

**WALLINGFORD BOARD OF EDUCATION MEETING
TOWN COUNCIL CHAMBERS, ROOM 315
45 SOUTH MAIN STREET, WALLINGFORD
MONDAY, OCTOBER 28, 2013**

To inspire, educate and support all students as they discover and pursue their personal best.

Wallingford Public Schools, with families and community, will distinguish itself with innovative teaching and learning experiences in a safe and supportive environment. Our goal is to ignite passion for learning and excellence in every student so that each becomes a life-long contributor to the local and global communities.

MINUTES

CALL TO ORDER

Chairperson, Roxane McKay, called the meeting to order at 7:08 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

The Clerk of the Board, Elizabeth Napolitano, called the roll.

BOARD MEMBERS PRESENT

BROODER, CASTELLI, CEI, MANSFIELD, MARRONE, MCKAY, MILLER, REYNOLDS, VOTTO

STAFF MEMBERS PRESENT

MENZO, MCNAMARA, PARKHURST, BACKUS, DEPTULA, MANCUSI, WONG, NAPOLITANO

STUDENT BOARD REPRESENTATIVES

Kaitlyn Marunda, Student Board Representative from Lyman Hall High School, came before the Board to give her report.

- On October 5 Lyman Hall hosted a successful Marching Band competition
- On October 16 the PSAT was administered to sophomores and juniors while the freshman and seniors participated in a leadership conference
- Milton Creon spoke on topics such as substance abuse and work ethics
- October 24 the Student Council held a blood drive with over 70 donations made
- October 25 and 28 the upperclassmen gave tours and answered questions for the eighth graders from Dag Hammarskjold Middle School
- November 11 is Community Day where raking leaves takes place in town
- Homecoming will be held on November 23rd
- Powder Puff and Lyman Halls Music Parents Craft fair will be held on November 23rd also
- Ms. Labas will be talking about the new field house that is to be built
- The teams that have made to State this year are field hockey, boys' soccer, and volleyball. Volleyball also made the SED tournament and defeated Law on Saturday 3-1 and tonight they are playing Mercy at Mercy
- Youth Football and Cheerleading participated in a pink game with 10 year old to middle school children.
- In November for the Red Ribbon campaign the football players will wear red ribbons on their helmets

Mackenzie Mendygral, Student Board Representative from Mark T. Sheehan High School, came before the Board to give her report as listed below.

- Seniors are in full swing with college applications since Guidance has been helping them with the applications and with the complications of Naviance and Common App. to get over the hurdles
- Student has been busy planning Spirit Week as well as Halloween. Students will be dressing up along with teachers for Spirit points this Thursday.
- Student Council is making plans for the annual leaf raking on November 11. This is one of their biggest events but also the most rewarding for all involved with giving back.
- Student Council has also started a Twitter account which is a big hit with keeping all members and the school informed and involved.
- November 27 is game day with the Powder Puff girls including her with the boys cheerleading against Lyman Hall. The senior girls have been working very hard and practicing and plan on winning the game.
- She announced that Homecoming is on November 23rd.
- We are excited to move forward and bring up the morale at Sheehan High School

PRESENTATION OF AWARDS

RECOGNITION OF CONNECTICUT PARAPROFESSIONAL OF THE YEAR GINA CABRERA

Dr. Menzo reported that Gina was selected as the Paraprofessional of the Year at her school and then was recently selected as the Connecticut Paraprofessional of the Year for 2014. He read into the minutes a synopsis from the Connecticut State Department of Education.

“Gina Cabrera is currently a Para educator at Moses Y. Beach Elementary School in Wallingford. Gina came to this country 18 years ago, from her native Chile, where she was a teacher. She did not know any English when she arrived, but worked hard to be successful. Gina provides direct support to Spanish speaking Bilingual Program students in and out of the classroom. She assists them with academics, language development, behavior, and learning a new culture. She is also responsible for communicating with parents directly and providing oral and written translation for all staff in the building. In his letter of recommendation, her principal, Robert Arciero, calls Gina, a “person who is deeply committed to the success of all learners. She always makes decisions in the best interest of children. The staff here holds her in the highest esteem for the wonderful testimony she has produced here on North Main Street.” Susan Rhodes, a K-2 Bilingual Teacher who works with Mrs. Cabrera adds that “Gina is a true team-player who is very effective at supporting instruction for Spanish-speaking English Language Learners (ELLs) (and other children) in all classrooms at our school. She has great understanding of developmentally appropriate practices, respects teachers’ routines and practices and has a natural gift for motivating children to learn and make the best of their school day.” Among her contributions, Gina is creative with getting parents involved in their children’s education. She draws non-native speakers of English into the Moses Beach School community and is a huge lever in making ALL families feel welcome and a part of the school. For example, when teaching students number recognition, Gina not only makes an individual set of cards for the parents to use, but on the back she has written out a phonetic rendition of how the children should be pronouncing the numbers in English. Gina’s work doesn’t end at school. She works at the Public Library as a Homework helper for the town and she volunteers for her church as a catechism teacher for the Spanish community. In addition to working at the library, she has had the opportunity to work in the Summer School Programs, which provide and academic and social support to the ESL students during the summer, and their interests, shows them that we care for them. This is one of the biggest advantages that we have in our career and we have to use this in our favor. If we compromise respect for each other, we can’t be successful educators.”

