

Southington Board of Education Meeting

Thursday, October 9, 2014 6:30 PM
Municipal Center Public Assembly Room 200 North Main Street
Southington, CT 06489
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Southington, CT 06489



BOARD OF EDUCATION REGULAR MEETING

1. CALL TO ORDER
2. Executive Session to Discuss Possible Consulting Contract and Personnel Matters ~ 6:30 p.m.
3. Reconvene Meeting ~ Regular Session ~ 7:30 p.m.
4. Pledge of Allegiance
5. Approval of Minutes ~ September 25, 2014
6. Communications
 - a. Communications from Audience
 - b. Communications from Board Members and Administration
 - c. Communications from Student Representatives
7. Report of the Superintendent
 - a. Personnel Report
8. Committee Reports
 - a. Finance Committee Meeting ~ October 6, 2014
 1. Snow Removal/Sanding Bid Award - Bid #2015-BID-16
 2. Electricity Purchase Contract
 3. Natural Gas Purchase Update
 - b. Curriculum & Instruction Committee Meeting ~ October 6, 2014
9. Old Business
 - a. Town Government Communications
 - b. Construction Update
10. New Business
 - a. SAT / AP / College Report
 - b. Southington High School Profile 2014-2015
 - c. Approval of Overnight / Out of State Field Trips
11. Adjournment

SOUTHINGTON BOARD OF EDUCATION

SOUTHINGTON, CONNECTICUT

REGULAR MEETING

September 25, 2014

The regular meeting of the Southington Board of Education was held on Thursday, September 25, 2014 at 7:30 p.m. in the Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut with Executive Session scheduled for 6:30 p.m.

1. CALL TO ORDER

Mr. Brian Goralski, Chairperson, called the meeting to order at 6:36 p.m.

Present from the Board: Mrs. Terri Carmody, Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Pat Johnson, Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mr. Zaya Oshana, and Mrs. Patricia Queen.

Present from Administration: Mr. Timothy Connellan, Superintendent of Schools, and Mrs. Karen Smith, Assistant Superintendent of Schools.

MOTION: by Mr. David Derynoski, seconded by Mr. Oshana:

"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing a Student Issue and Personnel, and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

The Board went into Executive Session at 6:36 p.m.

2. EXECUTIVE SESSION TO DISCUSS A STUDENT ISSUE AND PERSONNEL

Mr. Brian Goralski declared the Executive Session ended at 7:22 p.m. The Board recessed from Executive Session at 7:22 p.m.

3. CELEBRATION OF EXCELLENCE

At 7:25 p.m., Mrs. Smith introduced Mrs. Jennifer Paul as the 2013-2014 Southington Teacher of the Year. Mrs. Smith continued that she was honored to publicly acknowledge such a wonderful teacher who so proudly represented the Town of Southington as Teacher of the Year. Jennifer has had tremendous impact on strategies for all students. She has the ability to make reading come alive. Mrs. Smith stated that it's been such a joy to watch her grow as a professional, a mentor, a leader, and a coach. Mrs. Smith announced that Mrs. Paul is now a

semi-finalist for the State of Connecticut Teacher of the Year. The district is extremely proud and honored to have such an amazing teacher in the district.

Mr. Goralski recognized Mrs. Paul and gave her a plaque on behalf of the Board of Education and Town of Southington. He shared that he and the Board had the privilege to hear her speak at Convocation and that she represented the Board of Education well.

Mrs. Paul took a moment to thank the Board of Education, Administration, and her incredible teaching partners. She stated that it is such an amazing honor and this is not an award that is deserved for only one person. She recognized that it takes a team to make a difference. It's an honor. She shared that the students, staff, and administration have expressed positive energy toward reading. She thanked everyone for their support and shared how appreciative she is that the Board of Education approved a literacy specialist position at the high school. The results are apparent and the learning is exciting.

Mr. Goralski announced that there would be a brief recess that would allow Board Members to visit with and congratulate Mrs. Jennifer Paul, Teacher of the Year.

At 7:30 p.m., Mr. Goralski called for a recess.

4. RECONVENE MEETING ~ REGULAR SESSION

The regular session was reconvened at 7:45 p.m. by Mr. Brian Goralski, Chairperson. Board members present were Mrs. Terri Carmody, Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Patricia Johnson, Mrs. Terry Lombardi, Mrs. Jill Notar-Francesco, Mr. Zaya Oshana, and Mrs. Patricia Queen.

Present from the administration were Mr. Timothy Connellan, Superintendent of Schools; Mrs. Karen Smith, Assistant Superintendent; and Mr. Peter Romano, Director of Operations.

Student representatives present were Mr. James Brino and Mr. Chris Iverson.

There were approximately 8 people in the audience.

5. PLEDGE OF ALLEGIANCE

The audience recited the Pledge of Allegiance.

Mr. Goralski requested a moment of silence in memory of Mr. William Lavorgna, a retired Southington teacher, in recognition of the years of service he dedicated to Southington schools.

6. APPROVAL OF MINUTES ~ September 11, 2014

MOTION: by Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move to approve the regular Board of Education minutes of September 11, 2014, as submitted.”

Motion carried by voice vote, with Mr. Oshana abstaining.

7. COMMUNICATIONS

a. Communications from Audience

Arthur Cyr, 103 Berlin Avenue, stated that he was witness to another driver who went by a bus on Berlin Avenue. Mr. Cyr mentioned that this happens often and he would like to see the Board of Education follow-through on the safety of the children. He asked that the Board of Education have New Britain Transportation, a vendor, or the Board of Education reconsider putting cameras on buses.

Mr. Goralski stated that the Board of Education heard Mr. Cyr's request at their last meeting, and they are following up on the information provided. A report will be shared with the Board at a future meeting.

b. Communications from Board Members and Administration

MOTION: by Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move to add a student expulsion, 2014-2015-01, to the agenda as Agenda Item 10f.”

Motion carried unanimously by voice vote 9-0.

MOTION: by Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move to move Agenda Item 9c, 2013-2014 School Resource Officer Annual Report, to Item 7d on the agenda.”

Motion carried unanimously by voice vote 9-0.

MOTION: by Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move to move Agenda Item 10a, CMT / CAPT Science Results, to Item 7e on the agenda.”

Motion carried unanimously by voice vote 9-0.

Communication from the Board Members:

No reports.

Communication from Administration:

Mr. Connellan reported on the following items:

1. Transportation ~ Follow-up:

- Mr. Connellan shared that Mr. Romano continues to work very hard on transportation and is following-up on all concerns.
2. Strong Elementary School Playground ~ Follow-up:
 - Mr. Connellan stated that Mr. Romano has been working with his staff and they are working through some suggestions they received pertaining to the playground. Mr. Romano shared that they've been monitoring all schools, considering many of the schools have some issues with the bees. At Strong, they are forming a Bee Committee. The first meeting is scheduled for October 7, 2014. They recently dug some soil samples which will allow them to make an educated decision on how to proceed. They want to be sure that they do something this fall. It is something they are handling in-house as a first step with safety first. Mr. Romano will return to the Board with a full report. Mr. Goralski stated that he would be attending the meeting with the Bee Committee. It's the planning that takes the most time; the implementation will be quick.
 3. Collaboration with Area Districts: Wallingford, Cheshire, Meriden
 - Mr. Connellan and Mrs. Smith met with other districts and are engaging in some collaboration in the areas of curriculum and instruction and technology education at the middle school level. They are also working in partnership with the Connecticut Association of Public School Superintendents who will be providing districts with professional development opportunities. They are also looking at a possible solution pertaining to substitutes. Many districts have trouble obtaining substitutes and they are exploring an idea that may help. More information to follow at a later date.
 4. Personalized Learning ~ Conference Attendance
 - Mr. Connellan, Dr. Semmel, Mr. Pepe, and Mr. Madancy will be attending a Personalized Learning conference with a focus on Grade 6-12 collaboration. More information to follow.
 5. AESOP Automated Substitute Service (attachment):
 - Given the concerns with finding substitutes, the administration is looking for a solution. The district also is having trouble finding an employee who is willing to work from home and assign substitutes. They are currently using a full-time employee from the personnel office to temporarily assist with assigning subs. Mrs. Hunt did some research on automated systems and found that the best option is with the AESOP system. Included in Mr. Connellan's report is a packet about AESOP for the Board to review. The administration feels this is a very cost-effective, efficient direction to take. The cost increase to the district is approximately \$2,000 per year. The account would change from salary to a purchased services account. There is a time element associated with the request for approval of this service and the administration is hoping to move forward with AESOP as soon as possible.

It was explained that this request would normally be brought to the Finance Committee; however, the next meeting isn't scheduled until mid-October so the administration was hoping that the Board would make a motion to add AESOP to the agenda.

MOTION: by Mr. Derynoski, seconded by Mrs. Notar-Francesco:

“Move to add the discussion related to AESOP Substitute Service to the agenda as Agenda Item 10g.”

Motion carried unanimously by voice vote 9-0.

Communication from Student Representatives:

Mr. Iverson shared the following:

- **BYOD** ~ As the student representative of the Board, he received feedback from the student body pertaining to the Bring Your Own Device policy and regulation that was discussed at the last meeting. The students shared the following information:
 - Devices can be used as a substitution for notebooks. This would continue to move the district in the direction of paperless and would also decrease the amount of items that students carry in their bags.
 - Students would be able to do research in all classrooms. They would not have to be in the library or computer lab.
 - There is much more excitement in the classroom when students can use their own, personal device. It increases the amount of fun.
- **Professional Development Wednesdays** ~ The first shortened Wednesday was held on September 17, 2014 for staff to attend professional development. Mr. Iverson explained that the day was very productive. Students are being taught, students are still learning, and they do get homework on those days.
- **College Fair** ~ The College Fair was very successful. The cafeteria and atrium were both filled with students. There were students asking questions and it was great to hear the dialogue taking place between the students and the college representatives.
- **College Workshop** ~ The College Workshop was held for seniors only. The students were informed on how to apply to college and the steps they need to take to apply. He was told it could be overwhelming, but also reassuring. The seniors greatly appreciated this opportunity.

Mr. Brino shared the following:

- Mr. Brino publicly congratulated Mrs. Paul on behalf of the student body for being selected as Teacher of the Year. They feel what she does and brings to the building.
- National Honor Society is holding a Blood Drive on October 9, 2014.
- The high school had their Welcome Back Dance the previous week and it was a huge success. The dance was also profitable for the class of 2016.

