

Regular Meeting

Wednesday, December 2, 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 - November 4, 2015 Regular Meeting and November 17, 2015 Special Meeting**
3. **Committee Reports**
4. **Student Representative Reports**
5. **Superintendent Report**
6. **Consent Agenda**
 - 6.1. Personnel
 - 6.1.a. New Administrator Hire
 - 6.1.b. Teacher Resignation - Effective December 4, 2015
 - 6.1.c. Teacher Retirement - Effective December 31, 2015
 - 6.1.d. Teacher Request for an Unpaid Leave of Absence
 - 6.1.e. New Teacher Hires
 - 6.1.f. A-3 Teacher Appointments
 - 6.1.g. Coaching Resignations
 - 6.1.h. Coaching Leave of Absence
 - 6.1.i. Coaching Appointment
 - 6.2. Grants
 - 6.2.a. E Rate Reimbursement for 2014-2015 Telecommunication Expenses
7. **Public Comment**
8. **Deliberated Items/District Leadership Team Reports**
 - 8.1. Schedule of Board of Education Meetings for the 2016 Calendar Year
9. **New Business**
10. **Information**
11. **Liaison Reports**
12. **Adjournment**

BOARD OF EDUCATION
Bristol, Connecticut
November 4, 2015 – Regular Meeting Minutes

The regular meeting of the Bristol Board of Education was held on Wednesday, November 4, 2015 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, Thomas O'Brien, Karen Vibert, Christopher Wilson; Ellen Solek, Superintendent, Susan Moreau, Deputy Superintendent; and Student Representative Cassidy Yates

ABSENT: Commissioner: Jeffrey Morgan

EXCUSED: Student Representative David Kaminski

CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE

Chairman Amara called the meeting to order at 7:01 p.m. The National Anthem was performed by vocal students from Bristol Central High School under the direction of David Nelson. The audience remained standing for the Pledge of Allegiance.

A Moment of Silence was observed for Aline Saucier a Cafeteria Worker.

APPROVAL OF MINUTES

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

VOTED: That the Board of Education approve the October 7, 2015 Regular Meeting Minutes as written.

COMMITTEE REPORTS

Personnel – Commissioner Dolan wanted to thank the voters for allowing him to sit on the board for the last four years.

Operations – Commissioner Hintz reported that the committee met October 20th. They approved expenditures in the amount of \$14,028 to complete the Bristol Eastern Press Box; the press box was used last Friday night. There is a decision item on the agenda this evening; we are accepting a State Alliance School Grant in the amount of \$1,710,000, the committee approved acceptance of this grant, and have forwarded it to the full Board for approval. They also received a presentation from Dr. Solek, regarding the possibility of having turf fields at each of the high schools.

Student Achievement – Commissioner Dube reported that the committee met on October 21st to hear a proposal to move the annual high school program of studies into a digital format. This would permit viewers to see footage of classroom activities and links of course expectations, such as summer reading assignments. This would also allow the document to be updated as new courses are adopted by the Board of Education. The committee unanimously supported this new format and recommends that the full Board of Education approve it later this evening.

STUDENT REPRESENTATIVE REPORTS

Dr. Solek announced that David Kaminski was not in attendance this evening, because he is in South Carolina at The Citadel (Military College of South Carolina) competing for a full-scholarship. David provided a written report on Bristol Central activities.

Bristol Central – Button Up Connecticut, an on-going coat drive where clean, new and gently used coats are collected and then donated to homeless shelters, is currently being conducted by the BCHS Student Council. The Bristol Central Band had their "Opening Gala" concert where they performed their halftime show in the auditorium.

The Bristol Central Choir along with many a cappella groups also performed. The BCHS Marching Band performed at the US Bands Marching Band Competition at Southington High School, October 24th and brought back a 3rd place win. This was the first year that the BCHS Marching Band scored in the 80's. Bristol Central held its first Bristol Central Ninja Warrior Contest. Twelve teams and several individuals competed in the competition; prizes were awarded for Best Dressed, Best Time, Best School Spirit and All Around Awesome. The winners of the competition were the Luchedores, defeating student and teacher teams: The CATE Crusaders, Bacon Express, Spartans, We've Scacc This and The Fab 4; this event raised over \$500.00 for the Maroon & White scholarship fund! On October 14th, the freshmen, sophomores and juniors took the PSAT exams; seniors were offered a wide variety of workshops that morning including a college admission panel; credit card workshop; scholarship information; the job interview process; and writing the college essay. Coming in November: Spirit Week - November 2nd - November 6th, Homecoming Dance - November 7th, and Bristol Central National Honor Society Dodgeball Tournament – Nov. 14th.