Dr. Menzo said those are the words and beliefs of Gina Cabrera. He presented her with a bracelet and a book of poetry in English and Spanish to be donated to the library at Moses Y. Beach in her honor. He said on November 14 he will attend luncheon ceremony for Gina.

Gina came before the Board to say a few words also.

PRESENTATION OF THE SIKORSKY STEM CHALLENGE KICKOFF BY SHEEHAN HIGH SCHOOL STUDENTS

Dr. Menzo introduced Danielle Richetelli, Carl Verch and Rob Violette and explained that they have been participating with other students in the Physics class in the Sikorsky STEM Challenge. The students reported that they have been working with Michael Brennan at Sikorsky on the challenge. He explained that there are 10 schools who are competing. He went on to say that there are four modules to the program. One was a history report about the CT Corsair where they saw the plane parts on the computer and then saw it put together. Another module including having special speakers and they received a packet of straws and had to build a tower with the straws that was supposed to be able to hold a tennis ball. They then had to figure out the forces using diagrams and the best way to design a new type of landing gear. The students are now on the fourth and last module which will complete the challenge. They presented a Power Point that showed some of the process they went through.

Mrs. Duthie explained that the school received an invitation last spring and completed an extensive application process before they were chosen to participate in the challenge. She said it is an opportunity for students to have an internship or a job at Sikorsky someday.

Dr. Menzo presented each of the students with a certificate for an outstanding performance.

QUESTION AND ANSWER SESSION

John Marrone, 49 Powers Road, came before the Board to express a concern about how many times a snack is provided in school. He explained that it is only offered on Wednesday and he thought that some students might want to have it 2 or 3 times a week. He said it should be up to the student and parents how many times a week they should have snack.

Dr. Menzo said that Mrs. Wong, the Food Service Director, would discuss this at the next Operations Committee meeting.

CONSENT AGENDA

MOTION: MARRONE, SECOND BY MILLER

VOTE: Unanimous approval to accept the Consent Agenda items as listed below.

Approval to Accept BOE **Minutes** dated September 23, 2013

Approval to Accept Special Board of Education **Minutes** dated October 3, 2013

Approval to Accept Special Board of Education **Minutes** dated October 3, 2013

Approval to Accept **Cafeteria Financial Report** for September 2013

Approval to Accept **Board of Education Financial Report** for September 2013

Adoption of Revised Policy: Use of Tobacco/Substitute Devices – 1316 (KGCA)

Adoption of Revised Policy: Use of Tobacco/Substitute Devices – 5131.6 (JFCG)

Approval to Accept GIFT of \$2,500 donation from Michael Mauro, 360 Mount Sanford Road, Cheshire to Wallingford Adult Education \$2,500

Approval of Transfer from Account #100B – Contingency to Account #111G – Certified Salaries – Guidance in the Amount of \$22, 232

Approval of an Annual Contribution of \$5,000 for the Wallingford Education Business Community Center Project

Approval of the System for Educator Evaluation and Development plan for teachers and administrators with modifications

ITEMS REMOVED FROM THE CONSENT AGENDA

There were no items removed from the Consent Agenda.

CORRESPONDENCE

Mr. Votto read an official document from the Governor's office regarding National Principal's Month. "Whereas, we recognize the role principals play in helping students grow and promoting the success of schools, and
Whereas, principals contribute largely to enhancing teacher performance, and improving student achievement, and
Whereas, principals push for academic and intellectual development in their students through determination and dedication, and
Whereas, principals are largely responsible for the safety of both their students and faculty; now
Whereas, principals promote and maintain a positive learning environment to ensure students are getting the very most out of their learning experience, and
Whereas, principals encourage parent and guardian involvement in their children's education and school programs, and
Whereas, principals remind our community of the need for great leaders to maintain success in schools and preserve a prosperous future for their community and the State of Connecticut, and
Whereas, October has been declared "National Principals Month" and dedicated to recognizing the significant contributions of Connecticut's principals and their commitment to providing quality educational experience to our students, now
Therefore, I, Dannel P. Malloy, Governor of the State of Connecticut, do hereby proclaim the month of October 2013 as National Principals Month in the State of Connecticut."