Mrs. Queen asked the student representatives their opinion about using a cell phone as the device. She wondered if they felt a cell phone was too small and not a good source for research. Mr. Iverson said that he thought they could be used reasonably. He does recognize the potential abuse; however, he believes that it's important that the staff trust the students. If a student makes a poor choice and decides to text or send an email, it would only be detrimental to the student.

Mr. Brino agreed. He finds the cell phone as an amazing tool with the same capability. He uses both a tablet and a cell phone. The task on hand is what determines which device he chooses to use. If it is a simple conversion or looking up a word spelling, he would use his cell phone.

Mrs. Clark thanked them for their work. She explained that, when they are writing and reviewing policies, they always think of the effect it will have on the students. She further stated that she appreciates their comments.

d. 2013-2014 School Resource Officer Annual Report (formerly agenda item 9c)

Officer MacKenzie, Southington High School Resource Officer, shared his annual report. He stated that this was his third year at the high school, and he felt much more acclimated and involved. Last year, he was involved with security issues, speaking to classes, and assisting administrators with safety issues. He believes that there are still some areas that can be improved upon, and where they can tighten-up and work with students to see what they can do better. The normal course of business for him includes social media concerns, altercations, drug investigations on minor levels, and his involvement with the Juvenile Review Board.

He recently met with some teachers and assisted them with an Alternative to Arrest Program. He stated that they recognize that students will make mistakes, and sometimes mentoring and talking to students is what they need. He stated that it was a great year.

Mrs. Lombardi noticed that the area of Parking Lot Collisions seems to be getting more activity than others areas on his report and she wondered why he thought this was happening. Additionally, she asked what safety measures he thought needed to be put in place. Officer MacKenzie stated that the new teen driving laws play a role. Years ago, students were able to carpool. Today, all the students are driving to school because they can't have other students in the car. Therefore, the number of cars has increased; therefore, statistically, there will be more collisions. When he visits classrooms, he reviews safety measures with the students and also recommends that they back into the parking spot.

Mrs. Queen asked if the high school was planning on expanding the number of student parking spots in the lot. She noticed that it was rather congested and the number of spots is limited. Dr. Semmel explained that there are procedures in place. The seniors are the only students who are guaranteed a spot. Juniors are then entered into a lottery for the remaining few spots available. This is the same process that has been in place for years. In the spring, they begin to notice that students who aren't supposed to be bringing their cars are sneaking into the lot and taking the spots of other students. The administration has been enforcing this and making themselves visible to the students in the parking lot. This has made a difference. Additionally, they are painting an additional 20 spots for students. This will not solve the problem; however, it will add some opportunities for students.

Mrs. Queen commended Officer MacKenzie on the great rapport that he has with the students. She stated that he is someone the students can relate to and the Board is very pleased that he is continuing with the high school for another year.

Mr. Goralski also thanked Captain Lowell DePalma for attending the meeting, for the role he serves in this program and continuing to build the relationship between the Board of Education and the Southington Police Department.

e. CMT / CAPT Science Results

Mrs. Smith invited and introduced Mr. John Duffy, District Science Coordinator, who shared an update on the CMT and CAPT Science results from the spring of 2014 as well as what the district has to look forward to in the future in the area of science.

Mr. Duffy shared a PowerPoint presentation with the Board of Education. He explained that this was an overview and would be happy to present to the Board at another meeting a more in-depth look at the scores. Included are some of the highlights of his presentation:

Overall Highlights

- Test will be administered again in March 2015.
- Beyond this school year, there are possibilities that districts will continue with a form of CMT / CAPT and they might begin to transition to new standards. Districts are required to test students in Grades 5-10 by law. He will have more information following a state meeting in October.
- CMT / CAPT – The district's results were strong.
- The focus is on *At or Above Goal*. In Grade 5, the results were very strong. He believes that it's important to compare Southington to the other districts within the Demographic Reference Group (DRG). Southington is one of the largest districts within the DRG. When compared, Southington ranked sixth out of twenty-four districts *At or Above Goal*. Southington ranked third out of twenty-four districts *At or Above Proficiency*.
- In Grade 8, there was a slight upward trend *At or Above Goal* and *At or Above Proficiency*. They have moved more students up to *Proficient* and *Goal*. Southington ranked approximately tenth when compared to other districts within the DRG.
- In Grade 10, some fluctuation, but an upward trend, when reviewing the *At or Above Goal* scores. When reviewing the *At or Above Proficiency* scores, they are very solid. Southington ranked fifth out of twenty-four in *At or Above Goal* and tenth *At or Above Proficient*.
- CMT Grade 5 and Grade 8 started in 2008 so there are only two cohorts that have gone through. When you look at the cohort, the numbers show longitudinal growth.
- Comparing the percentages does not tell the story of the success that's taking place. He believes that the true success is when you see the ranking between the districts within the DRG.
- Mr. Duffy met with all administrative staff to discuss specifics at the schools, working to set goals.

Transitioning

- Transitioning to the new state standards.
- Some of the new science standards and are being embedded.
- They introduced Invention Convention with the Grade 4 students and are continuing that program.
- Engineering curriculum units are being blended and will be implemented into the classroom this year.
- At both middle schools, they are working with STEM units. Working within the standards, but developing STEM units. Schools are working and learning together.
- At the middle schools, they are bringing a Science and Engineering Fair. Details to follow. This is very early in the developmental stages.
- At the high school, they have a technology pilot.
- They are moving forward; however, the district is still bound by the current standards. Knowing the direction that the state is heading, they are incorporating the new into the current.

Mr. Duffy shared some examples of how the questions might change from the current CMT to one using the new standards. At the elementary level, the majority of the test questions are multiple choice and are specific to content knowledge. When reviewing a sample of a Grade 8 question, there is a great deal of reading comprehension. You need to understand the scientific process. The samples shared are what possible assessment items might look like for students.

Mrs. Carmody thanked Mr. Duffy for the presentation and stated that the Curriculum and Instruction Committee looks forward to working with him as they move forward with the revision of the curriculum.

Mr. Oshana understood and appreciated Mr. Duffy's presentation and update pertaining to the scores. He questioned the numbers. When compared to the DRG, numbers go up. However, if they compare the numbers to themselves, the numbers look different. When he reviews the numbers, it seems that the students' scores go down as they progress into the upper grade levels. Mr. Duffy explained that the tests are very different at the elementary, middle, and high school levels. Mr. Oshana would think that, as the students move into the higher grades, their tests would get harder and the students would be taught more, and learning more. He wondered why the numbers are actually going down. Mr. Duffy explained that, with the two cohorts, they aren't taking the same test in Grades 5, 8, and 10. State averages go down. This doesn't tell the story because the tests are dramatically different with different results.

Mr. Oshana asked if the district is expecting the grades to drop as the students get older. Mr. Duffy stated that is not the case. They need to focus on how many students went from *Basic and Below Basic* to *Proficient* and how many went from *Goal* to *Above Goal*. He believes that is the number that is better to consider. Ideally, at each grade level, he would like the scores to increase.

Mr. Goralski asked if the student preference would make a difference. For example, as students get older, science gets harder. Therefore, some students might get more involved with

language arts and others with science. Mr. Duffy stated that there are many factors. In science, they test everyone. That is not the same in other disciplines. This has an impact on the scores. He is proud that everyone is taking the test. All needs are addressed within the classroom. He believes that they have room to grow when moving students from *Goal* to *Above Goal*.

Mr. Derynoski shared that each year the Below Proficiency number seems to be getting smaller. He feels that is more significant improvement and would like to see those numbers in another presentation.

Mrs. Queen asked similar questions. When reviewing the grade levels and comparing it to the DRG data, the district increases in their ranking in terms of where they fall within the DRG. She wondered if there's a big leap in what's expected in Grade 10 as opposed to Grade 8. Mr. Duffy stated that there is a leap in the test. The test within the two-year span is more challenging. Mrs. Queen wondered if it is challenging to get the students to reach that leap. Mr. Duffy stated that it was more challenging, and there are a number of ways they are working to address that in the curriculum. There are very broad standards for ninth and tenth grade. There are difficult areas to reach in a single year. Teachers have commented that in April, May, and June, they are preparing them for a test in early March. They are giving up a full year of instruction to prep for this test. The CAPT test was designed as a measure of how well districts implement state curriculum. It was not designed to measure the proficiency of individual students. It hasn't been redesigned in ten years. Small modifications have been made, but they are not standards based. There are some weak spots within the standards.

Mr. Oshana is not criticizing and he is appreciative of the Mr. Duffy's work. He would like to see another report with longitudinal data in Southington. He doesn't know if comparing according to the DRG means anything. He feels that you go up and things get harder and the education gets more intense. He would expect to see grades stay at the same level or go up. Mrs. Smith stated that she had that data and would provide it to the Board.

Mrs. Lombardi shared that she believes that the district is in a good place. She appreciates all the data and what it's saying; however when she sees the enrichment program and the science programs in the district, it shows her the impact that Mr. Duffy and Ms. Riedinger are making.

Mr. Duffy stated that he would be happy to return to the Board in November to share a more detailed report.

8. Committee Reports

a. Policy and Personnel Committee Meeting ~ September 23, 2014

Mrs. Clark reported that the committee reviewed the Director of Technology position and the review of the Attendance Policy. The committee will be working with Mr. Connellan to review the director, network manager, and software specialist positions. The committee will be reviewing the job descriptions for these positions and additional information is forthcoming.

They also reviewed Attendance Policies #5112 and #5113. The guidelines set forth by the State Board of Education are rather detailed. It was agreed that the administration will work with a committee of principals to help with the revision of these policies.

9. OLD BUSINESS

a. Town Government Communications

Mr. Goralski shared that he and Mrs. Carmody attended the Planning and Zoning Plan of Conservation meeting the previous evening and they have an outstanding consulting firm that's handling the plan this year. They appear to have a solid plan for the future. Schools and public infrastructure of schools is one of the top three concerns.

Agenda item 10c signifies the start of the budget season for the Board of Education. He and Mrs. DiNello will meet to try to finalize the plan with the Board of Finance to address their current questions so they don't come up during the budget season.

b. Construction Update

Mr. Romano shared that the start of the school year was very successful. The construction at both schools is confined to specific areas and safety is priority. Work is ahead of schedule for the next phase, which is November 1. The auditorium at Kennedy Middle School is smashing.

Ms. Angela Cahill from Fletcher Thompson has left the firm for personal reasons and Mark Hopper is her replacement. He that feels this is a well-run team and they are in good hands.