Bristol Eastern – Cassidy Yates reported on Bristol Eastern activities. SAT's are being hosted on Saturday, November 7th and Monday, November 9th the fall band concert will be held at 7pm. Thursday, November 12th BE will be hosting ECMC college night, three \$500.00 scholarships will be handed out that evening as well. Homecoming dance will be held on Saturday, November 14th and on November 16th, fall athletes will be honored at the sports banquet. The math team will have a meet against Newington High School on November 18th and the drama department will be putting on "To Kill A Mockingbird" November 19th -21st. Also this month P.E. Teacher Chris D'Amato will be recognized by the Bristol Sports Hall of Fame on Friday, November 20th. To wrap up the month, Bristol Eastern hopes to keep the bell this Thanksgiving in our battle against Bristol Central. Teens in the Driver's Seat are once again sponsoring the Save a Life Tour on November 12th, provided by the Department of Transportation, that morning there will be a presentation by AT&T about driving distractions and true stories and students can attend demonstrations throughout the day; students will be able to text an drive while their peers watch on giant screen; all teachers are encouraged to bring their students to participate and an invitation was extended to board members to watch or participate. Prior to the presentation, a National Level Representative of Teens in the Driver's Seat will be presenting a check for \$1,000 for being awarded the Best Teen Drivers Safety Program in the Connecticut. Bristol Eastern has entered a video in hopes of becoming one of the top 100 finalists to be voted on to win \$100,000 in the State Farm "Celebrate My Drive" contest, if they become a finalist they would like the support of the town to assist in voting on their video daily.

SUPERINTENDENT REPORT:

Professional Development Day - Dr. Solek reported that on Election Day, teachers participated in professional development throughout the day. Activities included literacy collaborative, work in guided reading, math intervention strategies, classroom instructional strategies, adoption of the new science standards, work on SRBI and further development of both formative and summative assessments in the district. All of these items have been identified under the Vision of Success Plan and she is proud of both school and district leadership and staff for all the work that engaged in yesterday.

Benchmark Assessments – There has been much discussion with K-8 staff and administrators regarding piloting different bench mark assessments at that level. In January we will be inviting representatives from Aimsweb a well known national assessment software program to do a presentation.

Staffing Update – Chippens Hill Assistant Principal position still remains open. Interviews were conducted today and again tomorrow, we anticipate two finalists being brought forward as a result of those interviews. She will keep the Board updated of that position.

Twitter – Dr. Solek called the Boards attention to #bristollearns which features excellent examples of students learning and teachers innovatively teaching across the entire district. The Bristol Public Schools twitter account is BRSTL1.

Teacher of the Year – Scott Ruel Bristol's Teacher of the Year will be honored next Tuesday evening at the Bushnell Theater in Hartford along with everyone else statewide who has qualified for this very high honor.

State Farm Contest – Both Bristol Eastern and Bristol Central will be competing in the State Farm “Celebrate My Drive” safe driving competition. This evening Commissioners received decals from Gina Gallo at Bristol Central marking Bristol Central’s campaign slogan 2N2. Dr. Solek explained the significance of the slogan: In order to combat the inherent danger associated with distracted driving our technology education students have teamed together to create a vinyl decal displaying the message 2N2. Students will adhere this decal to the left hand corner of their windshields to act as a constant reminder to keep two eyes on the road and two hands on the wheel.

Each high has made a video and had submitted for an a chance at winning a sizable prize, we will keep apprised of the results of the contest.

Finally on behalf of all of at the Bristol Public School she would like to thank all outgoing Board of Education Commissioners for their service and support; across the district we truly appreciate all of the time and service you have provided to us.

CONSENT AGENDA

Personnel

Teacher Resignation - Effective November 6, 2015

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

***VOTED: That the Board of Education accept the following Teacher Resignation:
Heather Quinion – CW – Special Education, Goal - Effective November 6, 2015***

New Teacher Hires

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

***VOTED: That the Board of Education approve the following New Teacher Hires:
Romina Italia – BCHS – .5 Science – Effective date to be determined
Alyson Silva – CHMS – Social Studies – Effective October 26, 2015***

A-3 Teacher Appointment

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

***VOTED: That the Board of Education approve the following A-3 Teacher Appointments:
Julia Darcy – SSS – Grade 3–5 Literacy Leader***

Certified Personnel Who Have Attained Tenure

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

VOTED: That the Board of Education approve the following Certified Personnel Who Have Attained Tenure:

Bristol Central High School

Piotrowski, Nicholas - Technology Ed
Scaccianemici, Angela - Italian

Effective Date

6/30/15
6/30/15

Bristol Eastern High School

Savvides, Savva - Technology Ed

1/31/15

Chippens Hill Middle School

Keegan, Chelsea - Wellness
McNamara, James - Language Arts

6/30/15
9/30/14

Mercieri, Katie - Science 6/30/15

South Side School

DiFranco, Jennie - Grade 5 6/30/15

Stafford School

Kelly, Colleen - Kindergarten 6/30/15

City Wide

Gomes, Matthew - Physical Ed - EDGE 6/30/15

Hale, Sara - Physical Ed - GH 6/30/15

Special Education

Cyr, Colleen - BEHS 6/30/15

Durr, Justine - CHMS - L/S/H 6/30/15

Bristol Preparatory Academy

Kleidman, Lindsey - Social Studies 6/30/15

Administrators

Calvi-Rogers, Marisa - BCHS - Assistant Principal 6/30/15

Dietter, Michael - BOE - Supervisor, Special Services 6/30/15

Harnett, Matthew - CHMS - Principal 6/30/15

Coaching Resignation

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

***VOTED: That the Board of Education approve the following Coaching Resignation:
Gary Harrigan – Head Boys Swim Coach – BCHS, effective 10/20/15***

Grants

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

***VOTED: That the Board of Education approve the following Grants:
Adult Education Workforce Grant
Inter-district Cooperative Grant – Adventures in Peace-Making and Diversity 2015-2016***

PUBLIC COMMENT

Jim Jankoski – 26 Wilderness Way – Addressed the outgoing board members regarding their four year tenure on the Board of Education.

DELIBERATED ITEMS/DISTRICT LEADERSHIP TEAM REPORTS

Bristol Eastern Field Trip to Greece – Amy Bastiannse, Supervisor of Humanities and World Languages and Gary Fleming, Social Studies Teacher at Bristol Eastern presented the Bristol Eastern Field Trip to Greece. 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,

Bristol Eastern Field Trip to Greece – con’t

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 Vibert, seconded by Commissioner Hintz it was unanimously

VOTED: That the Board of Education approve the following Bristol Eastern Field Trip to Greece.

Digital Program of Studies – Dr. Pam Brisson, Director of OTL, presented the Digital Program of Studies. Administrators at the high schools have proposed that the annual program of studies be offered in a digital format that would permit viewers to see footage of classroom activities and links of course expectations, such as summer reading assignments. This would allow the document, also, to be updated as new courses are adopted by the Board of Education. This proposal was supported by the High School Council and the BOE Student Achievement Committee

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

VOTED: That the Board of Education approve the move to a Digital Program of Studies.

Alliance District School Building Grant Program – Dr. Moreau, Deputy Superintendent presented the Alliance District School Building Grant Program. Public Act 15-1 of the June Special Session revived and amended a grant to provide new funds to Connecticut’s Alliance School Districts to improve the condition of the schools in greatest need of improvements that are not generally eligible for funding or previously authorized under a school building project pursuant to Chapter 173 of the Connecticut General Statutes. Bristol has been allocated \$1,710,000. Board of Education approval is required prior to grant submission.

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

VOTED: That the Board of Education approve the General Improvements to Alliance Districts’ School Buildings 2015-2016 grant application.

October 1 Enrollment Count for the 2015-2016 School Year – Sam Galloway, Director of Human Resources presented the October 1 Enrollment count for the 2015-2016 school year.

Commissioner Vibert asked for data regarding Magnet schools and why they are making that choice, and Commissioner Wilson asked for a break out by school i.e CREC vs. Hartford magnet schools.

Execution of Whitsons Culinary Group Contract – Chairman Amara called for a deferment of the vote to execute the Whitsons Culinary Group Contract due to a lack of information that is needed. Commissioner Wilson called for an amendment to the motion to add “an indefinite postponement of the vote.”

On motion by Commissioner Wilson, seconded by Commissioner Vibert it was

VOTED: That the Board of Education indefinitely postpone the vote to Execute the Whitsons Culinary Group Contract.

Chairman Amara declared the motion **PASSED**, after a roll call vote of five (5) commissioner in favor of the motion and three (3), Commissioners Dolan, Dube and Amara, opposed.

NEW BUSINESS

There was no New Business to come before the Board.

LIAISON REPORTS

CCJEF (CT Coalition for Justice in Education Funding) Report – Commissioner Wilson reported on the status of the case. There is a new judge presiding over the case, he has municipal experience as well as having served on the State Legislature before becoming a judge. He seems to be working this case a lot harder than it has been worked before, it will be a long trial 90 –120 days, the case will start in January. The CT Mirror follows the case; you can receive updates at their website.

