

**WALLINGFORD BOARD OF EDUCATION  
BOARD OF EDUCATION MEETING  
TOWN COUNCIL CHAMBERS – TOWN HALL  
45 SOUTH MAIN STREET, WALLINGFORD, CT 06492  
MONDAY, MAY 22, 2017  
6:30 P.M.**

**Mission**

To inspire through innovative and engaging experiences that lead all learners to pursue and discover their personal best.

**Vision**

Wallingford Public Schools, in partnership with our families and community, will provide a safe, healthy, and supportive environment that ignites an enduring passion for excellence in every learner, so that each becomes a life-long contributor to the local, national and global communities.

**MINUTES**

**CALL TO ORDER**

Mrs. McKay called the meeting to order at 6:36 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

A roll call was made by Linda Lavelle

**BOARD MEMBERS PRESENT**

DOERR, GLIDDEN, HLAVAC, MCKAY, REYNOLDS  
CEI entered at 6:41 p.m.  
VOTTO entered at 6:57 p.m.

**BOARD MEMBERS ABSENT**

BROODER, CASTELLI

**STAFF MEMBERS PRESENT**

MENZO, LATORRE, ARUM, MANCUSI, VEILLEUX, LAVELLE

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## **STUDENT BOARD REPRESENTATIVES**

Grace Mandy, Student Representative for Lyman Hall High School came before the Board to give her report as listed below.

- May 4, 5 & 6 – The Musical was held and did a wonderful job
- May 12 – Hall of Fame Ceremony - Lynne Dorsey and Jennifer Piazza were honored
- May 1 – 19 - The Ag Ed Spring Plant Sale was held and was a huge success
- May 12th – The Choices Matter Program conducted a presentation on distracted driving, there was a guest speaker as well as a drunk driving simulator
- May 15<sup>th</sup> - Awards Night in which Lyman Hall's best students were honored for their academic achievement
- May 17<sup>th</sup> - Varsity Scholar Night in which seniors were recognized for their good grades and ability to excel in the classroom
- May 22 - Mock Crash and Chasing the Dragon Presentation was held. The mock crash informed seniors of the dangers of distracted driving while the Chasing the Dragon Presentation informed student of the dangers of opioid use. Some of the guest speakers included Assistant US Attorney, Jessica Soufer and FBI Outreach Specialist, Charles Grady
- May 26 - Senior Prom
- May 30 - CNA Pinning Ceremony
- May 31 - FFA Award night
- June 1 - Senior Outing
- June 2 - POPS Concert
  
- Sports – May 19<sup>th</sup> - Lacrosse doubleheader against Sheehan, where unfortunately, the girls lost 11-18 and the boys lost 4-8, however, both teams had a great season, finishing strong even though, despite their best efforts, they could not pull off a win.
- May 16 - Boys Tennis team qualified for states with a 4-3 victory over Sheehan
- May 19 - Varsity Softball team finished out their season with a victory against Hillhouse

Rajan Doering, Student Representative for Mark T. Sheehan High School came before the Board and reported the following:

### May

- First week in May was Teacher Appreciation Week
- AP Tests were held in the first two weeks of May
- May 10 - Spring Concert
- May 13 - Junior Prom
- May 25 - Poetry Slam
- May 26 - AP Art Studio show
- May 26 - Senior Outing and Class Elections
- May 31 - Student Council Elections Begin
  
- Athletics
  - Games against LHHS, Spirit Days
  - CIAC Scholar Athlete Dinner recognized Shannon Bradley and Sam DeMaio

### June

- June 8 – Final Exams Begin for Seniors
- June 12 - Final Exams Begin
- June 16 - Last Day of School and Makeups
- June 16 - Graduation - Board invited

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- Athletics
  - Most teams qualified for postseason play
  - Senior nights
  - June 6 - Spring and Senior Sports Awards at 7pm - Board invited
  - June 8 - Athletic Open House for incoming Freshman

## **PRESENTATION OF AWARDS**

### **Presentation of CABE Student Leadership Awards**

Dr. Menzo invited Mrs. McKay to help him present the awards to students. Dr. Menzo explained that this award is presented to students who exhibit leadership skills and their willingness to take on challenges. He called the following students and presented them with certificates and congratulatory letters from CABE: Dag Hammarskjold Middle School, Andrew Robles and Shea Solomon; James H. Moran Middle School, Peter Borzillo and Kylie Allardice; Lyman Hall High School, Hollianne Lao and Brian Oliveira; Mark T. Sheehan High School, Daniel James and Meghan Partesano.

