

**WALLINGFORD BOARD OF EDUCATION  
INSTRUCTIONAL COMMITTEE MEETING  
Tuesday – September 3, 2013  
Board of Education Conference Room  
Hall-Elton Building**

**MINUTES**

**I. CALL TO ORDER**

Chairperson Cei called the meeting to order at 6:50 p.m.

**BOARD MEMBERS PRESENT**

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

**STAFF MEMBERS PRESENT**

S. Menzo, C. McNamara, S. Parkhurst, R. Mancusi, B. McCully

**II. ACCEPTANCE OF MINUTES**

Instructional Committee Meeting minutes of June 3, 2013 were accepted as presented.

**III. PRESENTATION**

**A. District 2013 CMT and CAPT Results**

Shawn Parkhurst, Assistant Superintendent, stated the elementary schools are in the year three of implementation of Common Core standards, grades 6-8 just began this process, and the high schools will begin after the middle schools. Wallingford's implementation has been a full year ahead of several other districts throughout the state along with CMT/CAPT preparation no longer happening. The shift in instruction is also no longer aligned to CMT/CAPT. The mathematics shift that occurred included foundational concepts building from one grade level to the next. In K-2 the focus is on a deeper conceptual understanding of addition and subtraction, in grades 3-5 students move into multiplication and division of whole numbers and fractions, in grades 6-8 students concentrate on ratios and proportional relationships; expressions and equations; arithmetic of rational numbers and linear algebra. There is an emphasis on speed and accuracy so there is a fluency of computation. Important to remember there is the whole application of mathematical understanding in new situations through writing and speaking.

The reading shifts that occurred at the elementary level include having students identify key ideas and details along with making logical inferences, be able to support conclusions with evidence from the text, determine central ideas, summarize and analyze text in detail. Students now examine craft and structure, interpret words and phrases, analyze structures of text and assess point of view. Students now integrate knowledge and ideas, synthesize and apply information presented, evaluate text reasoning and analyze how two texts address similar themes.

The shifts in writing are content shifts. Students now focus on mechanics and grammar, there is less instructional time on test prep prompt writing and unlike the CMT, Common Core expects students to demonstrate knowledge and skill in all three types of writing each year: narrative, informational and argument. The next steps for Wallingford is to continue the implementation of Common Core State Standards with a focus on middle school and high school, implement SBAC pilot assessment in Spring 2014, build capacity of staff/professional development and increase Common Core State Standards communication.

## **B. SEED Update – (Connecticut’s System for Educator Evaluation and Development)**

Colin McNamara, Assistant Superintendent, distributed a copy of the PowerPoint presentation which was given to all teachers last Thursday at the teacher’s in-service day. The three-hour presentations were given at each of the high schools, each of the middle schools and at the four elementary (sister schools). The goal of the presentation was to deepen the understanding of the general structure and processes in Wallingford’s new teacher evaluation plan, to identify the components of the new evaluation plan and understand how they relate, to examine the Common Core of Teaching Rubric for Effective Teaching and to build awareness of goals, student learning objectives (SLO’s), and Indicators for Academic Growth and Development (IAGD’s). SEED has four teacher rating components: Student Growth and Development (45%), Observation of Teacher Performance and Practice (40%), Parent Feedback (10%) and Whole School Student Learning or Student Feedback (5%).

The annual evaluation process for a teacher shall at least include, but not limited to, the following steps, in order: Goal Setting and Planning – An orientation process will be completed by September 15, next there will be teacher reflection and goal setting with a goal setting conference set by November 15. In January/February there will be mid-year check-ins and an end of year summative review by June 1<sup>st</sup>.

## **IV. DISCUSSION**

### **A. Face The World – A Nonprofit Educational Exchange Foundation for International Students**

Dr. Menzo stated this summer he was approached by a family that potentially would like to have an exchange student come to the Wallingford Public Schools. He asked if the Board feels the district should continue to offer exchange students opportunities to come to our schools. The policy has not been updated in several years. If Wallingford would like to accept students from other countries through a “Host Family”, then the Board policy must be revised.

The unanimous consensus of the Board was to allow the policy committee to revise the current Exchange Student policy.

### **B. Aquatic Activity Safety (Pool Safety) Policy**

Dr. Menzo stated the State of Connecticut is now requiring local and regional school Boards that offer student aquatic activities to adopt, by July 1, 2014, a pool safety plan that ensures compliance with the an Act Concerning Pool Safety at Public Schools and review and update the plan as necessary before the start of each school year. The plan must also include any other provisions deemed necessary and appropriate for ensuring the safety of students who use school pools for aquatic activities. Currently the district employs lifeguards from the local YMCA at the Sheehan pool. The policy committee will be reviewing an Aquatic Activity Safety policy in the future.

## **V. POLICY**

### **A. Proposed Adoption of Revised Policy – JFCG – Use of Tobacco**

Mr. Parkhurst stated this policy is before the Board for added revisions.

The unanimous consensus of the Board was to send the proposed adoption of revised policy JFCG – Use of Tobacco to the Board of Education for action at its next meeting.

**B. Proposed Adoption of Revised Policy – KGCA – Use of Tobacco**

Mr. Parkhurst stated this policy is before the Board for added revisions.

The unanimous consensus of the Board was to send the proposed adoption of revised policy KGCA – Use of Tobacco to the Board of Education for action at its next meeting.

**VI. OTHER**

**A. Discontinued Pursuit of Appeal for Paraprofessional Unemployment Compensation**

Dr. Menzo stated that Wallingford has appealed the unemployment compensation for the paraprofessionals twice and lost both times. The state statute does not support what the district has been dealing with regarding this issue. It is his recommendation to discontinue the pursuit of any additional appeals. The total financial impact was less than \$20,000.

Mr. Parkhurst announced the kickoff meeting for the Early Childhood Exploratory Committee will be September 18, 2013. At this meeting several different aspects of early childhood will be examined.

**VII. ADJOURNMENT**

There being no further business, Chairperson Cei adjourned the meeting at 8:50 p.m.

Respectfully submitted,  
Betsy McCully  
Assistant Superintendent's Secretary