Mrs. Johnson heard that the new technology was being rolled into the schools and she was surprised that the teachers will be using MacBooks instead of PCs. She also wondered if teachers would receive professional development on how to use the MacBooks. Mr. Goralski felt that this is more related to the technology plan in the district. Mrs. Smith stated that there was professional development for the high school staff, and the middle school staff has training scheduled.

The last meeting was postponed and they will be meeting on October 6.

c. 2013-2014 School Resource Officer Annual Report

Agenda item was moved to 7d.

d. Draft BYOD (Bring Your Own Device) Policy ~ Second Reading

MOTION: By Mrs. Clark, seconded by Mrs. Queen:

“Move that the Board of Education approve and adopt the Bring Your Own Device Policy, as presented by the Policy and Personnel Committee.”

Mr. Derynoski stated that the student representative brought up some interesting ideas and he would like the committee to review what they shared to ensure that their ideas are incorporated into the policy. It was explained that they would like to approve the policy, which is the first two pages, and the items mentioned by the student representatives would be included

in the regulations. The administration is responsible for the regulations, which are not required to be approved by the Board. Mrs. Smith stated that the policy adoption is the start, and the administration will review the regulations and share them with the Board at a future meeting. Mr. Goralski asked that the administration begin reviewing the regulations following the approval of the policy as soon as possible. Mr. Goralski asked that the administration consider adding to the section that states, “Devices cannot be used during assessments, unless otherwise directed by a teacher” the following words, “may be utilized for note taking.” Mrs. Smith stated that this is also being brought to the administration for their suggestions.

ROLL CALL: YES ~ Mrs. Carmody, Mrs. Clark, Mr. Derynoski, Mrs. Johnson, Mrs. Lombardi, Mrs. Notar-Francesco, Mr. Oshana, Mrs. Queen, and Mr. Goralski.

Motion carried unanimously by roll call 9 – 0.

10. NEW BUSINESS

a. CMT / CAPT Science Results
Agenda item was moved to 7 e.

b. Letter of Agreement ~ Grant Writer 2014-2015

MOTION: By Mrs. Lombardi, seconded by Mrs. Notar-Francesco:

“Move that the Board of Education extends the Letter of Agreement to Christine Boulanger to cover the 2014-2015 School Year, as presented.”

Motion carried unanimously by roll call 9 – 0.

c. Budget Assumptions/Priorities for 2015-2016

After lengthy discussion to review the assumptions and priorities the Board agreed to the following revisions:

- Bullet #4: Currently reads: “Salaries and benefits will increase based on commitments incurred through collective bargaining agreements.” Mrs. Lombardi proposed that they remove the word *increase* and replace it with the word *be*.
- Bullet #2: Keep the word *sequestration*.
- Bullet #2: Add to that bullet, “*Further reduced by sequestration legislation and reduction of grants and other supports to local communities.*”
- Bullet #4: Following the words, “...collective bargaining agreements,” add “*and other employment agreements.*”
- Under Priorities: Add a bullet to the end of the section that reads, “*Continue to monitor and update the security and well-being of the infrastructure of our facilities, student, and staff.*”

MOTION: By Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move that the Board of Education adopt the Budget Assumptions and Priorities for 2015-2016, as amended by the Board.”

Mrs. Johnson asked what the difference in revisions was from this year and last year. The administration will provide the Board with a copy of last year’s and a copy of this year’s that includes the recommended amendments.

ROLL CALL: YES ~ Mrs. Carmody, Mrs. Clark, Mr. Derynoski, Mrs. Johnson, Mrs. Lombardi, Mrs. Notar-Francesco, Mr. Oshana, Mrs. Queen, and Mr. Goralski.

Motion carried unanimously by roll call 9 – 0.

d. AFSCME Local 1303-140 of Council #4 Nurses Contract

MOTION: By Mrs. Notar-Francesco, seconded by Mrs. Queen:

“Move that the Board of Education approve the contract between the AFSCME Local 1303-140 of Council #4 Nurses and the Southington Board of Education.”

ROLL CALL: YES ~ Mrs. Carmody, Mrs. Clark, Mr. Derynoski, Mrs. Johnson, Mrs. Lombardi, Mrs. Notar-Francesco, Mr. Oshana, Mrs. Queen, and Mr. Goralski.

Motion carried unanimously by roll call 9 – 0.

e. Knightvertising Funding Request

Mr. Goralski stated that the Board received a copy of a letter sent to Mr. Connellan and referenced at the last meeting. Mr. Goralski provided a hard copy to the Board that includes all the activity from that Knightvertising account.

MOTION: By Mrs. Carmody, seconded by Mrs. Queen:

“Move that the Board of Education approve the request for Knightvertising funding to support completion of the concession stand at Southington High School with the installation of a hood and Ansell system at a cost not to exceed \$9,000, and that all invoices are submitted through the Director of Business and Finance. The remaining balance will be transferred to the Southington High School activity account under the direction of Dr. Semmel for other student needs at Southington High School.”

Mr. Oshana confirmed that the Knightvertising money had a specific purpose. This vote would say that we would move the money that was purposed to one item and transfer it to another account. Mr. Goralski referred the Board to the minutes from the Finance Committee meeting. When this was created, its intention was to make this a business entity for the business students. With that fund, 75 percent was going into an activity account as a holding space. The 25 percent allocated to the high school business department was spent and utilized. This information was confirmed by Ms. Pedrolini. The amount spent may actually have exceeded the 25 percent.

Mrs. Carmody shared that they had an advisory committee. The advisory committee always reviewed the money left and then would distribute the money to different organizations. No money was distributed over the past two years. They now have a request for \$9,000 for the concession stand, which will benefit the community. Mrs. Notar-Francesco explained that they did not have this information at the Finance Committee meeting when this was discussed. After gathering the additional information, it's clear that this request is worthwhile and should be supported.

Mr. DeFeo sent an email to Mr. Goralski and asked that he refer the Board to Mrs. Queen and if they have additional questions, to contact Mr. DeFeo directly. The Board thanked Mr. DeFeo for all his work. The information provided was very helpful. Mrs. Queen also stated that the water department donated time. This began with Ms. Helen Henne, and this funding will take this to the next level that is part of an ongoing vision. She is excited with everyone coming together to make this happen.

Mrs. Johnson asked about facility management. Mrs. Queen represents the Board on the Facility Use Committee. There are other groups that are currently using the facility. Of the groups using the concession stand, none are cooking. The logistics and procedures still need to be worked out. Mrs. Queen has a list of items to work on and will bring these items to the next Facility Advisory meeting.

Mr. Derynoski stated that it's still the Board of Education's responsibility because the concession stand is on school grounds. We need to identify who will be responsible for cleaning and maintaining. Mr. Goralski stated that it's a shared responsibility and it's not the responsibility of the Board of Education maintenance staff. If the bleachers need work, it will be a community discussion with shared responsibility.

Mr. Derynoski expressed that the Board still needed to be cautious because it is on school grounds. It was explained that this is part of the vision and why it's not called the turf advisory, but the Facility Advisory Committee.

Mrs. Queen stated that she would like to set up policies and expectations that include a checklist. Mrs. Clark stated that at the end of the day, with further discussion and groups involved and meeting with the committee, the entire community can benefit from this. However, the ground rules for use of the concession stand are not yet laid out, and they need to be.

Mr. Goralski stated that this will not be about making money; however, if a soccer booster club wants to use the concession stand to raise money for their group, they have that opportunity. Mrs. Queen will follow-up with the Board following her Facility Advisory Committee meeting.

ROLL CALL: YES ~ Mr. Derynoski, Mrs. Johnson, Mrs. Lombardi, Mrs. Notar-Francesco, Mr. Oshana, Mrs. Queen, Mrs. Carmody, Mrs. Clark, and Mr. Goralski.

Motion carried unanimously by roll call 9 – 0.

f. Student Expulsion, 2014-2015-01

MOTION: by Mrs. Notar-Francesco, seconded by Mr. Derynoski:

“Move to expel student 2014-2015-01, as stipulated by the Superintendent of Schools.”

Motion carried unanimously by voice vote 9-0.

g. AESOP Services

MOTION: by Mr. Derynoski, seconded by Mrs. Notar-Francesco:

“Move to approve that the administration secures the AESOP Services, as submitted to the Board.”

Mrs. Hunt shared that they currently have a part time person who makes calls to secure substitutes. That position includes evenings and early morning hours. AESOP is an automated system that allows staff to login to the system and book their days in advance. They can state the days they are available and assign themselves to a specific school. If there’s a position that does not get filled, it will make an automated call to the substitute list and prompt them to press the number one if they are available and press number two if they are not available.

Mrs. Hunt spoke with surrounding districts that are extremely happy with the system. Another advantage of these services is that substitutes can book themselves into a slot one-month in advance. Principals will also have access to the system and can check on the status of substitutes at any time. Each morning, the personnel office staff will monitor the report for the day.

This system would replace a part time staffing position that is currently being temporarily filled by one of the full time employees in the personnel office. It will take time for staff to become familiar with the process; however, the system is very user friendly and Mrs. Hunt is confident that it will be a preferred method for staff.

Mrs. Notar-Francesco stated that this sounds like a very efficient system and likes that the reports can be generated. Mrs. Hunt confirmed that this would allow substitutes to better plan their schedules, which should result in better coverage for the district. Additional benefits are that it will help for tracking for health care and will link to the timecard program that the district is in the process of acquiring.

Mrs. Hunt explained that the company would take approximately four weeks to set up the district. This is an online program and there would be a train-the-trainer approach for implementation throughout the district.

MOTION: Mr. Derynoski amended the motion, and it was seconded by Mrs. Notar-Francesco:

“Move to approve that the administration secures the AESOP Services as submitted to the Board and send the transfer request from the Business office to the Finance Committee for review.”

ROLL CALL: YES ~ Mrs. Johnson, Mrs. Lombardi, Mrs. Notar-Francesco, Mr. Oshana, Mrs. Queen, Mrs. Carmody, Mrs. Clark, Mr. Derynoski, and Mr. Goralski.

Motion carried unanimously by voice vote 9-0.

11. ADJOURNMENT

MOTION: by Mr. Derynoski, seconded by Mr. Oshana:

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 9:52 p.m.