### **Commendation of the Highest Academic Achiever from Lyman Hall High School**

Dr. Menzo invited Mr. Corso to come before the Board. Dr. Menzo called Jenna Gannon from Lyman Hall High School before the Board to present her with a certificate and an engraved clock for being the Highest Academic Achiever / Highest Ranking Scholar from Lyman Hall.

### **Commendation of the Highest Academic Achiever from Mark T. Sheehan High School**

Dr. Menzo invited Ms. Duthie to come before the Board. Dr. Menzo called Linus Koepfer from Mark T. Sheehan High School before the Board to present him with a certificate and an engraved clock for being the Highest Academic Achiever / Highest Ranking Scholar from Mark T. Sheehan.

### **Commendation of the 2016 – 2017 Student Board Representatives**

Dr. Menzo called Grace Mandy, Student Board Representative from Lyman Hall High School and Rajan Doering, Student Board Representative from Mark T. Sheehan High School to come before the Board. He thanked them both for representing their schools so well and keeping the Board of Education members informed about activities and events that occurred at their schools. Dr. Menzo presented them both with certificates.

### **Recognition of the National Merit Scholarship Recipient**

Dr. Menzo called Linus Koepfer before the Board. Dr. Menzo stated that he was one of 13 students from across the country to receive this Scholarship and it was an incredible honor to receive such an award.

### **Recognition of Students who received SCASA Superintendent's Student Awards**

Dr. Menzo is a member of the South Central Association of School Superintendents and every year students from the high and middle school levels are chosen for the award and are invited to a luncheon. Dr. Menzo invited the following students who were the recipients of the award this year to come before the Board to be presented with certificates: Dag Hammarskjold Middle School, Audrey Larson; James

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H. Moran Middle School, Francesco Carbone; Lyman Hall High School, Casey Driscoll and Kayla Hopkins; Mark T. Sheehan High School, Andrew Caplan and Mackenzie Wilson.

### **Recognition of High School Students who Achieved Scores of Distinction on the Scholastic Achievement Test**

Dr. Menzo stated these students should all be commended for their talent and hard work. He announced that these students received a score of 650 or better on their Scholastic Achievement tests.

Dr. Menzo invited Mr. Corso to come before the Board to present certificates to Lyman Hall students. The following students were called to receive certificates: Alex Amendola, Robert Bertekap, Zachary Blier, Sura Celik, Connor Desmond, Alexa Eves Jenna Gannon, Kahlia Gonzales, Kailee Heinrich, Emily Hendershot, Justin Hettrich, Kayla Hopkins, Jordan Hosking, Matthew Hultgren, Joseph Jorge, Kevin Li, Brian Malone, Grace Mandy, Franklin Massimi, Daniel Messier, Tyler Niles, Aquia Providence, Jordan Spiars, Finley Vanhouten, Mackenzie Wall and Michael Yeung.

Dr. Menzo invited Ms. Duthie to come before the Board to present certificates to Mark T. Sheehan High School students. The following students were called to receive certificates: Victoria Bechtel, Meaghan Burns, Andrew Caplan, Carly Chulock, Gabriella Colello, Zachary Ficorilli, Megan Ioime, Yun-Hwan Kim, Nina Kischkum, Bethany Knickerbocker, Linus Koepfer, Samantha LeGrand, Emma Lupo, Kairav Maniar, James Michaud, Braydon Mingo, Matthew Naser, Thomas Neal, Jon Olschefski, Sarah Pazik, Matthew Ramelli, Ahmed Said, Katie Schlick, Mia Syme, Derek Wood and Julia Zielinski.