Mr. Votto also acknowledged receipt of a donation from Mr. Michael R. Mauro to the Wallingford Adult Education Phlebotomy program in the amount of \$2,500.

COMMITTEE REPORTS

A.C.E.S Representative

Mrs. Castelli reported that she attended the October meeting where a Common Calendar Task Force has been created. The task force will establish guidelines by January and create a RESC study group for Regional adaptation. She noted that the regional calendar is optional next year but is mandated the following year. She stated that there is talk of incentives/sanctions that could be applied to district who don't comply.

Dr. Menzo explained that the 2015-2016 calendars, based on State legislation that was passed, it is mandatory that we have a uniform calendar with our RESC.

Mrs. Castelli went on to say that there are 70 businesses that have relationships with ACES and provide meaningful work to ACES students. The annual recognition of these businesses was held last month. She said they are expecting a waiver for CAPT and CMT testing. They plan to field test the Smarter Balance. She went on to say that the Fiscal report showed that enrollment is lower than expected in both magnet schools, so they are both showing a deficit at this point but expecting this to be a nonissue as the year progresses.

She announced that Craig Edmondson, the Executive Director, is retiring at the end of the school year. A subcommittee has been formed to determine direction for finding his replacement. This position requires both a business background because he supports 25 districts and running several different schools making it a rather unique position to fill. She stated that ACES is very proud to have three certified staff members speaking at the Statewide Leadership Program regarding ways to incorporate IEP goals for our special needs students with CCSS. Our own Director of PPS, Rob Mancusi, is closely involved with ACES and well aware of ways to incorporate IEP goals with CCSS.

There was discussion amongst the Board regarding the school calendar.

Wintergreen Magnet School Steering Committee

Mr. Parkhurst reported that he attended the Wintergreen Magnet School Steering Committee meeting and spent most of the meeting talking about the uniform calendar. He said all the questions that the Board is asking are the same questions that were being asked at the Steering Committee meeting. Some of the points shared at the meeting were an overview of CMT scores and a slide show of the beginning of the year activities.

School to Career Representative/Think Tank

Mr. Miller said there is a meeting on November 2nd.

Dr. Menzo reported that there was a meeting on October 11th. He said at that meeting they talked about updates to the Strategic Plan and introduced the new School to Career coordinator, Kim McLaughlin. There are two subcommittees being established by businesses. One is on developing an expert database and the other is working with our career center coordinator on an application process for business to have mentorships and internships. He announced that the next meeting is at 8:00 a.m.

Report from Roof Project Committee Representative

Mr. Marrone reported that change orders are being worked on for all the projects. He stated that Parker Farms has been delayed due to materials. He said some of the warranties are in hand. He also said some of the solar panels are still in process. He sent out condolences to the family of John Lynch and said he will be missed.

Mr. Deptula reported that the front of Moses Y. Beach still needs some work completed. He also said that John Lynch will be missed.

PTAC Update

Dr. Menzo reported that a PTAC meeting was held last week on Monday at 6:00 p.m. He said there was less attendance than the first meeting. He said there was discussion about the Think Tank expert database and shared a little information about the Hubcap. He announced the next meeting will be in December. He stated that there was a Chairperson, Vice Chairperson and a Secretary elected and he would send that information to the Board. He announced that Tammy Raccio was elected as Chairperson, Suzanne Jordan as Vice chairperson and Secretary is Ann Varrone-Lederle.

Lyman Hall Athletic Complex Improvement Committee

Mr. Deptula reported that the architect has submitted preliminary designs and he is in the process of reviewing the designs which include confidential cost estimates. These will be provided to the Board at the next meeting for their approval as well as asking them to approve the Worrell Grant application.

Early Childhood Exploratory Committee

Mr. Miller said they met and had some reports from other committees. He said they will meet again in November to bring a recommendation to the Board. The 60 Preschool students were evaluated and out of the 60 students who came into our kindergarten they needed no remedial help compared to the students who came from outside the system.

Mr. Parkhurst added that there were two sub committees who are looking at extending our own preschool program and the second group is looking at full day kindergarten. He said the next meeting is on November 7th.

OLD BUSINESS

There was no old business brought before the Board.

INSTRUCTIONAL COMMITTEE

PRESENTATION OF PROPOSED APPROVAL OF REVISED REGULATION: FIELD TRIPS – 6153A (IICA-R)

Mr. Parkhurst explained that the Board received a revised regulation which acknowledges the process of self-medicating and includes out of country. It also eliminates the section on fundraising.

