

**WALLINGFORD BOARD OF EDUCATION  
INSTRUCTIONAL COMMITTEE MEETING  
Monday – December 14, 2015  
Ag-Science Community Room  
Lyman Hall High School**

**MINUTES**

**I. CALL TO ORDER**

Chairperson Cei called the meeting to order at 6:33 p.m.

**BOARD MEMBERS PRESENT**

J.P. Bolat, K. Castelli, J. Cei, K. Hlavac, J. Marrone, R. McKay, C. Shortell, M. Votto

**STAFF MEMBERS PRESENT**

R. Arciero N. Brophy, J. Corso, N. DaPonte, K. Friend, S. Govin, M. Iles, M. Deptula, R. Duthie, C. LaTorre, C. Laudadio, C. Lavalette, C. Madancy, R. Mancusi, B. McCully, S. Menzo, S. Parkhurst, V. Reed, K. Veilleux, P. Wiesen

**II. DISCUSSION**

**A. Discussion and Possible Consensus on Wallingford Safe Homes – A Pledge for Parents**

This item was tabled for a future Instructional Committee Meeting.

**III. PRESENTATION**

**A. Presentation of Wallingford Public Schools/Office Depot Partnership**

This item was tabled for a future Instructional Committee Meeting.

**B. Presentation of Wallingford School Counseling Department Strategic Plan**

Melissa Iles, School Counselor Coordinator, stated building a cohesive school counseling community starts with a common mission. The mission statement for the Wallingford School Counseling Department is as follows: *The Counseling Department is to support the academic, personal/social, emotional, college and career development for all students in collaboration with parents, teachers, support staff, administrators and the community in order for students to achieve their personal best.* Currently the district's counseling department staff members help students in the development of student success plans, attend district-wide counseling meetings, help with college and career exploration planning, provide school crisis intervention, help navigate the college search and application process, consult with parents, teachers, support staff and administrators and provide collaboration and coordination of resources within the Wallingford community.

Mrs. Iles stated building a school counseling department strategic plan is based on the following goals: Student access, articulation & communication, curriculum, professional development and program management/accountability. The district must look at the way students are serviced, look at the events offered to parents and move towards combining some school events for parents and students. Some of the events hosted this school year by the school counseling department include a high school workshop for completing the common application to colleges and universities for parents and students, an internet safety event for all middle and high school parents and career centers at the high schools remaining open late for parent and students working on resumes/college applications.

The district now provides professional development which is working toward building a department that looks at how school counselors can meet the needs of all students in a systematic way using all areas of expertise. School counselors co-chair the NEASC committee (New England Association of Schools and Colleges), they visit the ARTS program (Alternative Route to Success Academy) and deliver developmental school counseling lessons as well as participating in committees at school building levels. Data collection has occurred this school year through surveys conducted on events being held for parents and students. The information from these surveys was used to adjust school counseling lessons and to gather ideas about what parents and students would like to see happen from the school counseling department. The end-of-the-year senior student survey will be updated to be uniform at both high schools. In addition, the department is reviewing what and how data is collected from students who graduated from Wallingford Public Schools.

Mrs. Iles stated future endeavors include completing the school counseling department strategic plan, develop, revise and implement a school counseling curriculum, create a needs assessment, increase communication with parents and staff, continue to work on enrollment for students to have job shadow opportunities and internships, continue to investigate issues and concerns surrounding mental illness, work on enhancing the transition process from middle to high school for students and parents, build relationships with local colleges and universities, continue collaboration with community organizations, create a place to electronically store Student Success Plans, create Student Success Maps in Naviance, collect data in the areas of academic planning, achievements in high school and success after high school, establish new procedures within the 504 process and use the 504 paperwork consistently between school buildings and to build an environment where learning from one another will build school counseling departments that will service students based on their needs.

### **C. Presentation of Strategic Plan Narrative Updates**

Dr. Menzo stated this strategic plan narrative update (2015-2020) is comprised of highlights of accomplishments and proposed new initiatives. Marc Deptula, supervisor of buildings and grounds, reviewed the Facilities Strategic plan accomplishments from the previous plan which included capital projects, providing a safe and secure learning environment, energy efficiency and non-capital projects. Proposed new initiatives include building improvements at Sheehan High School, at Moran Middle School, at Pond Hill School, at Parker Farms School, at Rock Hill School and at Yalesville School.

Robert Arciero, Moses Y. Beach School principal, worked on the District Climate Strategic plan. Mr. Arciero reviewed the accomplishments from the previous plan which included the completion of staff climate surveys, expanding professional development opportunities for non-certified staff, staff completion of DCF and bullying training & procedures, all students being educated in effective problem solving skills and to provide avenues for students to feel they are in a safe, healthy environment. Proposed new initiatives include all staff will feel respected and included in the school community, having district employees model understanding of the code of professional responsibility, all students to be educated in effective problem solving and to have all students continue to feel they are in a safe and healthy environment.

Mr. Parkhurst worked on the Technology Strategic plan and reviewed the accomplishments from the previous plan which included improved student academic achievement through the integration of technology throughout the K-2 curriculum, faculty members and staff are proficient in the use of existing technology, ensured that all K-12 educational institutions have the capacity, infrastructure, staffing and equipment to meet instructional and business needs, developed future financing requirements to support the technology plan and developed a system to evaluate effective technology tools. Proposed new initiatives include to continue improving student academic achievement through the integration of technology throughout the K-12 curriculum, ensure that all faculty members and staff remain proficient in the use of existing technology and to continue ensuring that all faculty members and staff remain proficient in the use of existing and future technology.

