-of-state field trip, submit the completed plan to the principal, who will submit the completed plan to the superintendent.

APPROVAL BY PRINCIPAL of the completed plan for the field trip:

_____ Date _____

Principal's Signature

APPROVAL BY SUPERINTENDENT of the completed plan for the field trip:

_____ Date _____

Superintendent's Signature

C: Principal, Superintendent, Human Resources Office

STUDY ABROAD CONTRACT

In order to participate in the Fano exchange program, students must meet the following criteria:

- The student is in good academic standing according to the Bristol Board of Education student handbook rules.
- The student currently enrolled in an Italian course and will be continuing with Italian for the next school year.
- The student has a 90% average in Italian
- The student has a 85% average in all other course at Bristol Central
- The student has completed the “Salerno makeup work packet” and has signatures and makeup work from all teachers.

N.B No student will be considered for this program if he or she does not meet the above criteria.

Parents, please be aware of the following stipulations:

- Your student can be removed from the Italian exchange program if there are any academic, legal or school related problems. If this does occur all payments made are non-refundable.
- The students participating in this program will be chosen on the bases of academic, social and emotional stability.
- The teacher has the right to use personal discretion when choosing the participants in this study abroad opportunity.
- There will be a curfew in place in Italy. The host families will report to the teacher each day to ensure that the students are abiding by all rules.
- Due to the uncertain nature of world security and other unforeseeable events, field trip participants must understand that the Board of Education reserves the right to cancel field trips at any time prior to the time of departure of the trip. The Bristol Board of Education or its agents will not be responsible for any financial losses or penalties incurred as a result of the cancellation of any field trip.
- At the highest [red] alert, no field trips will be allowed out of the City of Bristol for any reason.

Please sign and return by _____

Parent signature _____

Student signature _____

Student Exchange

Bristol Central High School

Name: _____

1. Date of birth: _____ Age _____
2. Grade: _____
3. Address: _____
4. Telephone number: (home) _____, (work) _____
(cell) _____ e-mail _____
5. Occupation of parent(s) / guardian(s): _____
6. Marital status of parents: _____
7. Number of brothers and/or sisters: _____
8. Favorite subjects in school: _____
9. Write the **adjectives** that best describe you: reserved, outgoing, shy, athletic, artistic, etc.:

10. Do you have any pets? (If so, what?) _____
11. Will there be at least one parent home for dinners? (circle one) Yes No
12. Do you live in a house or an apartment? (circle one) House Apartment
13. Will your partner have his/her own room? (circle one) Yes No
14. In the event of pairing difficulties, would you accept a partner of the opposite sex?
(circle one) Yes No
15. In the event of pairing difficulties, would you accept a second exchange student?
(circle one) Yes No
Distance of your home to school: _____
16. Means of transportation between home and school: _____
17. Possible excursions you could provide your guest on the weekend (this is just to get an idea of what YOUR family is interested in. No pressure!)

18. Spare time activities and interests, and time devoted to those activities per week (hobbies, clubs, groups, day and evening outings, sports etc.) Give as much detail as possible, as it is very helpful in the pairing process.

19. Favorite type of music: _____

20. Are you a vegetarian? (circle one) Yes No

Are there any foods that you DON'T eat? _____

21. Do you have any allergies? If so, BE SPECIFIC. _____

22. Is there a smoker in your home? (circle one) Yes No

23. Please let us know if there are any special needs you may have:

24. Is this your first time traveling abroad? (circle one) Yes No

25. If this your first time traveling without your family? (circle one) Yes No

Signature of student: _____

Signature of parent(s)/guardian(s): _____

Date: _____

**Please attach/scan a wallet size photograph of yourself
on the upper right side of this form.**

Host Family Letter of Consent

All host families must read and sign the attached document. All adults in the home must sign as well as the students. Failure to abide by the rules of this document will result in immediate removal of the program.

As a host family:

You will have the same legal responsibilities as a parent, including responsibility for negligent supervision of the child. As guardian, you act as a moral compass for anyone in your home therefore your care exceeds the walls of your home. You are responsible for the whereabouts and actions of your host student for the duration of their stay in the United States.

As guardian of an exchange student, your responsibilities are not limited to the following expectations:

- All students must abide by all rules and regulations set forth by the Bristol Board of Education and State of Connecticut
- You must provide a clean and safe living environment
- You must provide adequate meals
- You must provide safe transportation to and from all events
- You must contact the trip organizers regarding any matters of concern as soon as possible

By signing below you commit to the responsibilities of a host family

My child and I have read and discussed the STUDENT RULES OF BEHAVIOR. We understand that NO PERSON UNDER THE AGE OF 21 SHALL CONSUME ALCOHOLIC BEVERAGES. No person shall use any drug or substance that was not prescribed by a doctor for him/her. We agree that all members of our household will abide by all rules set forth by the Bristol Board of Education and laws set by the State of Connecticut . We understand that the safety of the host student is the first priority and all consequences are at the discretion of the trip organizers and administrators.