PRESENTATION OF PROPOSED ADOPTION OF NEW POLICY: STAFF DEVELOPMENT – 4131

Mr. Parkhurst reported that this is a new policy which integrates the Staff Development with the Professional Development so that they work hand in hand.

APPROVAL OF LEAVE OF ABSENCE, WITHOUT PAY AND BENEFITS, FOR LISA MILLER FROM DECEMBER 6, 2013 TO JANUARY 29, 2014

MOTION: CEI, SECOND BY MANSFIELD

VOTE: Unanimous approval that a *leave of absence for **Lisa Miller** from December 6, 2013 to January 29, 2014, be approved, without pay and benefits, and in accordance with the provisions of the current teachers' contract.

*The leave is personal and confidential. (**Lisa Miller** will be on a family medical leave until December 5, 2013, and has requested a leave of absence from December 6, 2013 to January 29, 2014.)

APPROVAL OF LEAVE OF ABSENCE, WITHOUT PAY AND BENEFITS, FOR CHELSEA POLLETTA FROM DECEMBER 20, 2013 TO MARCH 19, 2014

MOTION: CEI, SECOND BY MANSFIELD

VOTE: Unanimous approval that a *leave of absence for **Chelsea Polletta** from December 20, 2013 to March 19, 2014, be approved, without pay and benefits, and in accordance with the provisions of the current teachers' contract.

*The leave is personal and confidential. (**Chelsea Polletta** will be on a family medical leave until December 19, 2013, and has requested a leave of absence from December 20, 2013 to March 19, 2014.)

PRESENTATION AND APPROVAL OF TEACHER/ADMINISTRATOR EVALUATION PLAN FOR THE STATE DEPARTMENT OF EDUCATION

Dr. Menzo explained that this was discussed at the Instructional Committee meeting. The changes to the SEED model came after it was adopted last year. There hasn't been an evaluation process put in place yet for the PK teachers. They will be working under our present evaluation system. They will be looking at PK certification and evaluation. The guidelines were not accepted in a timely manner and will not be put in place this year for the Central Office administrators. We are also opting out of using the CMT data to set SLOs. The last piece was a Dispute Resolution in the SEED document that had only a three member committee and we wanted a four member committee. Dr. Menzo will submit this to the State and it will go forward as Wallingford's plan. Every year we need to make an annual commitment with SEED.

OPERATIONS COMMITTEE

Report on Operations Committee Meeting

Mr. Brooder reported that the Cafeteria report, the Board Financial report and a transfer were reviewed. There was also a special Operations meeting to discuss the Wallingford Education Business Center.

ADMINISTRATION

Administrative Report

Dr. Menzo gave his administrative report on the items listed below.

- Patty Pursell will receive a Professional Honor Award from the Connecticut Association for Health, Physical Education, Recreation and Dance on Thursday, November 21, 2013 at the Crowne Plaza Hotel in Cromwell.
- A donation of \$75 was made from the Wallingford Junior Women's Club to Sheehan High School
- Several donations in memory of Pamela Martone to Adult Education Phlebotomy scholarships.
- He announced the Food Truck is moving forward. Sharlene Wong and Sharon Drossopoulos have put out bids. The name of the truck will be "The Healthy Drive". The truck will be at the CABE/CAPSS conference where they will be distributing free samples of the Wallingford cookies.
- This week is the commemoration of Red Ribbon Week. A vigil will be held on Tuesday at 7:00 p.m. at Lyman Hall High School. Last week there was the "Faces of Addiction Program".
- Tomorrow students will be taking a health survey. Wellness Committee will meet and is a very diverse group.
- Haunted Hallways at Lyman Hall High School took place last week.
- A Math Night presented by Mrs. Puzio was held last week also.
- Information about the HUBCAP project was distributed. He went on to explain what the project is.
- He explained that the Capstone Project is where students will identify a problem in which they believe exists in the world that they live in and have to research to find out how to solve the problem.
- He thanked the parents in SEE group for attending the Board meeting to observe.
- He announced that he met with Alex Curtis, Headmaster from Choate and was promised a partnership.
- An Employee of the Month will be nominated by someone in the district that have demonstrated ability to assist with change, increase their own capacity and provide additional opportunities with communication. That employee will be brought to a Board meeting to be honored.

ANNOUNCEMENTS

Board Conference Room – Hall Avenue

Monday, 11/04/13 Instructional Committee

7:00 p.m.

Monday, 11/18/13 Operations Committee

7:00 p.m.

DATE OF NEXT MEETING

Town Council Chambers

Monday, 11/25/13

Board of Education Meeting

7:00 p.m.

ADJOURNMENT

Mrs. McKay adjourned the meeting at 9:18 p.m.

Secretary

Michael Votto