Respectfully submitted,

Michelle Passamano

Recording Secretary

**Board of Education
Superintendent's Report
October 9, 2014**



1. Report on Bus Cameras (Attachment #1)
2. Water Department Booster Pump
3. School Safety and Security Plan

MEMO

To: Members of the Board of Education via Tim Connellan

Date: September 29, 2014

Re: Update on Traffic Violation Cameras on the Buses

Redflex Traffic Systems <http://www.redflex.com/index.php/en/solutions/redflex-student-guardian> is the vendor that installed traffic violation cameras on the buses. They originally installed cameras on (3) NBT buses. The buses were selected based on the routes traveled where the most violations were anticipated. Two of the three routes produced zero, or such limited, incidents captured that the cameras were removed.

There is one camera remaining on an NBT bus. During the 2013-2014 school year that camera captured (11) incidents of which (8) tickets were issued. Please see below for the summary report received from the vendor from 2013-2014. That camera has not captured any incidents since the start of the 2014-2015 school year.

I requested their criteria to add cameras to additional buses. They will add cameras upon our request. The cameras would be installed for a 5-7 day test period. That camera would need to capture at least one incident every two days during the test period in order to remain on the bus for the rest of that school year. Based on history it would be difficult to get a permanently added camera. THIS IS A GOOD THING!

I reviewed the program with Dean Barnes from New Britain Transportation (NBT). He shared that it is very infrequent that the buses are passed when the red lights are flashing. A motorist is not in violation of the law if they pass when the lights are yellow. This is where those who observe a passed bus may get confused about a potential violation. The bus drivers are instructed to watch for motorists. They will not open the bus door, which triggers the flashing red lights, until all vehicles are (a) at a stop (b) all vehicles are a safe distance away. If a NBT driver witnesses a violation they attempt to record the license plate and description of the vehicle. That information is forwarded to the state which on a 1st violation sends a warning letter, 2nd violation issues a \$450.00 fine and 3rd violation it is a loss of the license for 1 year.

As previously stated, the one camera that remains on a NBT bus hasn't captured any incidents this school year, albeit only 4 weeks into this school year. I was assured by the vendor that they do not intend to remove that camera.

Southington, CT

Program Highlights/New Developments

- The police interface has been modified to enable more efficient violation review and ticket issuance. Time to review and enforce has been reduced by 30%
- Proactive Route Analysis is ongoing, and is done to identify the risky routes; as a result of changes in routes and traffic patterns, several buses had equipment reassigned to ensure camera-buses are traveling routes with the most frequent passes, to maximize their effectiveness
- Your Student Guardian representatives are available to attend or provide template presentations to share the benefits of the program with your Board of Education or Town Council.

Police News

- Due to updates to the law enforcement interface, we will be scheduling police refresher to be completed over the summer, in time for the start of school
- The affidavit and photo-page have been combined into a single document
- Affidavits will no longer be emailed; they will automatically generated for printing when you hit "accept" from your police review queue
- The public site for violators to access their violation has been changed to www.sgphotonotice.com

Program Performance Summary

Buses Loaded	Incidents Captured	Tickets Issued
1	11	8

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date October 9, 2014

Decision Requested X Agenda Code 7. a.

AGENDA REPORTING FORM

Agenda Topic: Personnel Report

Summary of Issue: This Personnel Report includes appointments, resignations, retirements, and transfers for certified and classified personnel for 2014-2015.

Background: The attached report lists personnel activity from September 1, 2014 through September 30, 2014.

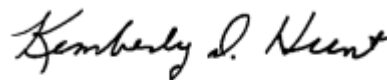
Alternative Strategies: _____

Cost (if applicable): N/A **Funding Source:** Board of Education

Beginning Date of Program or Project: _____ N/A

Ending Date of Program or Project: _____ N/A

Recommendation or Comment: Recommend that the Personnel Report be approved as submitted.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Titles of Attachments:

1. Personnel Report

Agenda – **October 2014**

PERSONNEL ACTIVITY REPORT
FOR: September 2014

APPOINTMENTS

Certified

Name	Position	School	FTE If Less Than 1.0	Effective Date	Highest Degree	University / School	Salary
Wilson, Erin	Grade 1 Teacher	Kelley		August 25, 2014	BA	Muhlenberg College	\$43,200.00
Newman, Claire	Special Ed Teacher	DES		September 8, 2014	BA	University of Hartford	\$46,750.00
Wade-Vauter, Jennifer	PE / Health Teacher	ALTA	.16	September 15, 2014	BA	Central CT State University	\$43,200.00 prorated to FTE and start date
Jayne, Holly	Business Teacher	SHS		October 1, 2014	MA	University of Bridgeport	\$52,235.00 prorated to start date
Smith, Samantha	Grant Funded Elementary Guidance Counselor			October 2, 2014	MA	Central CT State University	\$46,750.00 prorated
Walsh, Margaret	Director of Pupil Services	District		October 20, 2014	6 th Yr.	Southern CT State University	\$140,000.00

APPOINTMENTS

Classified

Name	Position	School	Hours Per Week	Effective Date	Salary / Hourly Rate
Marino, Lauren	Special Education Paraprofessional	JFK	19.50	To be determined	\$14.49
Angliss, Laura	Grant Funded Reading Tutor	JAD	25.00	September 3, 2014	\$13.63
Gravel, Ashley	Special Education Paraprofessional	Flanders	15.75	September 8, 2014	\$14.49
Bonola, Marcy	Grant Funded Reading Tutor	South End	25.00	September 8, 2014	\$13.30
Calderoni, Amanda	ABA Therapist	DES	35.00	September 8, 2014	\$17.51
Hung, Jessica	Software Support Specialist	Central Office	37.50	September 8, 2014	\$27.54
Barbagallo, Angelica	Kindergarten Paraprofessional	South End	15.75	September 9, 2014	\$14.49
Dellostritto, Fiona	Grant Funded Reading Tutor	Flanders	25.00	September 9, 2014	\$13.30
Krause, JoAnn	Special Education Paraprofessional	Flanders	15.75	September 9, 2014	\$14.49
Polverari, Jill	Special Education Paraprofessional	Plantsville	15.75	September 15, 2014	\$14.49
Cole, Betty	Special Education Paraprofessional	Plantsville	15.75	September 15, 2014	\$14.49
Lucian, Kristen	Special Education Paraprofessional	Derynoski	15.75	September 15, 2014	\$14.49
Perry, TiaMarie	Special Education Paraprofessional	JFK	19.50	September 15, 2014	\$14.49
Uliasz, Sharon	Special Education Paraprofessional	JAD	31.25	September 16, 2014	\$14.49
Farmer, Brittany	Grant Funded Reading Tutor	JFK	25.00	September 22, 2014	\$13.30
Alves, Kathleen	Special Education Paraprofessional	Plantsville	15.75	September 22, 2014	\$14.49
Patla, Andrea	Special Education Paraprofessional	Derynoski	18.75	September 22, 2014	\$14.49
Orsini, Marie	Special Education Paraprofessional	Derynoski	18.50	September 24, 2014	\$14.49
Dammling, Christine	Special Education Paraprofessional	Flanders	19.50	September 26, 2014	\$14.49
McEwen, Joyel	Special Education Paraprofessional	Flanders	15.75	September 26, 2014	\$14.49
Dion, Robin	Special Education Paraprofessional	Flanders	15.75	September 26, 2014	\$14.49
Billingsley, Amy	Special Education Paraprofessional	Flanders	16.00	September 26, 2014	\$14.49
Marzano, Elizabeth	Special Education Paraprofessional	Strong	15.00	September 26, 2014	\$14.49
Rossi, Gayle	Secretary, Class I Technology Department	Central Office	37.50	September 29, 2014	\$21.94
Blake, James	Grant Funded Math Tutor	Plantsville	10.00	October 1, 2014	\$13.30
Brayall, Kim	Clerk	Flanders	10.00	October 2, 2014	\$15.05
McAdoo, Ryan	Special Education Paraprofessional	JFK	19.50	October 6, 2014	\$14.49
Zakrzewski, Candace	BCBA	District		October 6, 2014	\$83,000.00 prorated
Schroeder, Elizabeth	Special Education Paraprofessional	JFK	19.50	October 7, 2014	\$14.49

RESIGNATIONS

Certified

Name	Position	School	Effective Date	Years of Service	Retire
Roushon, Irene	Special Education Teacher	JAD	November 15, 2014	11 years	Yes

Classified

Name	Position	School	Effective Date	Years of Service	Retire
Gottlieb, Heather	Part-Time Clerk	Flanders	September 6, 2014	4 months	No
Calderoni, Amanda	Part-Time Paraprofessional	DES	September 6, 2014	1 year	No
Hung, Jessica	Technology Secretary, Class I	Central Office	September 6, 2014	1 year	No
Wendrow, Donna	Secretary to Operations Administrator, Class I	Central Office	September 20, 2014	14 years	Yes

TRANSFERS

Certified

Name	From Position	From School	To Position	To School	Effective Date
No certified transfers in the month of October					

Classified

Name	From Position	From School	To Position	To School	Effective Date
No classified transfers in the month of October					

UNPAID LEAVES OF ABSENCE

Name	Position	School	Start Date	End Date	Reason
No unpaid leaves of absence in the month of October					

COACHING / STIPENDS

Appointments

Name	To Position	School	Effective Date	Stipend
Thompson, Robin	Freshman Coach / Volleyball	SHS	October 1, 2014	\$3,743.00
Andino, Christian	Assistant Coach / Cheerleading (Fall Session only)	SHS	September 25, 2014	\$1,561.00
Thompson, Nicole	Head Coach / Volleyball	JAD	September 3, 2014	\$2,602.00
Schena, Lillian	Business Dept. Facilitator	SHS	August 25, 2014	\$1,097.00

Resignations

Name	From Position	School	Effective Date
Garry, Michael	Freshman Coach, Boys Basketball	SHS	September 9, 2014
Calvi-Rogers, Marisa	Co-Assistant Coach, Wrestling	SHS	September 17, 2014



SOUTHINGTON BOARD OF EDUCATION
Southington, Connecticut

FINANCE COMMITTEE MEETING

Monday, October 6, 2014, 7:00 p.m.
Municipal Center Conference Room #2
200 North Main Street, Southington, CT 06489

Board Members Present: Jill Notar-Francesco, Chairperson; Terry Lombardi, Zaya Oshana; Patricia Johnson

From Administration: Sherri DiNello, Director of Business & Finance; Lisa Jones, Accounting/Purchasing Manager

The Finance Committee meeting was called to order at 7:03 p.m.