Communication, Professional Responsibilities and Teacher Leadership/Community Partnerships Strategic plan was the next area to be reviewed. Accomplishments from the previous plan include the use of technology platforms to better utilize communication between students, parents, families and the community regarding information about our schools, promotion of a district culture that ensured all substantive decisions were made to support the components of the Wallingford Public Schools' mission and vision, all stakeholders had the opportunity to provide feedback and suggestions on significant district initiatives, communication practices among all schools was improved, the district created a culture of professional growth and responsibility for all staff, staff attendance data was utilized to develop plans to address patterns of attendance and wellness, reciprocal relationships with colleges, universities and other post-secondary institutions were established and ensuring students who graduate are ready to meet the challenges that await them after they leave Wallingford Public Schools. Proposed new initiatives include continuing to provide students, parents, families and the community access to pertinent information on a regular basis, the school district will create a culture of professional growth for all staff and promote a culture of professional responsibility. Students will benefit from interacting with older students, alumni, senior citizens and the local international community.

Mr. Parkhurst worked on the Curriculum and Instruction Strategic plan and reviewed the accomplishments from the previous plan. Updated curriculum and newly developed units of study in math and English language arts were used to help students master foundational skills and knowledge at every level of their education, students learned how to become excellent communicators, new programs were put in place to help students prepare for their next challenge in school and in life and opportunities were provided at both the middle schools and high schools for students to explore and understand their own strengths. Proposed new initiatives include students will continue to master foundational skills and knowledge at every level of their education, they will continue to be excellent communicators, they will learn and develop their competencies for working independently and with others, they will be highly prepared for their next challenge in school and in life and all students will continue to have the opportunity to explore and understand their own strengths, challenges and interests and continue to make connections between them and the real world of learning, work and life.

#### **IV. CURRICULUM**

##### **A. Proposed Deletion of H.S. Course: English 4**

Mrs. Laudadio stated to provide students with more choice in course selection in their senior year for English credit, the current full year English 4 course is proposed for deletion. New elective course options are being proposed. In addition, the study of World Literature, which is actually the current English 4 curriculum, was shifted to the sophomore year two years ago.

The unanimous consensus of the Board was to send the deletion of H.S. course: English 4 to the Board of Education for action at its next meeting.

##### **B. Proposed Adoption of New H.S. Course: Senior Seminar in English Language Arts – Academic & Honors**

Mrs. Laudadio stated this stated this semester-long course is necessary to provide college-bound students with the research and writing skills necessary for success at the next level. This course will replace the current senior English 4 course. Senior Seminar in English Language Arts will be a half-year course and will focus on a wide variety of both literary and informational texts. In addition to composing a personal narrative, students will be engaged in research and presentation, as well as argumentative and analytical writing. All academic and honors level seniors must be enrolled in this course in the fall semester of their senior year.

The unanimous consensus of the Board was to send the adoption of new H.S. course: Senior Seminar in English Language Arts – Academic & Honors to the Board of Education for action at its next meeting.

**C. Proposed Adoption of New H.S. Course: Senior Seminar in English Language Arts - General**

Mrs. Laudadio stated this semester-long course is necessary to provide students with the opportunity to research vocational interests and develop necessary skills to make them college or career ready. This course will replace the current English 4 course. This half-year course will focus on reading skills and strategies, vocational exploration, as well as presentation and writing skills. In addition to composing a personal narrative, students will be engaged in research and informational writing. All general level seniors must be enrolled in this course in the fall semester of their senior year.

The unanimous consensus of the Board was to send the adoption of new H.S. course: Senior Seminar in English Language Arts - General to the Board of Education for action at its next meeting.

**D. Proposed Adoption of New H.S. Course – Mythology and Monsters**

Mrs. Laudadio stated this course will provide students with more choice in course selection in their senior year for English credit. The current full year English 4 course is being proposed for deletion and this course is one of the elective offering being proposed to replace English 4. From ancient mythology to contemporary texts, monsters have been romping in our midst with relentless stamina and strength. This course will explore mythology from a variety of cultures. Students will examine themes and narratives that emphasize the importance of mythical elements to the modern world.

The unanimous consensus of the Board was to send the adoption of new H.S. course: Mythology and Monsters to the Board of Education for action at its next meeting.

**E. Proposed Adoption of New H.S. Course – Life, Love, Death and Immortality**

Mrs. Laudadio stated this course will provide students with more choice in course selection in their senior year for English credit. The current full year English 4 course is being proposed for deletion and this course is one of the elective offering being proposed to replace English 4. This half year course that may be taken for senior English credit will allow students to explore the transient nature of life and love and the possibilities for rebirth, remembrance, renewal, and the philosophical ideology of immortality.

The unanimous consensus of the Board was to send the adoption of new H.S. course: Life, Love, Death and Immortality to the Board of Education for action at its next meeting.

There being no further business, Chairperson Cei adjourned the meeting at 8:35 p.m.

Respectfully submitted,  
Betsy McCully  
Assistant Superintendent's Secretary