

Regular Meeting

Tuesday, September 13, 2011 7:00 PM Eastern

Bloomfield Board of Education 1133 Blue Hills  
Avenue Board Room  
1133 Blue Hills Avenue  
Bloomfield, CT 06002

1. Establishment of a Quorum and Call to Order
2. Pledge of Allegiance
3. Opening Statement
4. Consent Agenda
  - 4.A. Approval of Minutes - Regular Meeting - June 14, 2011
  - 4.B. Approval of Minutes - Special Meeting - June 21, 2011
5. Presentations
6. Public/PTO Comment
7. Superintendent's Report
  - 7.A. Opening of School Report 2011-2012
  - 7.B. Superintendent's 100 Day Entry Plan
  - 7.C. Facilities Update
  - 7.D. Financial Report
  - 7.E. Big Picture Update
8. Old Business
9. New Business
  - 9.A. Closing the Achievement Gap
  - 9.B. Summer School Report
  - 9.C. Climate and Satisfaction Survey Report
  - 9.D. Acceptance of School Improvement Grant Funds (SIG)
  - 9.E. Approval of Patricia Pavelka Workshop Proposal
  - 9.F. ED-099 Agreement for Child Nutrition Signature Change Form
10. Adjournment
11. NEXT REGULAR BOARD MEETING - OCTOBER 18, 2011

**BLOOMFIELD BOARD of EDUCATION - REGULAR MEETING**

June 14, 2011 07:00PM  
Bloomfield Board of Education  
1133 Blue Hills Avenue  
Board Room

PRESENT: S. Thompson, Chair                      D. Seldon, Vice Chair  
          D. Dale, Secretary                      R. Ike  
          S. True                                      J. Michel

ABSENT: D. Quinones

ALSO PRESENT: J. Thompson, Jr., Superintendent

**I. ESTABLISHMENT OF A QUORUM AND CALL TO ORDER, and**

**II. PLEDGE OF ALLEGIANCE**

S. Thompson, Chair, determined a quorum was present and called the meeting to order at 7:05 p.m. The attendees rose to recite the Pledge of Allegiance.

**III. OPENING STATEMENT**

S. Thompson, Chair, welcomed all attendees. The purpose and process of the Board of Education Meetings were stated.

#### **IV. CONSENT AGENDA**

A motion was made by D. Dale and seconded by R. Ike to approve the Bloomfield Board of Education regular meeting minutes from May 10, 2011, as amended. The motion was passed unanimously.

#### **V. PRESENTATIONS**

##### **A. CAPSS/Superintendent's Awards**

Awards were presented by the principals of Bloomfield High School, The Big Picture School, Carmen Arace Middle School and Carmen Arace Intermediate School. Achievements of each student receiving the award was stated.

A recess was called 7:35 so each student, their parents and guests had an opportunity to meet the board of education members. The meeting resumed at 7:48.

#### **VI. PUBLIC/PTO COMMENTS**

##### **A. Public/PTO comments**

No public or PTO comments were presented.

##### **B. Student Representative Report**

S. Peart eloquently expressed her appreciation of her years in the Bloomfield Schools and the opportunity to be the Board of Education's Student Representative. She specifically thanked S. Galloway and the other high school staff for making the High School a special environment.

#### **VII. SUPERINTEDENT'S REPORT**

##### **A. K-7 Summer School 2011 Update**

J. Thompson, Superintendent, presented the update for summer school grades K-7. To date, 433 students (35%

of K-7 population) have registered. The final enrollment is expected to be approximately 40% of the K-7 population. As a first year summer school, the parent's taking the initiative to enroll their children in the program was impressive.

Discussion regarding incoming Kindergartener's educational experience and tracking their development was discussed. This analysis will be considered in the future.