1. **SELF INSURANCE REPORT:**

The committee reviewed the claims versus budget through August 2014. Currently, the Board of Education is \$67,000 under budget. Mrs. DiNello noted that the August low claims offset the high July claims.

2. **BID AWARD: SNOW REMOVAL & SANDING SERVICES - BID #2015-BID-16:**

Ms. Jones provided information on the low bid vendor Green Meadows; however, Green Meadows is not going to accept additional sites. They feel they can service the DePaolo Middle School site (currently under contract) appropriately, but cannot take on additional work.

Evergreen Nursery was the second low vendor at the South End School location. The Finance Committee recommends awarding South End School to Evergreen Nursery at \$14,040 for one-year. However, Evergreen Nursery is not able to take on any additional sites because they do not have a large enough workforce.

Administration recommends rejecting the bids and rebidding Kennedy Middle School, Strong and Thalberg Elementary Schools. The committee agreed with the administration's recommendation.

Ms. Jones explained that she was notified the last week of September by Total Maintenance and they are not willing to continue years two (2) or three (3) of the Derynoski Elementary School contract. Therefore, administration is requesting to add Derynoski Elementary School to the bid document.

The committee agreed that four sites will be bid and a recommendation from administration will be brought to the October 22, 2014 Board of Education meeting.

3. **ELECTRICITY PURCHASE CONTRACT UPDATE:**

Mrs. DiNello updated the committee on the status of a Request for Proposal (RFP) being developed by the Town to hire a vendor to assist in commodities procurement and management. She explained the Town is in an electricity generation contract through 2017 and the Board of Education's contract expires in December 2014. Although the Board of

Education agreed to let the Director of Business & Finance follow the recommendation for energy procurement by the RFP vendor the timing of selecting that vendor will not provide enough time. Mrs. DiNello explained that because of this she continued to work with her Metromedia representative to get draft contracts and pricing.

Attorney Matt Ranelli at Shipman & Goodwin is reviewing the drafts to ensure the language provides generation allowance language for the three (3) solar projects. Mrs. DiNello is requesting authorization to enter a contract once it is approved by the attorney.

Pricing was received from TransCanada and Constellation and the three-year price would result in spending approximately \$68,000 less annually than the one-year contract price. The committee members had a number of questions about the solar credits, penalty concerns and the length of the contract. Mrs. DiNello will follow-up with Greenskies in regard to the solar projects and credits and she will send those responses before the Board of Education meeting.

The Finance Committee understands that pricing changes daily and will escalate as winter approaches. They plan to recommend that the Board of Education take action on providing the Business Office direction at the Board of Education meeting. However, they need to have more information prior to making a recommendation. Mrs. DiNello will follow-up with a "Question and Answer" sheet prior to the Board of Education meeting.

4. **NATURAL GAS PURCHASE UPDATE:**

Administration recommends following the advice of four different vendors that we return to Yankee Gas at the end of the Metromedia contract in November. Yankee Gas has the best price and the Southington Public Schools would be required to stay with Yankee Gas for 12-months. The Town plans to also return to Yankee Gas and then the vendor hired through the RFP process can assist the Town and Board of Education in making future decisions on gas contracts.

5. **TRANSPORTATION CONTRACT UPDATE:**

Mrs. DiNello provided a brief update on contract negotiations with New Britain Transportation.

6. **DRAFT OF EFFICIENCIES / COST SAVINGS REPORT:**

Mrs. DiNello explained that at an earlier Finance Committee meeting a request was made to develop a list of cost saving measures. She distributed a very rough draft of a document at the meeting and explained her concern of determining the purpose and audience for the report. Mrs. Lombardi shared that she felt this list would include action items and initiatives for savings and cost avoidances. She suggested it could then be included in an annual report without dollar amounts.

Mrs. Notar-Francesco shared that we may want to keep it as an internal document since committee and Board meeting minutes are public and cost saving measures are often reported out at meetings. Mr. Oshana agreed it is important that people know what is going on and that transparency is important, but was not sure that a list was necessary.

After a lengthy discussion, the committee came to a consensus that the central office administrators should make an effort to highlight savings and cost avoidances in their department's annual report that is submitted to the Superintendent of Schools. The Superintendent's Annual Report is published so the public has the opportunity to view.

7. **FINANCIAL UPDATE 2014-2015:**

The committee reviewed the financial update. Mrs. DiNello will bring transfer requests to the next Finance Committee meeting.

8. **MISCELLANEOUS:**

There were no items to discuss under miscellaneous.

The meeting adjourned at 8:22 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'S. DiNello', with several loops and flourishes.

Sherri P. DiNello
Director of Business & Finance

Purchasing Department
 Southington Public Schools

BID AWARD REQUEST

Bid Title - Snow Removal/Sanding Bid Number - 2015-BID-16

The attached compilation of the above listed bid is submitted for AWARD by the Superintendent of Schools, Board of Education Finance Committee and Board of Education.

Proposed Summary: This bid was advertised in two newspapers and posted on the Board of Education's website. Four vendors responded with bids. One vendor was rejected because of failure to include proper paperwork. At this time we are recommending that only site be awarded. The recommendation is that South End Elementary be awarded to Evergreen Nursery who was the second low vendor. The first low vendor declined this award.

Beginning Date of Project: first storm of the season	Ending Date of Project: last storm of the season
Funding Source: 32910	Previous Year's Cost: \$12,360
Budgeted	\$12,618
Proposed	\$14,040

Alternate options: JF Kennedy Middle School, Strong Elementary, and Thalberg Elementary Schools will be rebid.

Signature of Purchasing Agent _____ Date _____

Superintendent's Direction: _____ award as submitted - release orders to vendors
 _____ hold pending future action
 _____ rejected all _____
 part _____ adjust as directed below

Direction: _____

Signature of Superintendent of Schools _____ Date _____

_____ hold pending future action _____
 _____ part _____ adjust as directed below

Direction: _____

Signature of Finance Committee Chairperson _____ Date _____

Board of Education's Direction _____ award as submitted - release orders to vendors
 _____ hold pending future action
 _____ rejected all _____
 part _____ adjust as directed below

Direction: _____

Signature of Board of Education Chairperson _____ Date _____

BID COMPILATION

Snow Removal/Sanding Services - 2015-BID-16

Opened September 30, 2014

Projections based on three-year average

snow storms

10

snow and ice storms

14

	Vendor	2014-15			2015-16			2016-17					
		Per Storm	Extension	Projected Yearly Cost	Per Season Cost	Per Storm	Extension	Projected Yearly Cost	Per Season Cost	Per Storm	Extension	Projected Yearly Cost	Per Season Cost
South End School 5 yds sand													
Snow Removal Salt/Sand	Schmitt Lawn Care Southington				\$24,000.00			\$24,000.00				\$24,000.00	\$24,000.00
Snow Removal Salt/Sand	Green Meadow Cheshire				\$12,500.00			\$12,500.00				\$12,750.00	\$13,000.00
Snow Removal Salt/Sand	Evergreen Nursery Southington	\$1,205.00 \$55.00	\$12,050.00 \$770.00	\$12,820.00	\$14,040.00			no bid				no bid	



SOUTHINGTON PUBLIC SCHOOLS

Sherri DiNello
Director of Business & Finance

MEMO

TO: Finance Committee Members
DATE: October 3, 2014
RE: Electricity Purchase Contract Update

The Town Manager, Garry Brumback, is moving forward with developing a Request for Proposals (RFP) a consultant to manage the Town and Board of Education energy needs as well as procurement. At the Board of Education meeting on September 11, 2014, the Board agreed to participate and allow me the ability to follow the recommendation of the consultant.

Our generation of electricity contract expires in December of 2014 and the timing of the RFP and entering a new contract is problematic. As I shared previously, I continued to request pricing and draft contracts in an effort to be prepared to move forward before hiring a consultant, if necessary.

Robert Savery from Metromedia shared the market prices below on September 30, 2014:

12 Months	\$10.90
24 Months	\$10.50
36 Months	\$10.20

These prices are from Constellation (our current supplier) and TransCanada. Attorney Matthew Ranelli from Shipman and Goodwin is reviewing contract drafts to confirm that we will be protected for the changes in utilization due to solar, performance contracting, and increased size of the middle schools.

I am looking for authorization to enter into a contract once the approval process from the attorney and refreshed pricing is received. We can discuss the length of the contract at our meeting.



SOUTHTON PUBLIC SCHOOLS

Sherri DiNello

Director of Business & Finance

MEMO

TO: Finance Committee Members
DATE: October 3, 2014
RE: Gas Pricing

As you know, our contract extension for natural gas is expiring in November along with the town's contract. I met with Garry Brumback, Emilia Portelhinha and Annette Turnquist on October 1, 2014 to discuss strategies and we were advised by four different vendors that Yankee Gas has the best pricing. Based on the information that we have, I am recommending that we utilize Yankee Gas from December 2014 through December 2015 and that moving forward we will work with the vendor selected through the town RFP process.



SOUTHINGTON PUBLIC SCHOOLS

Southington, Connecticut Curriculum and Instruction Committee Meeting October 6, 2014

Committee chairperson, Mrs. Terri Carmody, called the Curriculum and Instruction Committee meeting to order at 10:05 a.m.

Members Present: Mrs. Terri Carmody, Mrs. Patricia Johnson, Mrs. Jill Notar-Francesco.
Absent: Mrs. Patricia Queen.

TIMOTHY F. CONNELLAN
SUPERINTENDENT OF
SCHOOLS

Present from district: Mrs. Karen Smith, Assistant Superintendent of Schools; Ms. Sally Kamerbeek, Principal, Hatton Elementary School; Mrs. Stephanie Lawlor, District Language Arts Coordinator.

KAREN L. SMITH
ASSISTANT SUPERINTENDENT
OF SCHOOLS

Cursive

By the end of fifth grade, students will be able to write legibly and read in cursive writing.

Grade 3 has a curricular responsibility to teach and to assess cursive writing:

- Students will be taught how to write all letters
- Informal assessment cursive writing will be administered. This should be an authentic task that is related to another content area.
- Opportunities for students to read cursive writing should be created after all the letters have been taught, then embedded into the daily routines of class. Examples include: writing in the morning message, schedule, or teaching points in cursive.