### **Recognition of Pond Hill Elementary Student – First Place Winning Essay – Essay on the Legacy of Dr. King**

Dr. Menzo invited Mrs. Bellizzi to come up to the Board and help present Jonathan Poirier, Pond Hill Elementary School Student with a certificate for his first place winning essay on the Legacy of Dr. King. Jonathan spoke briefly about his essay.

### **Recognition of State HOSA Awards Recipients**

Dr. Menzo invited Ms. Petit to come before the Board and present certificates to students who won HOSA Awards. Ms. Petit and Mrs. Burkett are head of the CNA Program that recently transitioned over to Mark T. Sheehan High School. Ms. Petit congratulated Hannah Yother, a Mark T. Sheehan High School student. Hannah competed in the Medical Terminology competition at the State HOSA and placed Third. Isabella Beauchamp competed in the Medical Photography competition in the State HOSA and placed First.

### **Recognition of Students who participated in the Regional Invention Convention Competition**

Dr. Menzo invited Karen Ripa to speak on behalf of the students who participated in the Regional Invention Convention that was recently held at Quinnipiac University.

The following students participated in the Regional Invention Convention and were presented with certificates: Drew Biller, Lia Butts, Olivia Cabrera St. Pierre, Ryan Carmen, Milo Cohen, Elisabetta DiMatteo, Lisa Doukas, Peyton Durant, Payton Einhorn, Akshitha Gaddamidi, Susan Hotaling, Hannah Jackson, Alison Kaiser, Audrey Larson, Garrett McHugh, Grace Moriarty, Jonathan Poirier, Pranav Parikh, Jessica Rinaldi, Nicholas Rivera, Elizabeth Robison, Katherine Russell, Benjamin Tricarico, Ryan Widman and Sara Wilonski.

Dr. Menzo thanked and congratulated the students, Mrs. Ripa and Mr. Bikakis.

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### **Recognition of Students who participated in the DECA International Career Development Conference**

Dr. Menzo invited Mr. Corso to share a few words about the DECA International Career Development. The following students participated in the DECA International Career Development Conference in Anaheim, California: Samuel Duarte, Julia Esposito and Katelyn Smith. Julia Esposito spoke about the conference. They competed on a National Level and Samuel Duarte placed second on the state level in the Advertising and Professional Selling Campaign competition. Katelyn Smith participated in Academic Leadership Conference. Overall, Wallingford placed in the top twenty percent internationally.

### **Recognition of James H. Moran Middle School Student – Innovative Work with the Food Rescue Organization**

Dr. Menzo and Mr. Piacentini invited Nicholas Iannone to come before the Board to be presented with a certificate for his innovative work with the Food Rescue Organization. Nick was part of the pilot Capstone program at Moran that was held last year. His idea is with Food Recovery and Food Waste and has spread well beyond Wallingford. The idea is working very well at Moran, there is a food share table and food share cooler available for students to place unused food items on and the items are available for other students to take rather than throwing all of the food out. At the end of the day the food that is not used is donated to Masters Manna. The program has grown tremendously. Eight schools are now participating. Nick is now working with a Food Rescue group out of Indiana. Nick is our state representative and one of five nationwide representatives for the Food Rescue Organization. Nick is hoping to continue his Food Recovery Program at Mark T. Sheehan High School.

### **Recognition of the First Place Winner in the Town-wide Spelling Bee**

Dr. Menzo invited Mr. DiGennaro to come before the Board. Dr. Menzo announced that Chloe Benson, a Rock Hill Elementary student, was the first place winner in the Town-wide Spelling Bee and called her to come before the Board to receive her certificate and congratulated her for such an accomplishment.