**B. Bloomfield High School/2011Summer School Update**

S. Galloway, Principal, presented the update for Bloomfield High School 2011 Summer School. There are three programs offered:

- Summer Academy for incoming 10<sup>th</sup> graders needing to improve their academic skills,
- Rising Scholars is an enrichment program to prepare students for upper classes and
- Bloomfield Alternative Academy for credit recovery. This program assists student in their effort to graduate on time.

**C. Satisfaction Survey**

The survey will be extended through June 20<sup>th</sup>.

**D. Financial Survey**

J. Jacoby presented the budget projections and expenditure reports. There will be some fluctuation in the \$ Under (Over) Budget Number and a portion of the under budget number will be returned to the Town.

A list of consultants and their functions was requested by the board. J. Thompson will distribute this information to the board members.

A detailed accounting of Contracted Services was also requested. J. Jacoby will present this information to J. Thompson.

**VIII. OLD BUSINESS**

No Old Business was discussed.

**IX. NEW BUSINESS**

**A. Approval of Healthy Food Certification Statement for 2011-2012**

A motion was made by D. Seldon and seconded by D.Dale that the Bloomfield Board of Education approve the Healthy Food Certification Statement for 2011-2012, as presented. The motion was passed unanimously.

**B. Proposed Bloomfield High School Schedule for 2011 - 2012**

A motion was made by D. Seldon and seconded by D.Dale that the Bloomfield Board of Education approve the Bloomfield High School schedule for 2011-2012, as presented. The motion was passed unanimously.

**X. ADJOURMENT**

At 8:32 p.m., a motion to adjourn was made by D. Dale and seconded by D. Seldon. The motion was passed unanimously.

**XI. NEXT REGULAR BOARD MEETING September 13, 2011**

Although there are no meetings scheduled for July and August, and questions or concerns may be brought to the board of education's attention during this period.

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Dick Dale, Secretary

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Superintendent

**BLOOMFIELD BOARD of EDUCATION - SPECIAL MEETING**

June 21, 2011 06:00PM  
Bloomfield Board of Education  
1133 Blue Hills Avenue  
Board Room

PRESENT: S. Thompson, Chair                      D. Seldon, Vice Chair  
          D. Dale, Secretary                      R. Ike  
          S. True

ABSENT: J. Michel                                      D. Quinones

ALSO PRESENT: J. Thompson, Jr., Superintendent

**I. ESTABLISHMENT OF A QUORUM AND CALL TO ORDER, and**

**II. PLEDGE OF ALLEGIANCE**

S. Thompson, Chair, determined a quorum was present and called the meeting to order at 6:00 p.m. The attendees rose to recite the Pledge of Allegiance.

**III. NEW BUSINESS**

**A. Consideration and Action on the Appointment of Chief Operating Officer**

Christopher Leone was introduced to the Board of Education members and appointed by Dr. J. Thompson as the Chief Operating Officer.

**B. Consideration and Action on the Appointment of Chief Academic Officer**

Dr. Ellen Stoltz was introduced to the Board of Education members and appointed by Dr. J. Thompson as the Chief Academic Officer.

**C. Consideration and Action on the Appointment of Director of School Improvement**

Marcellus Leon McKinley was introduced to the Board of Education members and appointed by Dr. J. Thompson as the Director of School Improvement.

All were welcomed by the Board of Education Members.

**D. Approval of July 1, 2011-June 30, 2014 Collective Bargaining Agreement Between the Bloomfield Board of Education and the Bloomfield Federation of Educational Personnel Local #4176, AFTCT, AFT, AFL-CIO**

A motion was made by D.Dale and seconded by D. Seldon to approve the July 1, 2011 - June 30, 2014 collective bargaining agreement between the Bloomfield Board of Education and the Bloomfield Federation of Educational Personnel Local #4176, AFTCT, AFT, AFL-CIO. The motion was passed unanimously.

**E. Approval to Modify Bloomfield High School Existing Dress Code**

After a presentation of the modified dress code for Bloomfield High School by S. Galloway and it was agreed that all dress code changes should be managed at the school level as long as the changes are within the guidelines established.