BOARD OF EDUCATION

BRIAN S. GORALSKI
BOARD CHAIRPERSON

TERRI C. CARMODY
VICE CHAIRPERSON

JILL NOTAR-FRANCESCO
SECRETARY

COLLEEN W. CLARK

DAVID J. DERYNOSKI

PATRICIA P. JOHNSON

TERRY G. LOMBARDI

ZAYA G. OSHANA

PATRICIA A. QUEEN

Grades 4 and 5:

- Opportunities for students to read cursive writing should be embedded into the daily routines of class. Examples include: writing the morning message, schedule, or teaching points in cursive.
- Students will be required to complete one writing task in cursive.

Mrs. Kamerbeek shared examples of typical writing within the primary grades and compared fall to spring writing progress, which was notable.

Spelling

Mrs. Stephanie Lawlor shared lesson samples with committee members. Spelling will be taught 15-20 minutes, four-five times per week, within elementary school classrooms. Each teacher must cover the *Build Basic Concepts* within the spelling program. Students in kindergarten and Grade 1 use *Words Their Way* and students in Grades 2-5 use the *Sitton* spelling program.

Assessments

- End of unit assessments will be given.
- *Words Their Way Spelling Inventory* will be administered three times per year. Grades 1 and 2 will take the Primary Spelling Inventory; Grades 3 and 4 will use the Elementary Spelling Inventory; and, Grade 5 will use the Upper Elementary Spelling Inventory. The results of these assessments are used to plan spelling groups.

Homework

Spelling homework will be given at least twice per week. One assignment is the 'Take Home Activity' and the other assignment is grade-level team determined for consistency

200 NORTH MAIN STREET
SOUTHINGTON, CT
06489

WWW.SOUTHINGTONSCHOOLS.ORG

OFFICE TELEPHONE
(860) 628-3202

FAX
(860) 628-3205

within the building. Parents will receive the grade level core words as well as the priority word lists at their school open house.

Pacing

The team developed pacing guides for all grades. All of the spelling and word work units align with Common Core State Standards.

The next meeting of the Curriculum and Instruction Committee will be held at South End Elementary School and the agenda will include a review of the pilot World Language Program.

Motion:

By Mrs. Johnson, seconded by Mrs. Notar-Francesco

“Move that the Curriculum and Instruction Committee meeting be adjourned.”

Motion carried unanimously by voice vote.

The meeting was adjourned at 11:34 a.m.

Respectfully Submitted,



Karen L. Smith
Assistant Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date October 9, 2014

Decision Requested _____ Agenda Code 9 a.

AGENDA REPORTING FORM

Agenda Topic: Town Government Communications

Summary of Issue: Communications (when applicable) will be discussed.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: N/A

Timothy J. Connellan

Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date October 9, 2014

Decision Requested _____ Agenda Code 9 b.

AGENDA REPORTING FORM

Agenda Topic: Construction Update

Summary of Issue: Phase II Construction and Renovation/Expansion of buildings are listed below with their current status.

Phase II Construction Projects:

South End Elementary School – New Construction:

The State Construction Support Services Unit continues to review final change orders with Newfield Construction.

Kennedy & DePaolo Middle Schools – Renovation/Expansion:

FF&E (furniture, fixtures and equipment) bids will be opened on Monday, October 6th. Fletcher Thompson will present results following reviews to the Building Committee for awarding contracts.

Background: At the September 14, 2000 Board of Education meeting, Chairman, David Derynoski, requested a permanent agenda report for school construction projects.

Cost (if applicable): \$16,860,000-South End \$89,725,000 – Middle Schools

Funding Source: State and Local

Beginning Date of Program or Project: Varied

Ending Date of Program or Project: Varied



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

High School Academic Reports

Presented by:
Dr. Martin J. Semmel
Southington High School
Principal

Which Reports will we review?

- ACT - 2014
- SAT – Class of 2014
- Advanced Placement (AP) 2014
- College Acceptance – Class of 2014

ACT 2014

Comparative Results



ACT 2014

Year	# of Test Takers		% Meets/Exceeds ACT Benchmark Score									
			English		Math		Reading		Science		All 4	
	SHS	CT	SHS	CT	SHS	CT	SHS	CT	SHS	CT	SHS	CT
2010	88	10,453	85	86	67	65	72	70	53	45	48	39
2011	113	10,809	91	86	81	68	79	72	57	46	50	42
2012	117	11,192	87	86	79	68	74	71	56	48	51	43
2013	110	11,551	88	86	79	68	68	66	65	56	57	46
<u>2014</u>	106	12,044	93	86	83	69	67	65	69	59	51	48

Benchmark Score is the minimum score needed in an ACT subject-area test to indicate a 50% chance of obtaining a B or higher or about a 75% chance of obtaining a C or higher in the corresponding credit-bearing college course

SAT 2014

Comparative Results



SAT 2014

Three Tests	Score Range
Mathematics	200-800 on each test
Critical Reading	
Writing	

What is a Good Combined Score?

The HIGHER the BETTER!!!!

National Average	1497
CT Average	1525
SHS 2014 Average <small>*sum of subtest mean scores</small>	1574 (+4 points)



SAT 2014

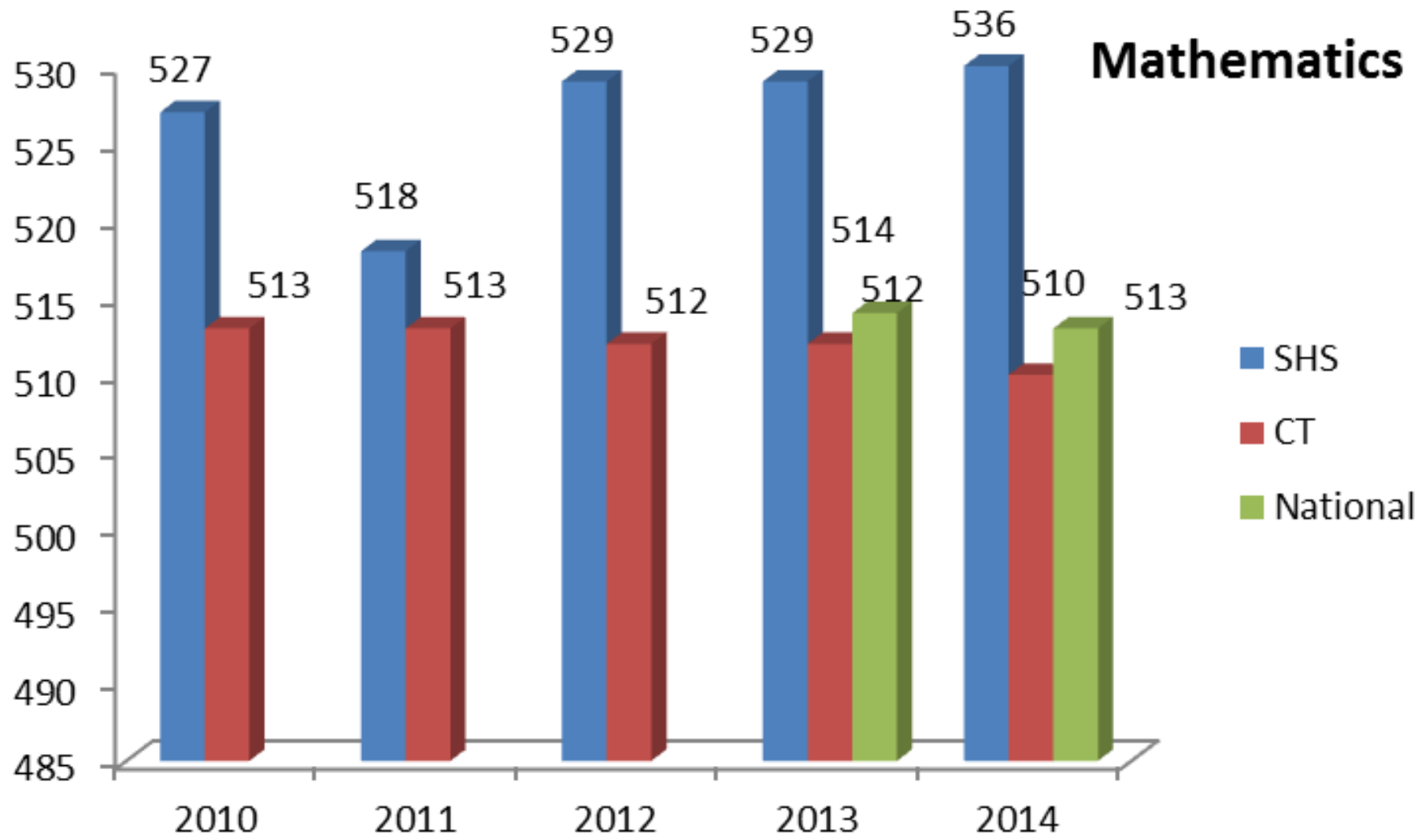
Percentage of Test Takers

Year	# of Test Takers	Percent of Test Takers
2010	342	69.8%
2011	418	76.9%
2012	379	80.1%
2013	371	79.1%
<u>2014</u>	<u>409</u>	<u>80.6%</u>