### **Recognition of Debra Poach – Association of School Nurses of CT - Nurse of the Year**

Dr. Menzo invited Kathy Neelon who spoke on behalf of Debra Poach. Debra Poach was chosen by the Association of School Nurses of Connecticut as School Nurse of the Year. This award is given to a school nurse that demonstrates outstanding professionalism, functions as an expert school nurse and demonstrates leadership skills. Debra has worked for the school district for the last 26 years. She provides exemplary care and has worked at the elementary and middle school levels. She is a wonderful collaborator with the entire school team. She is the only nurse that is certified as a School Nurse. Debra is always looking at our current practices and providing ideas and suggestions on how to improve. She is an active member of the Association of School Nurses of CT and many other district organizations. She is a mentor for student nurses and nurse aids. She participates in numerous professional development programs and continues to further her education. Dr. Menzo congratulated Debra and thanked her for her service to the district.

### **Recognition of Staff Member of the Month –Alan Olbon –Mark T. Sheehan High School**

Rob Kovi came before the Board to share kind words about Mr. Olbon. Mr. Olbon had volunteered and graciously donated his time and talent to help build *Little Free Libraries* at the elementary schools. Mr. Kovi thanked Mr. Olbon for all of his hard work with the *Little Free Libraries*. Dr. Menzo also thanked Mr. Oblon and wished him well in his retirement.

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### **Recognition of Staff Member of the Month – Danny Almeida – James H. Moran Middle School**

Dulcey Worth came before the Board. She explained that she nominated Danny Almeida as Staff Member of the Month as a way of thanking him. He performed the Heimlich maneuver on her while choking recently at school. Vincent Cervoni, Town Council Chairperson came before the Board to share a few words. He thanked the students for all of their accomplishments and hard work. He congratulated the families and students of the highest academic achievers. He congratulated the students graduating and invited them to come back to Wallingford and share their experiences. Dr. Menzo congratulated all of the students and families for all of their hard work. He stated the district is fortunate to have the students, families and teachers of Wallingford.

Mrs. McKay also congratulated all of the students for their tremendous effort and work. She also thanked the families of the students, the parents and extended family members who support their students and enable them to be successful. She also thanked the staff members that were recognized at the Board of Education meeting this evening.

### **QUESTION AND ANSWER SESSION**

Karen Zakowski, 33 Brookfield Drive, Wallingford came before the Board. She asked the Board of Education members to judge the Food Service Department on this year's performance, not on past years' performance. She stated that there is a great group of women who work in the Food Service Department and they all tried very hard to bring the Food Service Department back to making a profit and to please take that into consideration when deciding on whether to outsource the department.

### **MOTION TO GO INTO EXECUTIVE SESSION FOR DISCUSSION OF ACCEPTANCE OF RESIGNATION; DISCUSSION OF CANDIDATES FOR HIGH SCHOOL COACHING POSITIONS; DISCUSSION OF ACCEPTANCE OF LEAVE OF ABSENCE AND DISCUSSION OF RESPONSES TO REQUEST FOR PROPOSALS, FOOD SERVICES AT 7:44 P.M.**

**MOTION: HLAVAC, SECOND BY VOTTO**

**VOTE: UNANIMOUS APPROVAL TO GO INTO EXECUTIVE SESSION FOR DISCUSSION OF ACCEPTANCE OF RESIGNATION; DISCUSSION OF CANDIDATES FOR HIGH SCHOOL COACHING POSITIONS; DISCUSSION OF ACCEPTANCE OF LEAVE OF ABSENCE AND DISCUSSION OF RESPONSES TO REQUEST FOR PROPOSALS, FOOD SERVICES AT 7:44 P.M.**

### **BOARD MEMBERS PRESENT IN EXECUTIVE SESSION**

**CEI, DOERR, GLIDDEN, HLAVAC, MCKAY, REYNOLDS, VOTTO**

### **STAFF MEMBERS PRESENT IN EXECUTIVE SESSION**

**MENZO, LATORRE, ARUM**

### **OTHERS PRESENT IN EXECUTIVE SESSION**

**NONE**

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**MOTION TO COME OUT OF EXECUTIVE SESSION AT 9:17 P.M.**

**MOTION: HLAVAC, SECOND BY GLIDDEN**

**VOTE: UNANIMOUS APPROVAL TO COME OUT OF EXECUTIVE SESSION AT 9:17 P.M.**

*Meeting reconvened at 9:17 p.m.*

*Mrs. McKay Moved Up the Operations Committee Items on the Agenda*

**OPERATIONS COMMITTEE**

**Report on Operations Committee Meeting**

Mrs. Glidden reported that there was a presentation on the District Climate Survey results. There was also a presentation on the Middle School Schedule which would involve changing the current class schedule of 45 minute periods to 70 minute periods. There was discussion on the Cafeteria Financial Report and the Board of Education Financial Report.