**F. Approval to Change Advanced Placement and Honors Level Course Values at Bloomfield High School**

S. Galloway presented the change in weighted values that are used to determine the GPA.

A motion was made by D.Dale and seconded by R. Ike to approve the change advanced placement and honors level course values at Bloomfield High School as presented. The motion was passed unanimously.

**IV. ADJOURNMENT**

At 6:37p.m., a motion to adjourn was made by D. Dale and seconded by R. Ike. The motion was passed unanimously.

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Dick Dale, Secretary

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Superintendent

# Bloomfield

## BOE EXPENDITURE REPORT BY MAJOR OBJECT

| Account Number / Description                       | Adopted Budget<br>7/1/2011 -<br>6/30/2012 | Expenses YTD<br>7/1/2011 -<br>6/30/2012 | Encumbrances<br>7/1/2011 -<br>6/30/2012 | Balance Before<br>Req's Sub.<br>7/1/2011 -<br>6/30/2012 | Submitted<br>Requisitions<br>7/1/2011 -<br>6/30/2012 | Balance After<br>Req's Sub | Percent<br>Remaining<br>7/1/2011 -<br>6/30/2012 |
|--|---|---|---|---|--|----------------------------|---|
| <b>01 CERTIFIED SALARIES</b>                       | \$16,312,917.00                           | \$968,250.26                            | \$14,251,977.79                         | \$1,092,688.95  | \$0.00   | \$1,092,688.95             | 6.69%   |
| <b>02 NON-CERTIFIED SALARIES</b>                   | \$5,830,398.00                            | \$633,499.01                            | \$4,918,856.60                          | \$278,042.39  | \$0.00   | \$278,042.39               | 4.76%   |
| <b>03 EMPLOYEE BENEFITS</b>                        | \$7,589,855.00                            | \$143,845.79                            | \$1,174,643.84                          | \$6,271,365.38  | \$4,800,000.00                                       | \$1,471,365.38             | 82.62%  |
| <b>04 CONTRACTED SERVICES</b>                      | \$1,372,530.00                            | \$170,738.34                            | \$341,450.46                            | \$860,341.20  | \$500.00   | \$859,841.20               | 62.68%  |
| <b>05 PUPIL TRANSPORTATION</b>                     | \$2,090,506.00                            | \$63,007.77                             | \$1,653,242.17                          | \$374,256.06  | \$0.00   | \$374,256.06               | 17.90%  |
| <b>06 INSURANCE</b>                                | \$247,714.00                              | \$7,798.00                              | \$0.00                                  | \$239,916.00  | \$0.00   | \$239,916.00               | 96.85%  |
| <b>07 COMMUNICATIONS</b>                           | \$192,904.00                              | \$14,640.81                             | \$88,582.49                             | \$89,680.70   | \$1,834.90   | \$87,845.80                | 46.48%  |
| <b>08 TUITION</b>                                  | \$2,130,138.00                            | \$32,549.86                             | \$1,172,509.96                          | \$925,078.18  | \$20,461.00  | \$904,617.18               | 43.42%  |
| <b>09 OTHER PURCHASED SERVICES</b>                 | \$103,598.00                              | \$7,208.13                              | \$30,990.31                             | \$65,399.56   | \$0.00   | \$65,399.56                | 63.12%  |
| <b>10 SUPPLIES</b>                                 | \$721,329.00                              | \$139,456.96                            | \$122,441.13                            | \$459,430.91  | \$15,864.36  | \$443,566.55               | 63.69%  |
| <b>11 OPERATION &amp; MAINTENANCE OF BUILDINGS</b> | \$1,501,584.00                            | \$268,779.04                            | \$1,182,662.31                          | \$50,142.65   | \$0.00   | \$50,142.65                | 3.33%   |
| <b>12 TEXTBOOKS/LIBRARY BOOKS/OTHER SUPPL</b>      | \$230,939.00                              | \$19,518.72                             | \$8,566.64                              | \$202,853.64  | \$637.00   | \$202,216.64               | 87.83%  |
| <b>13 EQUIPMENT</b>                                | \$58,285.00                               | \$9,258.48                              | \$6,917.00                              | \$42,109.52   | \$1,234.00   | \$40,875.52                | 72.24%  |
| <b>14 MISCELLANEOUS</b>                            | \$172,407.00                              | \$25,130.87                             | \$58,514.96                             | \$88,761.17   | \$950.95   | \$87,810.22                | 51.48%  |
| <b>GRAND TOTAL</b>                                 | <b>\$38,555,104.00</b>                    | <b>\$2,503,682.04</b>                   | <b>\$25,011,355.66</b>                  | <b>\$11,040,066.31</b>                                  | <b>\$4,841,482.21</b>                                | <b>\$6,198,584.10</b>      | <b>28.63%</b>                                   |