CREC Report – Commissioner Wilson reported that they are preparing to say good bye to Bruce Douglas, there is a surprise Testimonial Dinner on November 18th; in lieu of a gift, they will be taking funding to establish a scholarship in his name. They recently held a golf tournament and raised \$80,000, he would like to bring a golf tournament to Bristol; there will be an adoption of a regional calendar in the 16-17 school year the intention was to drive money back into the classrooms; there are still 5 flex days incorporated into the calendar.

Information – He attended the Music in Motion at Cheshire High School, there were eighteen (18) high school bands from New York and Connecticut, it was a great program and he encouraged Bristol to get involved in the future. He also wanted to thank the outgoing board members for their commitment and passion over the last four years.

VOTE TO CONVENE INTO EXECUTIVE SESSION *for the purpose of discussing: Grievance and Labor Board Complaint filed against the board by collective bargaining group: Bristol Federation of Teachers Local 1464 pursuant to Connecticut General Statutes 1-200(6)E and 1-210(b)9.*

Chairman Amara informed the Board that some of the information that they were going to be discussed in Executive Session had not yet been received.

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

VOTED: *That the Board of Education move these items to the next meeting.*

Commissioner Fitzgerald wanted to address the audience. It was an honor to serve and the voters had spoken and she wished them the best.

ADJOURNMENT

There being no other business to come before the Board of Education the meeting was adjourned. (7:41 p.m.)

Respectfully Submitted

Susan P. Everett

Executive Secretary to Board of Education

BOARD OF EDUCATION
Bristol, CT
Special Meeting – November 17, 2015

A Special Meeting of the Bristol Board of Education was held on Tuesday, November 17, 2015 at 7:00 p.m., in the Auditorium of the Board of Education Administration Building, located at 129 Church Street, Bristol, Connecticut.

PRESENT: Commissioners: Commissioners Jeff Caggiano, Jennifer Dube, Joseph Grabowski, Karen Hintz, Thomas O'Brien, David Scott, Tina Taylor, Karen Vibert, Christopher Wilson; Ellen W. Solek, Superintendent, Susan Kalt Moreau, Deputy Superintendent of Schools

Dr. Solek called the meeting to order at 7:03 p.m.

ELECTION OF OFFICERS

Chairman of the Board of Education for a Two Year Period

Dr. Solek called for nominations for the position of Chairman of the Board of Education.

Commissioner Vibert nominated Christopher Wilson to the position of Chairman; Commissioner Dube seconded the nomination.

With no other nominations made, Dr. Solek announced the nominations closed and handed out ballots to commissioners. Written ballots for the position of chairman were returned to Dr. Solek who announced that Christopher Wilson was elected Chairman of the Board of Education for a Two Year Period with a 8-1 vote; there was one unsigned ballot.

Vice Chairman of the Board of Education for a Two Year Period

Dr. Solek called for nominations for the position of Vice Chairman of the Board of Education.

Commissioner Taylor nominated Karen Vibert to the position of Vice Chairman; Commissioner O'Brien seconded the motion.

With no other nominations made, Dr. Solek announced the nominations closed and handed out ballots to commissioners. Written ballots for the position of Vice Chairman were returned to Dr. Solek; who announced that Karen Vibert was unanimously elected Vice Chairman of the Board of Education for a two year period.

Secretary of the Board of Education for a Two Year Period

Dr. Solek called for nominations for the position of Secretary of the Board of Education.

Commissioner Vibert nominated Karen Hintz to the position of Secretary; Commissioner Dube seconded the motion.

With no other nominations made, Dr. Solek announced the nominations closed and handed the ballots to commissioners. Written ballots for the position of Secretary were returned to Dr. Solek; who announced that Karen Hintz was unanimously elected Secretary of the Board of Education for a two year period.

Board of Education Committee and Liaison Assignments

Commissioners had received committee assignments earlier in the week, Chairman Wilson called for approval.

On motion by Commissioner Dube and seconded by Commissioner Caggiano, it was it was unanimously

VOTED: That the Board of Education approve the Board of Education Committee and Liaison Assignments as written.

A corrected Liaison listing will be sent to commissioners and schools.

Chairman's Remarks

Chairman Wilson addressed the Board and the audience at length regarding his intentions and for the Board as we move forward; as well as commissioners' responsibilities and upcoming Board events.

Convene Into Executive Session

On motion of Commissioner Caggiano and seconded by Commissioner Dube it was unanimously

VOTED: That the Board of Education convene into Executive Session for the purpose of discussing records, reports or statement of strategy or negotiations and review of outstanding litigation with respect to all collective bargaining groups (7:43 p.m.)