**APPROVAL OF THE 2017 – 2018 BUDGET - \$100,516,368**

**MOTION: MCKAY, SECOND BY VOTTO**

**VOTE: A Roll Call Vote was taken**  
**AFFIRMATIVE: CEI, DOERR, GLIDDEN, HLAVAC, REYNOLDS, VOTTO, MCKAY**

*Motion passed*

**APPROVAL TO AUTHORIZE CENTRAL OFFICE TO ENTER INTO NEGOTIATIONS WITH AN OUTSOURCING COMPANY FOR FOOD SERVICES**

**MOTION: HLAVAC, SECOND BY VOTTO**

**VOTE: A Roll Call Vote was taken**  
**AFFIRMATIVE: DOERR, GLIDDEN, HLAVAC, VOTTO, MCKAY**  
**NEGATIVE: CEI, REYNOLDS**

*Motion passed*

**CONSENT AGENDA**

**MOTION: HLAVAC, SECOND BY REYNOLDS**

**VOTE: Unanimous approval to accept items 7.1 – 7.14 as listed below:**

Approval to Accept Board of Education Minutes dated April 24, 2017

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Approval to Accept Special Board of Education Minutes dated April 24, 2017  
 Approval to Accept Special Board of Education Minutes dated May 1, 2017  
 Approval to Accept Special Board of Education Minutes dated May 1, 2017  
 Approval to Accept Special Board of Education Minutes dated May 8, 2017  
 Approval to Accept Special Board of Education Minutes dated May 15, 2017  
 Approval to Accept Financial Report for April 2017  
 Approval to Accept Cafeteria Financial Report for April 2017  
 Approval of Graduation Candidates from Lyman Hall High School *Pursuant to Completion of All Graduation Requirements*  
 Approval of Graduation Candidates from Mark T. Sheehan High School *Pursuant to Completion of all Graduation Requirements*  
 Approval of Candidates from Wallingford High School *Pursuant to Completion of all Graduation Requirements*  
 Approval to Administer High School Student Health Survey in the fall of 2017  
 Approval of Timeline for Calculating Class Rank at High Schools  
 Approval to Accept GIFT of Catering for the High School Cinco de Mayo Event at the Senior Center from Pancheros of CT Restaurant, c/o Robert Mesite, 893 North Colony Road, Wallingford – Valued at \$850.80

### **ITEMS REMOVED FROM THE CONSENT AGENDA**

### **CORRESPONDENCE**

Mr. Votto stated we received a gift of catering for a Cinco de Mayo Event held at the Senior Center from Pancheros of CT Restaurant. Mr. Votto reported that we received thank you notes from Melanie Widman, Rock Hill Library Media Center, and Annamaria O'Brien, Cook Hill Library Media Center thanking Dr. Menzo for the books that were donated to their Media Centers in honor of Board of Education Members for March Board Appreciation Month.

### **COMMITTEE REPORTS**

#### **A.C.E.S. Representative**

Ms. Hlavac reported the following: The ACES Governing Board met on May 11, 2017. The minutes of the April 6, 2017 meeting were approved.

The Executive Director's Report began with an Early Head Start presentation by Alice Torres followed by a presentation by Jason Hirou on the progress of the ACES International Program. Mr. Hirou shared information about the international enrollment at ECA, the summer institute and visiting scholars. Updates on the Six Bold Steps for 2017 and the ACES Health Insurance Collaborative were also provided.