## School Improvement Grant ABSTRACT

Bloomfield High Schools' School Improvement Grant funds will provide the necessary resources to transform the school from low performing to high achieving through the use of ongoing, high quality, job-embedded professional development that is aligned with the District and Schools' comprehensive instructional programs to ensure staff are equipped to facilitate effective teaching and learning strategies, focused on student performance analysis, with professional support from the district, newly hired staff and Connecticut Department of Education consultants. The high school has chosen the transformation model, which allows the school leadership and staff to implement a 'Re-Conceptualized High School' based on the research-based characteristics of high performing high schools. The foundation of Bloomfield High School's transformation efforts will be centered on a strategic literacy initiative. The School Improvement Grant Funds will support the transformation through:

- the development and implementation of a Freshman Literacy Academy
- the development of an Academic Literacy Center staffed by tutors and lead by a Literacy Instructional Specialist
- the development of data support for school-level and content area data teams with the hire of a Data Team Support Facilitator
- focused and aligned professional development and literacy support lead by a School-wide Literacy Specialist who will work with staff to focus on school improvement around teaching and learning and interdisciplinary literacy instruction in all content areas
- technical assistance for staff to implement scientific, research-based, field tested strategies through a School Improvement Specialist
- the implementation of a yearly summer academy program for incoming 9th and 10th graders
- implementation of professional development focused on technology utilization within the content areas
- and through district support and alignment with the development of an Office for School Improvement and Intervention.

The grant funds will also support the development of a district wide teacher and administrator evaluation process with the help of professional consultants in the area of staff evaluation. The new evaluation protocol will incorporate student growth as a significant factor as well as other factors such as multiple observations and will be designed and developed with teacher and administrator involvement. Additionally, the high school will implement and develop a School Governance Council that will advise the principal on the school improvement plan.

In order to meet the transformation goals set by the School Improvement Grant parameters, Bloomfield High School will embark on a data-driven, research-based, implementation plan that is focused on literacy and student achievement through high quality teaching and learning.





**STATE OF CONNECTICUT**  
**DEPARTMENT OF EDUCATION**



**GRANT AWARD NOTIFICATION**

**1 Grant Recipient**

BLOOMFIELD PUBLIC SCHOOLS  
 1133 BLUE HILLS AVENUE  
 BLOOMFIELD, CT 06002-2721

**4 Award Information**

Grant Type: FEDERAL  
 Statute: P.L. 107-110  
 CFDA #: None  
 SDE Project Code: SDE000000000002

Grant Number: 011-000 12060-22223-2011-82071-170003

**2 Grant Title**

SCHOOL IMPROVEMENT - 1003(g)

**5 Award Period**

7/1/2010 - 9/30/2012

**3 Education Staff**

Program Manager:  
 Michelle Rosado 860-713-6748

Payment & Expenditure Inquiries:  
 Eugene Croce (860) 713-6470

**6 Authorized Funding**

Grant Amount: \$800,000

Funding Status: Final

**7 Terms and Conditions of Award**

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

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2010 and June 30, 2011 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2011. For grants awarded for two-year periods beginning July 1, 2010, final second-year budget revision requests covering the entire two-year period must be received at least 60 days prior to the expiration of the grant period but no later than February 1, 2012. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

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

This grant has been approved.

