

**WALLINGFORD BOARD OF EDUCATION
INSTRUCTIONAL COMMITTEE MEETING
Monday – June 3, 2013
Board of Education Conference Room
Mark T. Sheehan High School**

MINUTES

I. CALL TO ORDER

Chairperson Cei called the meeting to order at 7:08 p.m.

BOARD MEMBERS PRESENT

M. Brooder, K. Castelli, J. Cei, C. Mansfield, J. Marrone, R. McKay, C. Miller

STAFF MEMBERS PRESENT

D. Bryant, E. Cohn, R. Duthie, J. Guarino, S. Lorenzo, B. McCully, S. Menzo, Z. Popko

II. ACCEPTANCE OF MINUTES

Instructional Committee Meeting minutes of May 6, 2013 were accepted as presented.

III. PRESENTATION

A. School Counseling Department: Initial Response to Guidance/School Counseling Audit & Student Success Plan Update and Approval of Wallingford District School Counseling Vision Statement, Mission Statement and Goals

David Bryant, Principal at Lyman Hall High School, spoke to the Board about the Guidance/School Counseling Improvement Plan. School counselors from both middle schools and both high schools have reviewed all recommendations that were in the audit and developed a school counseling improvement plan which includes eleven objectives. Objective #1 is to embed the following vision statement and mission statement within all aspects of the district school counseling services. The Wallingford District School Counseling Vision Statement is as follows: *Wallingford School Counselors, in collaboration with parents and members of the school community, will empower students to discover and achieve their maximum potential as life-long learners and productive citizens.* The Wallingford District School Counseling Mission Statement is as follows: *The mission of the Wallingford School Department is to support growth in the academic, personal/social, and career development for all students in collaboration with parents, teachers, support staff, administrators and the community.* In addition school counselors and administrators have developed School Counseling Goals as follows: *The Wallingford School Counseling program will include the following 3 domains: Academic Development – Students will complete their school experience with the academic preparation needed to choose from a wide range of substantial post-secondary options. Personal/Social Development – Students will make decisions, and take necessary action to achieve well-defined goals based on personal and social responsibility. Career Development – Students will acquire the 21st Century skills to investigate the world of work in relation to knowledge of self and to make informed career decisions in a global society.*

Objective #2 is to establish a working job description for school counselor evaluation by June 2014. School counselors and administrators will develop a job description to be utilized as part of the performance evaluation tool. Objective #3 is for school counselors to attain greater visibility as a department and as individuals. They will develop a District School Counseling Advisory Committee and establish a calendar for meeting dates/times and events for school year 2013-2014.

Objective #4 is school counseling responsibilities and assignments will be revised as indicated by a needs assessment. School counselors will review and develop specific assessments for middle and high schools by December 2013. This includes developing assessments for a Developmental School Counseling Program. Objective #5 is to change the Guidance Department name to School Counseling Department. The district will be advised to use the name School Counselor instead of the name Guidance.

Objective #6 is to provide professional development aligned with counseling issues and functions. School counselors will attend appropriate professional development opportunities during the 2013-2014 school year to expand the scope of professional development opportunities. Objective #7 is for leadership to continue providing team-building opportunities for all school counselors. School counselors will participate in the District School Counseling Management team. Objective #8 is to optimize career opportunities for students through a career center at each high school with appropriate staffing and space to launch orientation to new services. Objective #9 is to develop a district-wide Student Success Plan which will promote improved individualized student outcomes. The plan will encompass middle school and high school student needs. Objective #10 is to hire part time clerical support to allow school counselors to improve direct services to students by September 2014. Objective #11 is to have IT support staff help improve district school counseling communications to all stakeholders. Administrators and school counselors will identify which IT support will be needed.

IV. DISCUSSION

A. Strategic Plan Narrative Update

Ellen Cohn, Assistant Superintendent, stated the Strategic Plan Narrative updates the Board received are from May of this year and include the following Strategic Plan areas: District Climate, Communication, Community Partnerships, Technology and Curriculum & Instruction. Marc Deptula, Maintenance Director, will submit his Maintenance update in June. The Strategic Plans include updates on specific goals within each of these plans.

B. "Channel 1" at Dag Hammarskjold and James H. Moran Middle Schools Update

Ellen Cohn stated the Board requested this item agenda to address concerns from a parent of a middle school student who was concerned about the content of the educational programs viewed by middle school students on Channel 1. Channel 1 has been in both middle schools since 1992 and provides a daily broadcast (from 7:58 a.m. to 8:10 a.m.) which includes a ten minute news report and two minutes of advertisements. News reports are based upon current issues and from all over the world. Within the two minute advertisement time there are messages on teen issues such as the need to stay in school, staying healthy, drinking and driving, the causes of anorexia, drug abuse and addiction, how important it is to vote, volunteerism, the benefits of reading, kindness, respect for others and blood donation.

Mrs. Cohn emailed three questions to each middle school and asked for feedback regarding the following questions: #1 – What are the benefits of Channel 1 news daily? #2 – What would be the impact of discontinuing Channel 1 news? #3 – Do we have alternate technology to broadcast video to all classrooms without Channel 1 news? A compilation of teacher and student feedback to these questions was distributed to Board members and administrators. Without the Channel 1 system in the library, the ability to broadcast a video from a DVD directly to the entire school at one time using a closed TV system will no longer exist. The only other alternative is to ask teachers to go on the internet and broadcast a video from YouTube, our server, or a copy saved to each teacher's computer. This would have to be synchronized to ensure it is playing at the same time for all classes. Bandwidth with so much video playing might be a problem along with this approach being dependent on internet and server speed on any given day. Both principals are not in favor of discontinuing Channel 1.

C. Discussion of Health Survey

Mrs. Cohn stated there were a few questions from the last month's Instructional Committee meeting when Craig Turner from Wallingford Youth and Social Services presented the Connecticut School Health Youth Behavior Survey. There were concerns about how will students be taken care of while they were taking the survey and how will results from the survey be disseminated. Again, teachers will be asked to ensure there is a quiet and calm environment for students while they are taking the survey and all teachers will be provided with a list of instructions for administering the survey. The Board also approved a passive parental consent form for students at both high schools to take the survey in the fall of 2013.

IV. ADJOURNMENT

There being no further business, Chairperson Cei adjourned the meeting at 8:10 p.m.

Respectfully submitted,
Betsy McCully
Assistant Superintendent's Secretary