The Governing Board voted to establish a Finance Committee. The committee will be an advisory committee consisting of three members and chaired by the fiscal officer, Judith Hotz.

The Governing Board authorized the hiring of staff and or transfers/position changes, the acceptance of resignations, the confirmation of retirements and lay-offs, and granted the leaves of absences as detailed on the Human Resources Reports. The Early Head Start monthly report was approved.



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The Governing Board approved the following program budgets for the 2017 – 2018 school year: Central Office – the ACES Governing Board and Human Resources; Pupil Services – Assistive Technology. Ms. Hlavac asked if World Language would continue to be offered at the Wintergreen Interdistrict Magnet School (WIMS). The answer to that question is still being reviewed.

The Governing Board approved the Educational Center for the Arts (ECA) Calendar for the 2017 – 2018 school year.

The Curriculum and Instruction update was presented by Erika Forte, Assistant Executive Director. She indicated that curriculum development would take place over the summer and that SAT and Science assessments have been completed.

A number of policies were distributed to the Governing Board for a first read including: #5113 Students – Attendance, #5118.1 Homeless Students, #5141.21 Students Administering Medication, #5141.28 Students – First Aid / Emergency Medical Care, #5141.7 Students Sports – Concussions, #5145.14 On-Campus Recruitment, #5145.15 Students – Directory Information, #3280 Business – Crowdfunding Gifts, Grants and Bequests. There are 95 Wallingford students attending ACES programs.

### **Wintergreen Magnet School Steering Committee**

Mrs. LaTorre reported that at the WIMS Steering Committee meeting last month there was a vote to change the focus of the school to an arts focused school. They felt this was a unique opportunity for the school to become an elementary arts magnet school. They also discussed a tuition rate for special education services and that information was provided to Mr. Mancusi for budgeting purposes.

### **School to Career Representative / Business Think Tank**

Dr. Menzo reported a meeting was held last week at the Hubcap. They discussed updates on the coursework at the high schools in terms of career development. They also discussed the school district's work on lean strategies and design thinking. The next meeting will be held in the fall.

There was another meeting held last week with the Manufacturing group regarding the pre-engineering and advanced manufacturing class. The group discussed successes and opportunities for growth in trying to evolve the program. Mr. Cei stated next year they will focus on exposure to the career opportunities and different areas in Advanced Manufacturing Technology and increase company presentations.

### **PTAC Update**

Dr. Menzo reported the PTAC meeting began with Round Table. There was a great turnout. They also discussed journey mapping that was done at the schools and stated there were exciting opportunities that have developed. Carrie LaTorre gave an update on the Summer Reading Program and Dr. Menzo provided an update on the budget

### **Plan of Conservation Development**

Mr. Reynolds reported there was nothing new to report.

### **Food Services Strategic Plan Committee**

Dr. Menzo reported there has not been a meeting.

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## **Stage Lighting and Renovation Updates**

Dr. Menzo stated that Mr. Deptula had recently sent an update to Board members regarding the Stage Lighting and Renovation Project. The project has been postponed and will not begin until 2018. The price came in significantly higher than anticipated. A meeting will be scheduled with Mayor Dickinson to discuss after July 1, 2017.

## **Four School Window Replacement Project**

Dr. Menzo stated that the Four School Window Replacement Project has also been postponed. Dr. Menzo will keep the Board updated as we move forward with the project.

## **OLD BUSINESS**

There was no old business brought before the Board.

## **INSTRUCTIONAL COMMITTEE**

### **Mastery – Based Learning Update**

Mrs. LaTorre reported that the Mastery-Based Learning Committees have their final meetings coming up. They will review the feedback on Redo / Retakes and Habits of Work and bring the feedback to the district leadership team at the beginning of June.