6/9/2011

Marion Martinez  
 Associate Commissioner  
 Div of Teach & Learn & Instr Leadership

# BUDGET FORM

Created On: 9/7/2011

## ED 114

**Fiscal Year:** 2012  
**Grantee Name:** BLOOMFIELD  
**Grant Title:** SCHOOL IMPROVEMENT - 1003(g)  
**Project Title:**  
**Fund:** 12060    **SPID:** 22223    **Year:** 2011    **PROG:** 82071    **CF1:** 170003    **CF2:**  
**Grant Period:** 7/1/2010 - 9/30/2012  
**SDE Project Code:** SDE000000000002

**Funding Status:** Final  
**Vendor ID:** 00011  
**Authorized Amount:** \$800,000

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$800,000

| CODES | DESCRIPTIONS                        | BUDGET           |
|-------|-------------------------------------|------------------|
| 100   | PERSONAL SERVICES - SALARIES        | 558,250          |
| 200   | PERSONAL SERVICES-EMPLOYEE BENEFITS | 137,750          |
| 300   | PURCHASED PROF/TECH SERVICES        | 57,000           |
| 400   | PURCHASED PROPERTY SERVICES         |                  |
| 500   | OTHER PURCHASED SERVICES            | 21,000           |
| 600   | SUPPLIES                            | 19,000           |
| 700   | PROPERTY                            | 7,000            |
| 890   | OTHER OBJECTS                       |                  |
|       | <b>TOTAL</b>                        | <b>\$800,000</b> |

Original Request Date: 6/6/2011

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This budget was approved by Michelle Rosado on 8/4/2011.

# **Proposal for Bloomfield School District**

## **by Pat Pavelka. July 29, 2011**

*Unless noted, all dates are for Freshman Academy*

### **August 25 & 26, 2011**

Meet with Jill Narine and Dr. Ellen Stoltz to create a strategic Literacy Plan for 9<sup>th</sup> and 10<sup>th</sup> graders. Plan includes the following five areas:

#### **1. Reading Knowledge Survey for Teachers**

- Create and customize a survey for Bloomfield educators to gain information about their understanding and interpretation of reading strategies and best practices.
- Designate three dates for teachers to complete surveys.

#### **2. Reading Knowledge Survey for Students**

- Create and customize a survey for 9<sup>th</sup> and 10<sup>th</sup> grade Bloomfield students to gain information about their knowledge of reading strategies and metacognition as well as attitudes about and interests in reading.
- Designate three dates for students to complete surveys.

#### **3. Design Double Reading Period for all 9<sup>th</sup> and 10<sup>th</sup> Graders**

- Create and customize walkthrough protocols.
- Design and organize the two hour block:
  - Strategies
  - Materials
  - Instruction
  - Application and utilization of strategies by students
- Select high impact strategies:
  - Time line for introducing specific strategies
  - Plan Professional Development.
- Assessing:
  - Design and organize progress monitoring tool for both teachers and students (i.e., how and what will be assessed)?
    - How often (weekly, monthly, etc.)?
    - How long (period of six weeks, 12 weeks, etc.)?
    - How will data will be reported (i.e., anecdotal, numerically, charts, graphs, etc.)

#### **4. Embedding Reading Strategies In Content Area Classes**

- Take the reading class goals and objectives and apply them to content area classes (science and social studies).

#### **5. Embedding Reading Strategies In English/Language Classes**

- Take the reading class goals and objectives and apply them to English/Language classes.