EXECUTIVE SESSION:

PRESENT: Commissioners: Commissioners Jeff Caggiano, Jennifer Dube, Joseph Grabowski, Karen Hintz, Thomas O'Brien, David Scott, Tina Taylor, Karen Vibert, Christopher Wilson; Ellen W. Solek, Susan Moreau, Pamela Brisson, Gary Franzi, Sam Galloway and Kim Hapken

Executive Session called to order at 7:50 p.m.

Discussion followed regarding records, reports or statement of strategy or negotiations and review of outstanding litigation with respect to all collective bargaining groups.

RECONVENE INTO PUBLIC SESSION

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

VOTED: The Board of Education reconvene into Public Session to vote on any items discussed in Executive Session.

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

VOTED: That the Board of Education amend the previously ratified Board of Education contract with AFSME 2267 by deleting Section 17.5 and the asterisk explanation on the signature page of the agreement.

ADJOURNMENT:

The being no other business to come before the Board, the meeting was adjourned. *(8:57 p.m.)*

Respectfully Submitted:

Susan P. Everett

Susan P. Everett
Executive Secretary
Bristol Board of Education

MEGAN RHEINER

WEST HARTFORD, CT 06117 •

EDUCATION

M.A. Educational Leadership, Cum Laude NCATE

Kean University Union, NJ May 2013

M.A. Counselor Education, Cum Laude CACREP & NCATE

Kean University Union, NJ May 2009

B.A., Political Science, Rutgers the State University of New Jersey

New Brunswick, New Jersey May 2006

State of Connecticut Certifications

092, Intermediate Administration and Supervision Certification C052013002469

068, Provisional Certificate Number: C012013000003

STATE OF CONNECTICUT SEED ADMINISTRATION & SUPERVISION CALIBRATED

TRUE COLORS Certified Trainer

EXPERIENCE

Director of School Counseling, Bristol Technical Education Center *Bristol, CT* August 2013-Present

Curriculum & Instruction

- Facilitated faculty meetings and professional development sessions related to student support services
- Developed curriculum for comprehensive school counseling program
- Designed comprehensive school counseling lessons on college and career pathways, interview skills, resume writing, and job etiquette
- Created an online network for sharing ASCA-aligned developmental guidance lessons
- Partnered with school principal to design and implement instructional technology plan for teachers
- Collaborated with teachers to design rubric to measure students' skill base, aptitude, and readiness
- Wrote, adjusted, and monitored school recruitment and instructional technology plans
- Presented legal information to teachers and families on IEP and 504 implementation procedures
- Directed CTHSS professional development session on ASCA model
- Scheduled students for courses aligned with their needs and interests
- Conducted practice formal observation processes using the SEED practice and performance rubric
- Utilized technological applications: Power School, Google Drive, Quick Books, Power Point, Excel, Access, Prezi

Policy and Management

- Managed PPT, 504 procedures, and SAT referral program for at-risk students
- Counseled veterans and post-secondary students on Pell Grant and other financial aid procedures
- Collaborated with Main Street Community Foundation to obtain student scholarships
- Coordinated testing for NOCTI, PSAT, ASVAB, SAT
- Monitored chronic absenteeism and provided data for state reporting

Climate and Community

- Used PBIS measures as framework for crisis and trauma team
- Managed recruitment and admission for all incoming students
- Participated on A.I. Prince Technical High School recruitment advisory board
- Served on Southington Public Schools' STEM career advisory board
- Implemented group, family, and individual counseling with Community Health Center of Connecticut
- Founded Bristol Technical Educational Center's job and career fair
- Wrote press releases for family open house events
- Communicated student academic and social-emotional progress to families and caregivers

Executive Director, Connecticut School Counseling Association *West Hartford, CT December 2014-Present*

Curriculum & Instruction

- Planned and implemented statewide professional development for school counselors
- Organized professional conferences: CSCA Connecticut School Counselor's Association Annual Conference and CSCA Monthly Roundtables
- Delivered professional development sessions on technical education
- Trained stakeholders in ASCA model

Policy and Management

- Worked with state legislatures and lobbyists to advocate for improved mental health accessibility
- Researched and implemented a new website to create advertising revenue
- Supervised 30 executive and governing board members within committees

School Counselor, Union County Vocational-Technical Schools, Scotch Plains, NJ October 2009-August 2013

Curriculum & Instruction

- Implemented individual and group counseling programs to help students resolve social, emotional, and academic difficulties
- Monitored and analyzed student progress using strategic data to reduce risk

Policy and Management

- Created articulation agreements for freshmen career academies
- Assisted in creating the master schedule
- Proposed and implemented Naviance as a career tool for students
- Collaborated with administration for state-mandated reporting

Climate and Community

- Served as multicultural and diversity club advisor
- Implemented enrichment programs to attain higher achievement and self-advocacy levels
- Directed admissions' recruitment
- Created successful open houses and achieved increased enrollment.