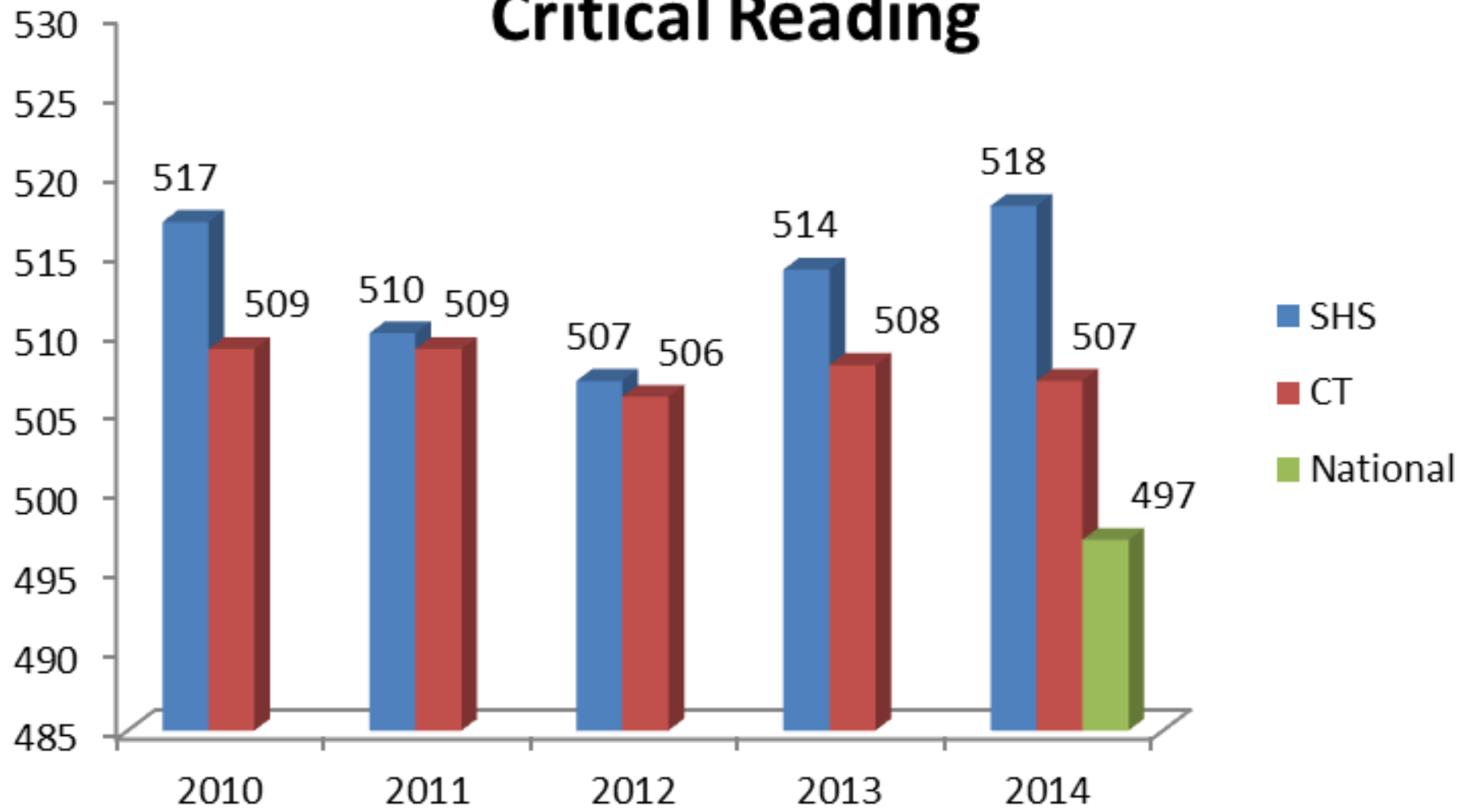
Percentage of SHS Test Takers Scoring ABOVE 600

	2013	<u>2014</u>
Critical Reading	15.9%	19.3%
Mathematics	23.7%	28.6%
Writing	21.8%	20.2%

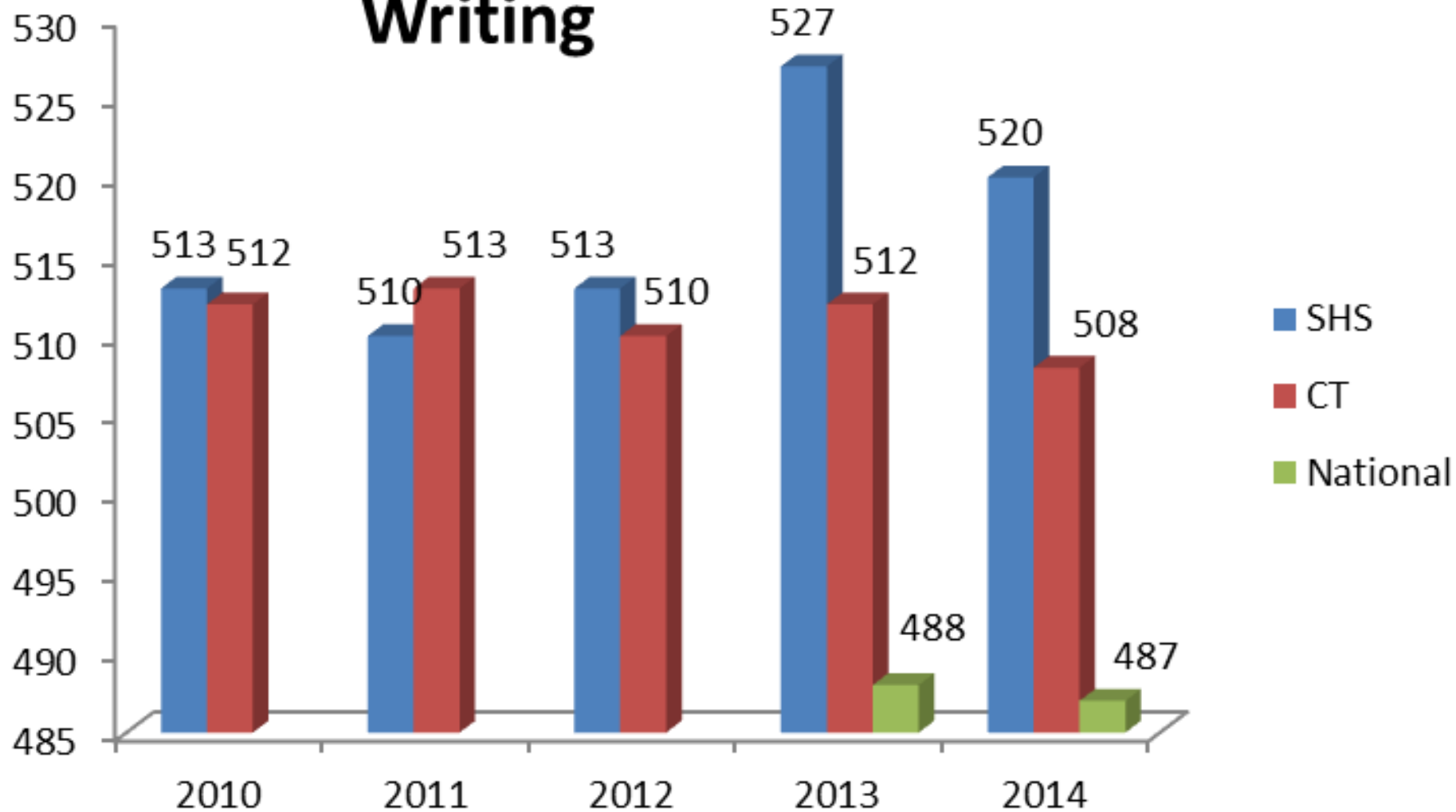
Mathematics



Critical Reading



Writing



Advanced Placement Report



Advanced Placement 2014

AP Courses offered

2011-12:	12
2012-13:	18
2013-14:	17
2014-15:	18

- We continue to be recognized by the CEEB for consistent improvement in both enrollment and scores!



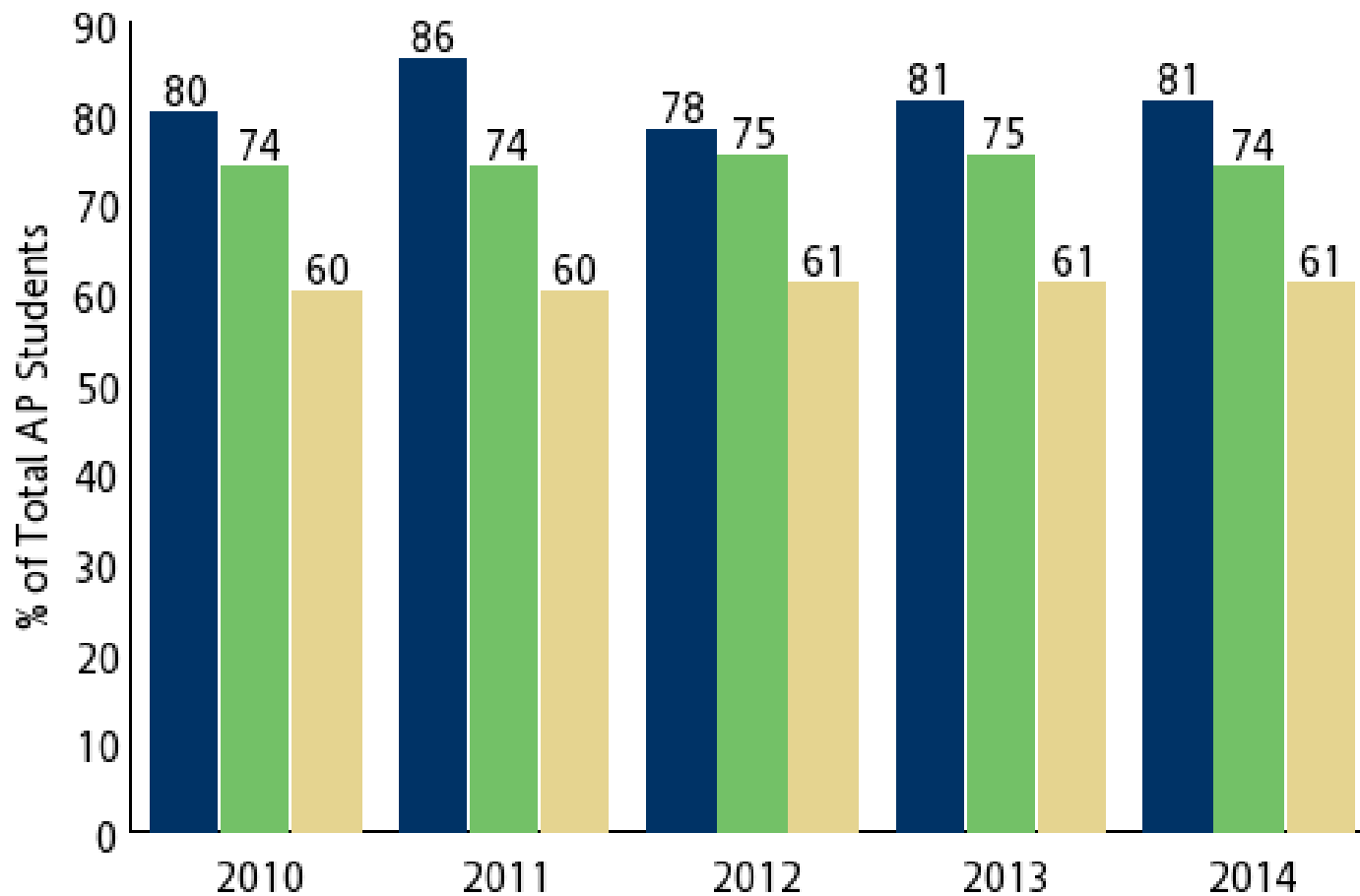
AP Exams

- 5 Score Bands
 - **5** Extremely Well Qualified = A in the corresponding college course
 - **4** Well Qualified = A-, B+, and B in equivalent college course
 - **3** Qualified = B-, C+, and C in college course
 - **2** Possibly Qualified
 - **1** No Recommendation
- *The college equivalent grades are determined by the individual institutions. However, periodically, the AP Program conducts college comparability studies for each AP subject by administering a portion of the AP Exam to college students enrolled in equivalent courses. The Program then compares the performance of these students on the sample AP Exam with their actual course scores. (AP Central)*