**September 14**

- 7:30-9:00 / 2:30-3:30: Professional Development
- 9:00-2:30: Walkthrough observations with Jill Naraine

**September 15, 16, 19, 20**

- Walkthrough observations with Jill Naraine
- Organize and study information from teacher and student surveys
- Individual coaching
- Feedback to teachers
- Plan October visits and Professional Development

**October 3, 4**

*Teachers will have had two and a half weeks to implement strategies from September 14<sup>th</sup> PD and to work with suggestions from their feedback time*

- Walkthrough observations
- Teacher assessments
- Individual coaching
- Feedback with teachers
- Plan end of October visits and Professional Development

**October 5**

- 7:30-9:00 / 2:30-3:30: Professional Development
- 9:00-2:30:
  - Walkthrough Observations
  - Teacher assessments
  - Individual coaching
  - Feedback to teachers

**October 17**

- Visit Vincent and Metacomet Schools

**October 19**

- 7:30-9:00 / 2:30-3:30: Professional Development
- 9:00-2:30:
  - Walkthrough observations
  - Teacher assessments
  - Individual coaching
  - Feedback to teachers

**October 24, 25**

*Teachers will have had two weeks to implement strategies from October 5<sup>th</sup> PD and to work with suggestions from their feedback time*

- Walkthrough observations
- Teacher assessments
- Individual coaching
- Feedback with teachers
- Plan November visits and Professional Development

**November 16**

- 7:30-9:00 / 2:30-3:30: Professional Development
- 9:00-2:30:
  - Walkthrough observations
  - Teacher assessments
  - Individual coaching
  - Feedback to teachers

**November 17, 18**

*Teachers will have had four weeks to implement strategies from October 19<sup>th</sup> PD and to work with suggestions from their feedback time*

- Walkthrough observations
- Teacher assessments
- Individual coaching
- Feedback with teachers
- Plan December visits and Professional Development

**November 21**

- Visit Carmen Arace Intermediate and Middle School

**November 28, 29**

- Walkthrough observations
- Teacher assessments
- Individual coaching
- Feedback with teachers
- Plan December visit

**December 12**

- Walkthrough observations
- Teacher assessments
- Individual coaching
- Feedback with teachers
- Plan next steps

**January 4, 2012**

- 7:30-9:00 / 2:30-3:30: Professional Development
- 9:00-2:30:
  - Walkthrough observations
  - Teacher assessments
  - Individual coaching
  - Feedback to teachers

**January 5, 6**

- Walkthrough observations
- Teacher assessments
- Individual coaching
- Feedback with teachers
- Plan January 25th Professional Development

**January 9, 10, 11**

- Visit Vincent and Metacomet Schools
- Visit Carmen Arace Intermediate School
- Visit Carmen Arace Middle School

**January 25**

- 7:30-9:00 / 2:30-3:30: Professional Development
- 9:00-2:30:
  - Walkthrough Observations
  - Teacher assessments
  - Individual coaching
  - Feedback to teachers

**January 26, 27**

*Teachers will have had three weeks to implement strategies from January 4<sup>th</sup> PD and to work with suggestions from their feedback time*

- Walkthrough observations
- Teacher assessments
- Individual coaching
- Feedback with teachers
- Plan February 8<sup>th</sup> Professional Development

**February 8**

- 7:30-9:00 / 2:30-3:30: Professional Development
- 9:00-2:30:
  - Walkthrough Observations
  - Teacher assessments
  - Individual coaching
  - Feedback to teachers

**February 9, 10**

*Teachers will have had two weeks to implement strategies from January 25<sup>th</sup> PD and to work with suggestions from their feedback time*

- Walkthrough observations
- Teacher assessments
- Individual coaching
- Feedback with teachers

**February 13, 14**

- Visit Vincent and Metacomet Schools
- Visit Carmen Arace Intermediate School
- Visit Carmen Arace Middle School

**February 27, 28, 29**

*Teachers will have had three weeks to implement strategies from February 8<sup>th</sup> PD and to work with suggestions from their feedback time*

- Walkthrough observations
- Teacher assessments
- Individual coaching
- Feedback with teachers
- Next Steps