Consultant, The New Jersey Center for the Advancement of School Counseling - Kean University, Union, NJ

January 2008- December 2010

- Collaborated and connected with professional school counselors, faculty and the New Jersey Department of Education in state wide systemic school counseling and secondary school reform grant-funded program
- Managed a \$450,000 grant budget, processing all purchases and reimbursements through Datatel and vendors
- Managed and developed event calendar where school districts engage in multi-day conferences on campus, reviewed current practices, suggested improvements for administration and counselors
- Coordinated reimbursement of funds with middle and high school faculty and project staff for grant-funded activities in 18 + school districts in the State as they reinvent school counseling
- Managed events including: food, event space, material development, maintain contact with project leaders from all the schools

Restaurant Manager – Bonefish Grill, Green Brook, NJ - October 2005 –February 2008

- Managed day to day operations of a \$3.5 million dollar restaurant 55-70 hours a week
- Directed hiring, training, development and scheduling of 40+ employees
- Responsible for trouble shooting mechanical problems in the restaurant
- Completed daily inventory of restaurant supplies and oversaw ordering of liquor and operating supplies
- Responsible for daily monies
- Managed overall budget to ensure labor costs were in line with monetary expectations

PROFESSIONAL ORGANIZATIONS & HONORS

- American School Counseling Association, Connecticut School Counseling Association

Erin Coombs

Plantsville,

Education: Central Connecticut State University, New Britain CT
Bachelor of Science Degree: Mathematics, Elementary Education – December 2014
GPA: 3.55 – Cum Laude
Dean's List: Fall 2013, Spring 2013, Fall 2012
Presidents List: Spring 2014, Fall 2014

Certification: Connecticut Teacher Certification, K-6, (013), pending

Teaching Experience: John Patterson Elementary School, Newington CT

Learning Tutor, Grades K-4

January 2014- Present

- Tiered intervention programs for individual and small groups of students who have academic concerns under a scientifically researched based intervention (SRBI) model.
- Monitored Lexia program.
- Worked one on one with ELL students.
- Collaborated and worked with teachers and other support staff.
- Weekly sub for classrooms while teachers attend Data team meetings.
- Assisted in classrooms while giving the Smarter Balanced Assessment at end of the year.
- Test students using DRA, Dwarf Assessments, math concepts and Computations.
- Daily sub when needed in a classroom.
- Guided Reading groups
- Used LLI Programs.
- Attended Staff meetings.

Highland Elementary School, Cheshire CT

Student Teacher, Grade 4

August 2014 – December 2014

- Created a Unit on Force and Motion using UBD Template
- Used Daily Exit Slips to collect data on the students understanding of the content to foster my upcoming lessons.
- Participated in Student Government
- Worked closely with Special Education teacher to work on behavioral plans and creating a daily communication log to parents.
- Collaborated with classroom teacher and special education teachers to differentiate lessons for individual students.
- Created a monthly fourth grade interactive bulletin board.
- Co- taught Reading and Science units while assisting with Writing and Social Studies.
- Collaborated daily with cooperating teacher, special education teacher
- Collaborated with fourth grade team teachers.
- Incorporated interactive smart board lessons daily for math reading and science.
- Used technology to find outside sources to help the understanding of content for both myself and my students. (Organizers, story works lessons, scholastic, Pinterest, Pearson success, etc.)
- Interacted with parents at open house answering questions and concerns about their students.
- Had an input during conferences on the progress of students.
- Updated class website including homework and standards of what we are learning in the classroom.
- Lead Morning meeting daily supporting responsive classroom behaviors.

Holmes Elementary School, New Britain CT

Teacher Candidate, Grade 1 and 4

January 2014 – May 2014

- Built a positive learning environment through class discussions and building relationships with my students.
- Tested students on sight words weekly
- Taught weekly math lessons towards the end of my experience
- Collaborated weekly with host teacher and first grade team teachers to create lesson plans for the week.
- Classroom Management focusing on positive behaviors rather than negative ones
- Worked with host teacher to create behavior charts for students

Holmes Elementary School, New Britain CT (continued)

- Created a Unit on Peacemakers in 4th grade
- Co-taught with four other teacher candidates with a focus on Peacemakers in 4th grade.
- Worked with small group to create a public service announcement to be presented to fourth and fifth grade classes.