Signature of Parent(s)

(date)

Signature of Student

(date)

The BCHS Italian Exchange program thanks you for your interest in hosting a student from Italy. Bristol Central High School is committed to offering the best and safest homes for all host families; just as you would like your students to be safe abroad we are responsible for the safety of our Italian friends. Please respond truthfully to the questions and sign the parent consent portion below.

1. Will the student have his/her own room? If not, where will he/she sleep?

2. Who will be the primary person to drive the students to and from activities?

3. Do you have regular scheduled mealtimes?

4. Does your family have family dietary concerns? (e.g., family is vegan/vegetarian)

5. Will a curfew be in place for your student as well as the exchange student?

6. Will you be available on the weekends to supervise the student? If not please state the adult(s) who will be responsible in your absence

7. Has anyone living in the home been convicted of a felony or spent time in jail?

8. Do you or any family members have any personal or health issues that may interfere with hosting? If so please explain below.

9. Please list 2 emergency contact names:

Name_____

Phone number_____

Name_____

Phone number_____

By signing below you commit to the responsibilities of a host family.

My child and I have read and discussed the STUDENT RULES OF BEHAVIOR. We understand that NO PERSON UNDER THE AGE OF 21 SHALL CONSUME ALCOHOLIC BEVERAGES. No person shall use any drug or substance that was not prescribed by a doctor for him/her. We agree that all members of our household will abide by all rules set forth by the Bristol Board of Education and laws set forth by the State of Connecticut. We understand that the safety of the host student is the first priority and all consequences are at the discretion of the trip organizers and administrators.

Signature of Parent(s)

(date)

Signature of Student

(date)

BRISTOL PUBLIC SCHOOLS CALENDAR 2016-2017

Teacher Meeting Day: August 29 **Professional Development Days:** August 30 and 31; November 8

Vacation Weeks: Close December 23 at end of the school day – Reopen January 2
Close February 17 at end of school day – Reopen February 22
Close April 13 at end of school day – Reopen April 24

No School: Labor Day, Sept. 5; Columbus Day, Oct. 10; PDD, Nov. 8; Veteran’s Day, Nov. 11;
Thanksgiving Recess, Nov. 24, 25; Martin Luther King Day, Jan. 16; Good Friday, April 14;
Memorial Day, May 29

****Shortened Legal Days:** Thanksgiving Recess, Nov. 23; Christmas Recess, Dec 23
Elementary, K-8 & Middle – last three school days in June; High School – last school day in June

Parent Conference Days: (*indicates afternoon conferences)

Elementary –	(snow date:)
	(snow date:)
K-8 –	(snow date:)
	(snow date:)
Middle –	(snow date:)
	(snow date:)
High –	(snow date:)
	(snow date:)

M	T	W	TH	F		M	T	W	TH	F		
<u>August</u>						<u>February</u>						
TMD	PDD	PDD			0 days			1	2	3		
						6	7	8	9	10		
<u>September</u>						13	14	15	16	17		
LD	6	7	1	2		PD	VAC	22	23	24		
12	13	14	8	9		27	28				18 days	
19	20	21	15	16		<u>March</u>						
26	27	28	22	23	21 days			1	2	3		
			29	30		6	7	8	9	10		
<u>October</u>						13	14	15	16	17		
3	4	5	6	7		20	21	22	23	24		
CD	11	12	13	14		27	28	29	30	31	23 days	
17	18	19	20	21		<u>April</u>						
24	25	26	27	28		3	4	5	6	7		
31					20 days	10	11	12	13	GF		
<u>November</u>						(17	18	19	20	21)	vacation	
	1	2	3	4		24	25	26	27	28	14 days	
7	PDD	9	10	VD		<u>May</u>						
14	15	16	17	18		1	2	3	4	5		
21	22	23**				8	9	10	11	12		
28	29	30			18 days	15	16	17	18	19		
<u>December</u>						22	23	24	25	26		
5	6	7	1	2		MD	30	31			22 days	
12	13	14	8	9		<u>June</u>						
19	20	21	15	16	17 days				1	2		
<u>January</u>						5	6	7	8	9		
2	3	4	5	6		12	13	14	15	16		
9	10	11	12	13		19	20	21	22	23		
MLK	17	18	19	20		26	27	28	29	30	5 days	
23	24	25	26	27								
30	31				21 days							
First Half					97 days	Second Half					84 days	Total 181

Emergency Days – Students must attend school 181 days. With no snow days the last day of school will be June 9. Each snow day used will advance the last day of school forward to no later than June 30.