## **Presentation of Proposed Adoption of Revised Policies and Regulations – Items 12.2 – 12.12**

*Presentation of Proposed Adoption of Revised Policy: 4118.112 – Sexual Harassment*

*Presentation of Proposed Adoption of Revised Regulation: 4118.112a – Sexual Harassment*

*Presentation of Proposed Adoption of Revised Policy: 5145.5 – Exploitation/Sexual Harassment*

*Presentation of Proposed Adoption of Revised Regulation: 5145.5a – Exploitation/Sexual Harassment*

*Presentation of Proposed Adoption of New Policy: 5145.4 – Americans with Disabilities Act/Section 504*

*Presentation of Proposed Adoption of New Regulation: 5145.4a – Americans with Disabilities Act/Section 504*

*Presentation of Proposed Adoption of New Policy: 4118.11 – Americans with Disabilities Act/Section 504*

*Presentation of Proposed Adoption of New Regulation: 4118.11a – Americans with Disabilities Act/Section 504*

*Presentation of Proposed Adoption of Revised Policy: 4118.11/4218.11 – Nondiscrimination*

*Presentation of Proposed Adoption of New Policy: 5145.3 – Nondiscrimination*

*Presentation of Proposed Adoption of New Regulation: 5145.3a – Nondiscrimination*

Mrs. LaTorre stated that this is the second read for all of the proposed adoption of revised policies and regulations - Items 12.2 – 12.12.

## **Presentation of Annual Teacher Evaluation Report**

### *ANNUAL TEACHER EVALUATION REPORT*

In accordance with C.G.S. 10-151b, Evaluation by Superintendent of Certain Educational Personnel, I am reporting the status of such evaluations to the Wallingford Board of Education.

452 tenured, and 136 non-tenured teachers and certified educational specialists were evaluated through Wallingford's teacher evaluation process which included progress on identified Student Learning Objectives, observations of their performance and practice related to the Common Core of Teaching, and parent feedback.

27 administrators were evaluated through Wallingford's administrator evaluation process which included progress on identified Student Learning Objectives, observations of leadership practice related to the Common Core of Leadership, teacher effectiveness, and feedback from parents, students, and teachers. Central Office administrators were also evaluated through this process utilizing feedback from principals, selected subsets of teachers, other district specialists, and relevant family members.

The Teacher Evaluation Committee, under the leadership of Kristina Kiely, worked throughout the year to further adapt Connecticut's System for Educator Evaluation and Development to the unique needs of the district. Specifically, the committee;

- Provided orientation for new staff on the Wallingford Teacher Evaluation Plan and the use of EdReflect.
- Updated veteran staff on changes to the Wallingford Teacher Evaluation Plan
- Joined forces with the district Professional Development Committee to:
  - Better align teacher evaluation and support with planned professional development activities.
  - Provide defined resources to help teachers engage with their self-directed professional development plans (Area of Focus).
- Implemented a change in rating designation from "Proficient" to "Effective" to reflect input from all stakeholders.
- Refined practices related to feedback and evidence gathering.
- Implemented new rubrics for Adult Education teachers and support specialists to conform with the newly adopted Adult Educator Evaluation and Support Plan
- Created new procedures to report and record summative evaluations.

37 trained cooperating teachers worked with student teachers. 22 mentor teachers worked with beginning elementary teachers, 8 mentor teachers worked with beginning middle school teachers and 9 mentor teachers worked with beginning high school teachers through State of CT new teacher induction program, TEAM.

The district professional development program must, by law, be linked to the results of teacher evaluations. This year the professional development program included the following topics:

### **2016-2017 Professional Development Program**

The district's professional development program focused on two day offerings in August and one day offerings in November and January as well as various single and multiple day workshops offered throughout the year. The district-wide offerings consisted of workshops that were district led, building-based and self-directed related to the district's four focus areas.