Five Year Trend in AP Results

	2010	2011	2012	2013	2014	2015
# Enrolled in AP courses	349	392	375	574	559	733
Total AP Students	211	184	241	274	254	
Number of Exams	337	319	371	500	450	
# of AP students with scores of 3+	168	158	189	223	274	
% of AP students with scores of 3+	79.6	85.9	78.4	81.4	80.7	

% of Total AP Students with Scores of 3+



Blue – Southington

Green – Connecticut

Yellow - Global

AP Award Level Acknowledgements

SHS Total Scholars	61	Average Score	3.73
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- AP Scholar:** Granted to students who receive scores of 3 or higher on three or more AP Exams
- AP Scholar with Honor:** Granted to students who receive an average score of at least 3.25 on all AP Exams taken, **and** scores of 3 or higher on four or more of these exams
- AP Scholar with Distinction:** Granted to students who receive an average score of at least 3.5 on all AP Exams taken, **and** scores of 3 or higher on five or more of these exams
- National AP Scholar:** Granted to students in the United States who receive an average score of at least 4 on all AP Exams taken, **and** scores of 4 or higher on eight or more of these exams

	SCHOLAR		HONORS		DISTINCTION		NATIONAL	
	2013	2014	2013	2014	2013	2014	2013	2014
Number of Scholars	18	27 <i>(+9)</i>	6	14 <i>(+8)</i>	12	20 <i>(+8)</i>	0	1 <i>(+1)</i>
Average Score		3.21		3.97		4.05		4.67

College Acceptance Report

Class of 2014

	Class of 2012	Class of 2013	Class of 2014
Graduates attending post-secondary educational institutions	89.3%	86.7%	88.5%
Graduates attending 4-year colleges	59.0%	63.1%	61.9%
Graduates attending 2-year colleges	27.3%	21.7%	25.0%
Graduates attending vocational/technical schools	3.0%	1.7%	1.6%
Graduates entering the military	1.7%	4.3%	1.7%
Graduates entering the workforce	6.7%	8.5%	8.9%
Graduates undecided about future plans	2.3%	0.6%	0.9%

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date October 9, 2014

Decision Requested X Agenda Code 10 c.

AGENDA REPORTING FORM

Agenda Topic: Out of State: Approval of Overnight/Out of State Field Trips

Summary of Issue: The Board of Education must give approval to field trips that are over 200 miles in distance from Southington, trips to foreign countries, or overnight field trips. Presented with this packet are the following field trips:

- *SHS DECA* to Washington, DC ~ Ultimate DECA Power Trip ~ November 21-23, 2014
- *SHS DECA* to Orlando, FL ~ International DECA Competition ~ April 24-29, 2015
- *SHS AgSci, FFA* to Louisville, KY ~ National FFA Competition ~ October 27-November 1, 2015

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** _____

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move that the Board of Education approves the attached field trips for the Southington High School DECA to attend Power Trip to Washington, DC and the International Competition to Orlando, FL; as well as the Agricultural Science FFA group to attend the National FFA Competition in Louisville, KY.

Titles of Attachments:

1. Field Trip Applications

Karen L. Smith

Signature of Staff Member Submitting Report

Timothy J. Connellan

Signature of Superintendent of Schools

Application for Out-of-State/In-State/Overnight Field Trip

Submit to Assistant Superintendent

Date: 9/2/14

Out of State: Yes No

Overnight: Yes No

Miles Round Trip: 600

Southington High School DECA November 21-23, 2014
School Class/Group Date of Trip

Name and Address of Destination Ultimate DECA Power Trip- Regional Leadership Conference- Washington, DC

Reasons for Field Trip Leadership workshops for DECA officers to learn and bring back skills and ideas. Two of our officers will be presenting a Leadership Skills workshop as state officers to other DECA members.

Itinerary (attach if needed) http://www.deca.org/docs/events-attachments/DECA_Power_Trip_DC.pdf

Departure Date/Time November 21, 2014 at 7:30 am Return Date/Time November 23, 2014 at 2:00 pm

of Students 16 # of Teacher/Chaperones 2 # of Buses 1

Have definite arrangements been made at the field trip destination? Yes No

Have met with nurse to address student health needs.

Nurse's Signature  Date 10/2/14

Have NOT met with the nurse. Will meet with the nurse to address student health needs when the student roster is complete. This meeting will take place approximately one-month prior to the scheduled trip.

Destination is handicap accessible: Yes No Lift Van Needed? Yes No

COST AND FINANCING

Source of Funds	Totals	Additional Notes
TOTAL Anticipated Cost of Trip	\$8,000	Registration, Room/Board, Transportation
Board of Education Contribution	\$0	
Other	\$0	
Fundraising Activity	(\$TBA)	School store and fundraising activities
BALANCE	\$8,000	Anticipate final cost being less after fundraising
Student Contribution		
Transportation	\$1,600	16 Students @ \$100.00
Entrance Fees, Room & Board	\$6,400	16 Students @ \$400.00
TOTAL Cost of Trip to Each Student	\$500	Expect price to be reduced following fundraising

SIGNATURES

Teacher Teresa Brown and Sandy Spinello (signatures on original) Date 9/2/14

Dept. Head Lillian Schena (signature on original) Date 9/2/14

Principal Dr. Martin Semmel (signature on original) Date 9/9/14

*DECA and Marketing are co-curricular: participation in DECA enhances the students' learning and develops leadership, communication, and team-building skills.

Comments *Fundraising/Proceeds from school store will help offset some of the expense.

Assistant Superintendent  Date 9/30/14 Approved Not Approved

Board of Education Approval*** YES NO Date _____

**Southington Public Schools
Southington, Connecticut**

Application for Out-of-State/In-State/Overnight Field Trip

Submit to Assistant Superintendent

Date: 9/2/14
 Out of State: Yes No
 Overnight: Yes No
 Miles Round Trip: 1184

Southington High School DECA April 24-29, 2015
 School Class/Group Date of Trip

Name and Address of Destination International DECA Competition- Orlando, FL

Reasons for Field Trip International Career Competition and Leadership Development Conference

Itinerary (attach if needed) Conference Agenda not posted yet. Click on link for information: <http://www.deca.org/events/icdc/>

Departure Date/Time April 24, 2015 at 8:00 am Return Date/Time April 29, 2015 at 6:00 pm

of Students 15 # of Teacher/Chaperones Estimated 2 # of Buses N/A

Have definite arrangements been made at the field trip destination? Yes No

Have met with nurse to address student health needs.
 Nurse's Signature _____ Date _____

Have NOT met with the nurse. Will meet with the nurse to address student health needs when the student roster is complete. This meeting will take place approximately one-month prior to the scheduled trip.

Destination is handicap accessible: Yes No Lift Van Needed? Yes No

COST AND FINANCING

Source of Funds	Totals	Additional Notes
TOTAL Anticipated Cost of Trip	\$15,000	Registration, Hotel, Flight, Ground Transportation, Food, Activities
Board of Education Contribution	\$0	
Other	\$0	
Fundraising Activity	(\$TBD)	School store proceeds/fundraising
BALANCE	\$15,000	
Student Contribution		
Transportation	\$9,000	15 Students @ \$600
Entrance Fees, Room & Board	\$6,000	15 Students @ \$400
TOTAL Cost of Trip to Each Student	\$1000	Expect price to be reduced following fundraising

SIGNATURES

Teacher Teresa Brown and Sandy Spinello (signatures on original) Date 9/2/14

Dept. Head Lillian Schena (signature on original) Date 9/2/14

Principal Dr. Martin Semmel (signature on original) Date 9/9/14

*DECA and Marketing are co-curricular: participation in DECA enhances the students' learning and develops leadership, communication, and team-building skills.

Comments *Fundraising/Proceeds from school store will help offset some of the expense.

Assistant Superintendent *Karen L. Smith* Date 9/30/14 Approved
 Not Approved

Board of Education Approval*** YES NO Date _____

Application for Out-of-State/In-State/Overnight Field Trip

Submit to Assistant Superintendent

Date: August 20, 2014

Out of State: Yes No

Overnight: Yes No

Miles Round Trip: 850

Southington High School Ag Sci ~ Future Farmers of America (FFA) October 27 - November 1, 2015
School Class/Group Date of Trip

Name and Address of Destination Kentucky Exposition Center, Louisville, KY

Reasons for Field Trip 87th National FFA Convention & Expo ~ Competition and College/Career Show
Tues & Sun, Travel Days; Wed-Sat include competitions, tours, workshops, and career
Itinerary (attach if needed) show. The Southington group will be staying with the Connecticut delegation.

Departure Date/Time October 27, 2015 - Time TBD Return Date/Time November 1, 2015 - Time TBD

of Students 5 # of Teacher/Chaperones 1 # of Buses

Have definite arrangements been made at the field trip destination? Yes No

Have met with nurse to address student health needs.
Nurse's Signature _____ Date _____

Have NOT met with the nurse. Will meet with the nurse to address student health needs when the student roster is complete. This meeting will take place approximately one-month prior to the scheduled trip.

Destination is handicap accessible: Yes No Lift Van Needed? Yes No

COST AND FINANCING

Source of Funds	Totals	Additional Notes
TOTAL Anticipated Cost of Trip	\$3,750	
Board of Education Contribution	\$	
Other	(\$1,000)	Agriculture Field Trip Account
Fundraising Activity	(\$1,000)	Estimated amount that will be raised from fundraising
BALANCE	\$1,750	
Student Contribution		
Transportation	\$1,500	5 Students @ \$300
Entrance Fees, Room & Board	\$250	5 Students @ \$50
TOTAL Cost of Trip to Each Student	\$350	

SIGNATURES

Teacher Patrick O'Keefe (signature on original) Date 8/28/14

Dept. Head Marion Stannard (signature on original) Date 8/28/14

Principal Dr. Martin Semmel (signature on original) Date 9/9/14

Comments This is an annual trip for the FFA group from the Agricultural and Science program.

Assistant Superintendent Karen L. Smith Date 9/30/14 Approved
Not Approved

Board of Education Approval*** YES NO Date _____