Holmes School, New Britain, CT

Teacher Candidate, Grade 1

August 2013 – December 2013

- Taught a getting to know you lesson on 'seeds of the apples' and importance in the classroom.
- Tested students on sight words weekly
- Monitored Centers

Gaffney Elementary School, New Britain CT

Teacher Candidate, Grade Kindergarten

January 2013 – June 2013

- Monitored Centers
- Created a Bulletin Board representing student work.
- Spent quality time getting to know the students likes and dislikes.
- Classroom Management focused on appropriate behaviors and creating behavioral charts to monitor students through daily routines.

Related Work Experience:

American Gymnastics, Southington CT

Staff Instructor

2008 - present

- Instruct both boys and girls ages 2-15, Reviewed and demonstrated gymnastics skills

Camp Director

Summer 2014

- Ran day to day camp
- Created daily Lesson Plan
- Took charge of kids and other instructors
- Dealt with day to day behavior issues and allergies,
- Spent time working with an autistic child creating a behavioral plan to keep him motivated through the day.

Camp Staff

Summers 2011 - 2013

- Organized the daily routines, Taught Gymnastics
- Played fun games

Erin Coombs, Resume, Page 3

Work Experience:

Central Connecticut State University, New Britain CT
Mailroom worker **2009-2014**

- Organize and sort mail, Distribute mail to students
- Assisted students with opening mail boxes and shipping out letters and packages

Volunteer Work:

Saint Matthew School Parish, Bristol, CT
Children's Liturgy Teacher **2006-2010**

- Prepared educational activities

Volunteer Work Continued:

O'Connell School – Bristol, CT
Cub's Corner Teacher- Afterschool Program **2009-2011**

- Prepared educational activities
- Planned mini lessons
- Literacy support
- Helped with homework

American Gymnastics – Southington, CT
Summer Camp Junior Counselor **Summers 2006-2010**

- Teacher's Assistant,
- Maintained the facility
- Organized crafts and games

Saint Matthew School Bristol, CT
Assistant Cheerleading Coach **2006-2009**

- Demonstrated and taught skills, Warm up facilitator

Honors: Dean's List, Fall 2013, Spring 2013, Fall 2012
Presidents List, Spring 2014
Kappa Delta Phi – Education Honors Society, 2013-2014
Alumni Association Legacy Scholarship, 2013-2014
M. DeLott Garber Scholarship, 2013

Activities: Education Club, 2010-2014
Central Connecticut State University College Varsity Cheerleader Captain, 2013-2014
Central Connecticut State University College Varsity Cheerleader, 2010-2014

Professional Development Activities:

Cheshire Public Schools , August 2014
New Reading Curriculum – Structure, PowerPoint Presentations, Instructional methods.

Ashley E. Carlson

Southington, CT 06489

EDUCATION:

Quinnipiac University, Hamden, CT **September 2007 – May 2009**
Masters of Arts in Teaching – Five Semester Certification Program (Focus in Secondary English)
Cumulative GPA: 3.70 *Relevant Content Coursework:* Multicultural Literature, Young Adult Literature, Advanced Studies in Writing, Reading & Writing across the Curriculum, Methods II: Teaching English, Poetry for Prospective High School Teachers

University of Connecticut, Storrs, CT (Main Campus & Greater Hartford Campus)
Fall 2003 – Summer 2007
Bachelor of Arts in English, Minor in History

Southington High School, Southington, CT **Fall 1998 – June 2002**
Graduated with diploma: June 2002

TEACHING EXPERIENCE:

Hartford Public Schools, Hartford CT **July 2012 – Present**
- **Batchelder School, Hartford, CT** **August 2013 – Present**

- 7th and 8th Grade Humanities Classroom Teacher
- 7th and 8th Grade Language Arts Classroom Teacher
- 7th Grade Summer School Teacher
- Communities of Practice leader for Hartford Schools middle school language arts teacher to facilitate implementation of new curriculum

Sarah J. Rawson School, Hartford, CT **July 2012- August 2013**

- 8th Grade Summer School Classroom Teacher
- 7th Grade Language Arts Classroom Teacher

Palm Beach Gardens High School, Palm Beach Gardens, FL **October 2009 – July 2012**
Classroom Teacher

- 9th -12th Grade English Teacher (Regular and Honors Levels)
- Tutor (volunteer) for "Target Tutoring Program" to help students improve FCAT Writes! Scores (2009-2010 school year)
- After school tutor for credit recovery (2011-2012 school year)

INTERNSHIPS & STUDENT TEACHING:

Berlin High School, Berlin, CT

Fall 2008 – Spring 2009

Quinnipiac University Intern – Fall 2009

- Substitute in a variety of subject areas, including Special Education and the NET Program (Berlin High School's alternative school program)
- Assist English Department
- Assist in Media Center weekly supervising students and facilitating students with research
- Working/Observing closely with the Special Education students