The August workshops were on the following topics:

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- Mastery-Based Learning Toolkit
- PreK-5 Guided Reading
- STAR Reporting
- Power Teacher Training
- Habits of Work
- Responsive Classroom
- PLGs

The November workshops were on the following topics:

- True Colors Presentation
- Career Pathways Exploration
- 504 Training
- VEX Robotics Curriculum
- Units of Study

The January workshops were on the following topics:

- Behavioral Strategies
- Math Instructional Practices with Greg Tang
- Mastery Based Learning Standards and Indicators
- Writing Standards Based IEPs
- Creation/Revision of Scoring Criteria
- NGSS
- 504 Direct Training

Additionally, staff engaged in self-selected and building-based workshops on the following topics:

- Design Thinking Standards and Indicators
- Mastery-Based Learning Instructional Practices
- Content Specific Indicators/Standards
- Continued Staff Training on Bullying Prevention, Suicide Prevention, Sexual Harassment Prevention, Seclusion and Restraint and Bloodborne Pathogens

The intent of this report is to inform you of the status and effectiveness of the Teacher Evaluation Program. As you can see, the evaluation process through specific action plans, allowed teachers to work on many areas designed to strengthen and support their work with students.

### **APPROVAL OF ACCEPTANCE OF RESIGNATION**

**MOTION: CEI, SECOND BY DOERR**

**VOTE:** Unanimous approval that the Board of Education accept, with regret, the resignation of **Rebecca Banning** effective May 2, 2017.

**Rebecca Banning** has been Speech and Language Pathologist for the Wallingford Public Schools since November 2016.

### **APPROVAL OF APPOINTMENT OF CANDIDATES TO HIGH SCHOOL COACHING POSITIONS**

**MOTION: CEI, SECOND BY DOERR**

**VOTE:** Unanimous approval that the Board of Education appoint the following candidates to High School Coaching Positions

May 22, 2017

**Mark T. Sheehan High School** - Taryn Petrillo  
Field Hockey

**Mark T. Sheehan High School** - Barrett Cassidy  
Cheerleading

**APPROVAL OF ACCEPTANCE OF LEAVE OF ABSENCE FOR VANESSA AMARAL WITHOUT PAY AND BENEFITS**

**MOTION: CEI, SECOND BY DOERR**

**VOTE:** Unanimous approval that a leave of absence for **Vanessa Amaral** be approved without pay and benefits, and in accordance with the provision of the current teachers' contract.

**DISCUSSION AND APPROVAL OF THE 2017 – 2018 IDEA GRANT APPLICATION**

**MOTION: HLAVAC, SECOND BY DOERR**

**VOTE:** Unanimous approval of the 2017 – 2018 IDEA Grant Application

**NEW BUSINESS**

Mrs. McKay stated there was no new business to report.

**ADMINISTRATION**

**Administrative Report**

Dr. Menzo gave his report as listed below.

- There are a number of award ceremonies for students being held this time of year that Central Office Staff members have been attending.
- Monday, May 29<sup>th</sup> – Memorial Day Parade – Dr. Menzo will participate.
- Monday, May 29<sup>th</sup> – Raffle for the Car donated by the Meriden Hyundai. Dr. Menzo thanked Meriden Hyundai for their generosity.
- June 16<sup>th</sup> – Last Day of School, Dr. Menzo encouraged parents to look at the district website to stay informed on activities throughout the district.
- May 22<sup>nd</sup> – Chick fil-A Leadership Academy sponsored a dinner in honor of Veterans. Dr. Menzo thanked Chick fil-A as well as the students involved in the program.

**ANNOUNCEMENTS**

**Board of Education  
Conference Room  
100 South Turnpike Road**

Monday, June 5, 2017

Team Mentor Reception

6:00 p.m.

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Monday, June 5, 2017	Special Board of Education Meeting	6:45 p.m.
Monday, June 5, 2017	Instructional Committee Meeting	7:00 p.m.
Monday, June 12, 2017	Operations Committee Meeting	6:00 p.m.
Saturday, June 24, 2017	Wallingford 350 <sup>th</sup> Jubilee Car Show	10:00 a.m. – 4:00 p.m. Center Street

**DATE OF THE NEXT MEETING**

**Board of Education  
Conference Room  
100 South Turnpike Road**

Monday, June 19, 2017	Board of Education	6:00 p.m.
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**ADJOURNMENT**

Mrs. McKay adjourned the meeting at 9:50 p.m.

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Secretary

**Mike Votto**