Berlin High School, Berlin, CT

Spring 2009

Student Teacher for English Department

- Two 9th grade English classes (one accelerated & the other general level)
- Two 12th grade British Literature classes (one of which is team taught)
- Participate in "common planning" period with English Department

Mark T. Sheehan High School, Wallingford, CT

Fall 2007 – Spring 2008

Quinnipiac University Intern

CERTIFICATION:

CT Provisional Certificate in English for grades 7-12, Certificate #C062015000049 (expires June 29, 2023)

- Praxis I Waiver
- Praxis II (English Language, Literature and Composition: Content Knowledge & English Language, Literature, and Composition: Essays): Passed
- Praxis II (Social Studies): Passed; need a non-western history course to complete certification

Coaches Going Before the Board of Education for Approval

| | | |
|--|---|---|
| Name: Nicholas Daddabbo | | Address: 35 Rosemont drive |
| City: Plainville | State: CT | Zip: 06062 |
| Current Occupation: Substitute Teacher – Bristol | | |
| Position: Head Girls Swimming | School: Bristol Eastern High School | Level: Varsity |
| Coaching/Playing Experience: Head Girls Swim Coach Asst. Girls Coach BEHS Asst. Boys Coach BCHS Plainville MS Head Coach Asst. Coach Plainville YMCA Coached UNC Camp Coached Zone Team | Level: Varsity Varsity Varsity MS Youth Youth Youth | Years: 1 year 2 years 1 years 6 year 4 year 1 Year 2 Years |
| Date Paperwork Completed for Human Resources: 11/10/15 | | |
| Certification Required: Yes | | |
| Coaching Permit Current: Yes | Valid Dates: 11/16/16 | |
| First Aid Current: Yes | Valid Dates: 9/1/17 | |
| CPR Current: Yes | Valid Dates: 9/1/17 | |
| Recommend to Hire Date: 11/10/15 | By: Christopher Cassin – Supervisor of Athletics, Physical Education and Health | |

2014-2015 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 **14-15** reimbursement will be used to purchase:

- Installation services for network equipment and wireless access points;
- CAD/CAM software
- Replacement of network switching equipment within individual school networks;
- Replacement of school video distribution equipment;
- SmartBoards and projectors for specialized classrooms; and,
- Chromebook computers and storage carts for schools.

Projected distribution of **2014-2015** E-rate funds:

| | |
|--------------------------------|-----------|
| Professional/Tech Services.... | 20,000.00 |
| Software/Licenses..... | 20,000.00 |
| Instructional Supplies..... | 24,018.38 |
| Equipment..... | 60,000.00 |

Total: \$124,018.38



BRISTOL BOARD OF EDUCATION
P.O. BOX 450 • 129 CHURCH STREET
BRISTOL, CT 06011- 0450
(860) 584-7000 • Fax (860) 584-7611

2016 BOARD OF EDUCATION MEETING SCHEDULE

Day and Time: First Wednesday of every month at 7:00 p.m.
* (*Except August and September*)

Place of Meeting: Auditorium, Board of Education Administration Building,
129 Church Street, Bristol, Connecticut 06010

January 6, 2016

February 3, 2016

March 2, 2016

April 6, 2016

May 4, 2016

June 1, 2016

July 6, 2016

August 17 2016 *

September 14, 2016 *

October 5, 2016

November 2, 2016

December 7, 2016

January 4, 2017

Christopher Wilson, Chairman
Karen Vibert, Vice-Chairman
Karen Hintz, Secretary
Jeffrey Caggiano
Jennifer Dube
Joseph Grabowski
Thomas O'Brien
David Scott
Tina Taylor



Ellen W. Solek, Ed.D.
Superintendent of Schools

Susan Moreau, Ph.D.
Deputy Superintendent of Schools

BRISTOL BOARD OF EDUCATION
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2015-2016

Board Commissioner School Liaison Assignments

| <u>Board Liaison</u> | <u>Schools</u> | <u>Organizations</u> |
|---------------------------|---|---|
| Jeffrey Caggiano | Chippens Hill Middle School Stafford School | |
| Jennifer Dube | West Bristol School K-8 Bristol Early Childhood Center | |
| Joseph Grabowski | Northeast Middle School Ivy Drive School | |
| Karen Hintz | Bristol Central High School Mountain View School | CREC Mayor's Task Force on Energy Consumption |
| David Scott | Edgewood School Hubbell School | |
| Tina Taylor | Greene-Hills K-8 | SEPTO |
| Karen Vibert | Bristol Eastern High School South Side School | CABE |
| Christopher Wilson | Bristol Preparatory Academy/Adult Education | CREC CCJEF |